

Wednesday 31 December 2025

OSCR  
2<sup>nd</sup> Floor, Quadrant House  
9 Riverside Drive  
DUNDEE  
DD1 4NY

Dear Sir / Madam

**Home Comforts North Lanarkshire (SC044975) – submission of accounts for 2024**

I enclose the Trustees' Report and Accounts for 2024 for Home Comforts North Lanarkshire.

These are complete and have been independently verified by an auditor. I have asked the auditor to append his signed audit sheet, but I have been having issues contacting him. I will send through the audit sheet as soon as I receive it. Apologies for this delay.

I hope these are otherwise in order.

Yours faithfully



*Charity Number SC044975*



## **Home Comforts North Lanarkshire SCIO**

**Scottish Charity No – SC044975**

### **Annual Report and Financial Statements**

**from 1 January 2024**

**to 31 December 2024**

## **Trustees' Annual Report**

This covers the period from 1 January to 31 December 2024.

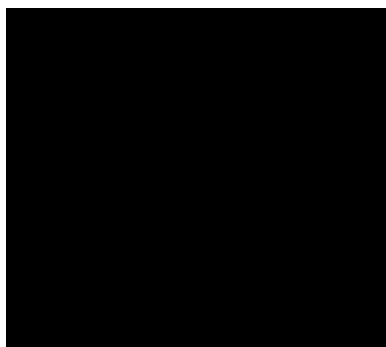
The trustees have pleasure in presenting their report together with the financial statements for the above period.

## **Reference and Administrative Information**

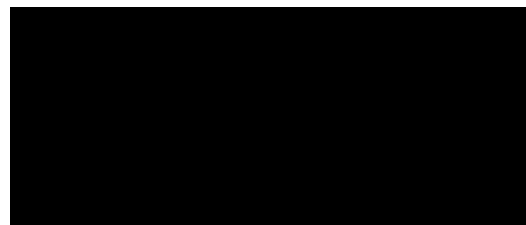
**Charity name:** Home Comforts North Lanarkshire SCIO

**Charity number:** SC044975

**Address:**



**Current Trustees:**



## **Structure, Governance and Management**

- **Constitution**

Home Comforts North Lanarkshire (HCNL) is a Scottish Charitable Incorporated Organisation (a SCIO). It was registered in its current legal form on 4 July 2014. HCNL had operated as an informal group since 2011; all existing goods were transferred to the SCIO on 4 July 2014. HCNL has a single tier structure.

- **Appointment of trustees**

The charity's trustees are selected from the Management Committee, which meets in New St. Andrews Parish Church in Coatbridge on a Thursday evening every three to six months.

Membership of the Management Committee is open to all who share the values and aims of Home Comforts North Lanarkshire. As HCNL was set up as an ecumenical organisation, the members of the Management Committee act as contacts for their churches.

Trustees are elected at the Annual General Meeting. Our 2024 AGM was held on 8 February 2024 at New St. Andrews Parish Church.

The HCNL constitution states that there must be a minimum of three and a maximum of six trustees: currently, there are three.

During 2024, owing to ill-health, [REDACTED] stepped down as Secretary. [REDACTED] contribution to our work over the years has been immense. [REDACTED] then became our Secretary.

- **Objectives**

The charitable purposes of Home Comforts North Lanarkshire are to relieve the poverty of those who are homeless or in other significant need, by the provision of goods or in related ways.

- **Activities**

Two types of starter packs are issued: one containing domestic cleaning and washing items and the other containing toiletries and hygiene items. These are known, respectively, as 'cleaning packs' and 'hygiene packs'. They are delivered to partner organisations (such as North Lanarkshire Council's Area Housing Offices, the Simon Community, Barnardo's and Monklands Women's Aid) who distribute them to homeless people moving into flats and to others in crisis. The starter packs are distributed to individuals and families across North Lanarkshire, from Kilsyth to Wishaw and from Shotts to Viewpark.

Some items for the starter packs are donated by individuals or organisations, with a few congregations being consistently generous.

Board members use their cars to deliver packs to partner organisations. Board members and other volunteers have continued to deliver the packs, rather than asking partner organisations to uplift them. Partner organisations find this arrangement easier than being required to uplift packs from a central point.

- **Achievements and Performance**

During HCNL's years of operation, demand for the Starter Packs has been high, yet the charity could always fulfil that demand prior to the coronavirus (COVID-19) pandemic. Activities ceased at the first lockdown in March 2020, resuming our operations fully in September 2021. In between, all packs that were already made up were distributed to partner organisations, to make way for fresh stock.

Our base is at New St. Andrews Parish Church in Coatbridge. To restart our work there, HCNL waited until a Church risk assessment allowed external organisations to meet and safely carry out activities. HCNL is very grateful to the Minister and Session Clerk of New St. Andrews for being imaginative and redesigning our processes.

From summer 2011 to the end of 2024, HCNL has delivered almost 7 000 packs. Demand during 2024 was on a par with 2023: these have been our two busiest calendar years. This is unsurprising as the need in our communities is very great during.

The Chair serves as Administrator of our Facebook page and puts out some posts including photos. It is hoped this will become an attractive and informative way to promote our work, recruit volunteers and access donations of items and money.

- **Financial review**

Home Comforts North Lanarkshire is a small charity with straightforward income and expenditure.

Our income is from grants, donations and the revenue from fundraising initiatives. In 2024 this total income was almost £5 000, including grants from the Co-op and Tesco and a top-up grant from The Robertson Trust. In addition, Morrisons Bellshill have made up small bags of items for our packs, which kind-hearted shoppers take to the tills and pay for.

Expenditure is almost exclusively on buying items for the starter packs. These are usually bought in bulk at cheaper prices. The more items for starter packs which are donated by individuals and churches, the fewer items there are that need to be bought. Expenditure on goods in 2024 was more than £5 000, our second highest ever annual figure. This was due to (a) inflation-fuelled high prices for goods being bought; (b) an ongoing low level of goods being donated; and (c) the very high numbers of starter packs being demanded and distributed. (Direct donations of goods go straight into our stock room and do not appear as financial transactions in our accounts, partly because it is difficult to place an exact value on them.)

In 2024, one Board member [REDACTED], now also Secretary) did most of the buying and used our RBS charity debit card. This saves the buyer being out of pocket and then needing to be reimbursed by the Treasurer.

All funds are unrestricted and, at any moment, HCNL has money in just one bank current account, as well as a little cash in hand.

HCNL is delighted that [REDACTED] has agreed to continue as our auditor. We are very grateful to Andrew for his selfless work for HCNL.

- **Reserves policy – money and goods**

The trustees of Home Comforts North Lanarkshire recognise the importance of keeping enough reserves of money and having an adequate stock of goods.

At 31 December 2024, the bank balance plus cash in hand totalled £3 349.76. Our expenditure on 'activities' in 2023 was much higher than before the COVID-19 pandemic; however, generous grants have swollen our bank balance. This bank and cash money balance would last for 8 months, if 2024 continues in the same way as 2023. The National Lottery (through their Awards for All scheme) has indicated their intention to fund us with £6 000 over the next two years.

We are making up and delivering packs around every three months. So we try to keep enough stock in our base for around two months' worth of packs, and we top this up by buying goods using our debit card as the delivery date approaches.

- **Plans for the future**

This report and these accounts will be presented at our 2025 AGM. At this meeting, the trustees, Board and others in attendance will review our year and discuss and take forward some issues, both short term and long term ones.

New volunteers are required. Board members of Home Comforts North Lanarkshire are over 55 and most are retired. Fresh volunteers would be a great boon to the charity's work and more efforts will be made to add to our team. In 2024, a few additional volunteers helped with packing and deliveries on some Tuesdays, so a start has been made with this.

Donations of goods are lower than they were previously. However HCNL receives regular large donations of goods from New St. Andrews Parish Church and regular substantial donations of goods from Blairhill Dundylan Parish Church, Stepps Parish Church, Cairnlea Parish Church, Airdrie High Parish Church and from shoppers at Morrisons Bellshill. Airdrie Reformed Presbyterian Church is about to appeal to members for donations.

In 202, the Treasurer and Chair made grant applications to supermarkets and other bodies. For 2025, it would be good to explore Kiltwalks and other sponsored events to generate funds.

In addition, while there is significant awareness of HCNL in Airdrie and Coatbridge, awareness elsewhere is much lower. To redress this, once outdoor events resume, the trustees plan to have a presence at a number of gala and fair days in towns and villages elsewhere in our area, using our pop-up advertising banners, materials and sample packs to good effect. This opportunity was missed in 2024 (as there still seemed to be few gala days and any that took place weren't well advertised), but the charity hopes to have a presence in 2025 at those town and village gala and fair days which are still held.

## **Statement of Receipts and Payments**

(for the period 1 January to 31 December 2024)

|                        | Unrestricted<br>Funds | Restricted Funds | Year ending 31<br>December 2024 |
|------------------------|-----------------------|------------------|---------------------------------|
| <b><u>Receipts</u></b> | £                     | £                | £                               |
| Donations              | 365.00                | -                | 365.00                          |
| Grants                 | 4 621.27              | -                | 4 621.27                        |
| Fundraising            | NIL                   | -                | NIL                             |
| Bank Interest          | NIL                   | -                | NIL                             |
| <b>TOTAL RECEIPTS</b>  | <b>4 986.27</b>       | <b>-</b>         | <b>4 986.27</b>                 |

| <b><u>Payments/Costs</u></b> | £               | £        | £               |
|------------------------------|-----------------|----------|-----------------|
| Fundraising                  | NIL             | -        | NIL             |
| Activities                   | 5 099.77        | -        | 5 099.77        |
| Governance                   | 140.00          | -        | 140.00          |
| <b>TOTAL PAYMENTS</b>        | <b>5 239.77</b> | <b>-</b> | <b>5 239.77</b> |

|   |                 |          |                 |
|---|-----------------|----------|-----------------|
| <b>SURPLUS / DEFICIT<br/>FOR THE PERIOD</b> | <b>(253.50)</b> | <b>-</b> | <b>(253.50)</b> |
|---|-----------------|----------|-----------------|

|   |                 |          |                 |
|---|-----------------|----------|-----------------|
| <b>BALANCE OF FUNDS<br/>BROUGHT FORWARD</b> | <b>3 603.26</b> | <b>-</b> | <b>3 603.26</b> |
|---|-----------------|----------|-----------------|

|   |                 |          |                 |
|---|-----------------|----------|-----------------|
| <b>BALANCE OF FUNDS<br/>CARRIED FORWARD</b> | <b>3 349.76</b> | <b>-</b> | <b>3 349.76</b> |
|---|-----------------|----------|-----------------|



## **Statement of Balances**

**(as at 31 December 2024)**

|                                  | <b>Unrestricted<br/>Funds</b> | <b>Restricted Funds</b> | <b>Year ending 31<br/>December 2024</b> |
|----------------------------------|-------------------------------|-------------------------|---|
|                                  | <b>£</b>                      | <b>£</b>                | <b>£</b>                                |
| Balance brought forward          | 3 603.26                      | -                       | 3 603.26                                |
| Surplus / Deficit for the year   | (253.50)                      | -                       | (253.50)                                |
| CLOSING CASH AT BANK AND IN HAND | 3 349.76                      | -                       | 3 349.76                                |

### **Bank and cash balances**

|                                  | <b>£</b> | <b>£</b> | <b>£</b> |
|----------------------------------|----------|----------|----------|
| Cash at bank                     | 3 030.46 | -        | 3 030.46 |
| Cash in hand                     | 319.30   | -        | 319.30   |
| CLOSING CASH AT BANK AND IN HAND | 3 349.76 | -        | 3 349.76 |

The Independent Examiner's report attached forms part of these accounts.

## **Notes to the accounts for the period 1 January to 31 December 2024**

- **Basis of accounting**

These accounts have been prepared on the Receipts and Payments basis in accordance with The Charities and Trustee Investment (Scotland) Act 2005 and The Charities Accounts (Scotland) Regulations 2006 (as amended).

- **Nature and purpose of funds**

All funds during this period were unrestricted funds.

For day to day costs, the trustees maintain a single bank current account. A portion of this is held as cash in hand for immediate expenses.

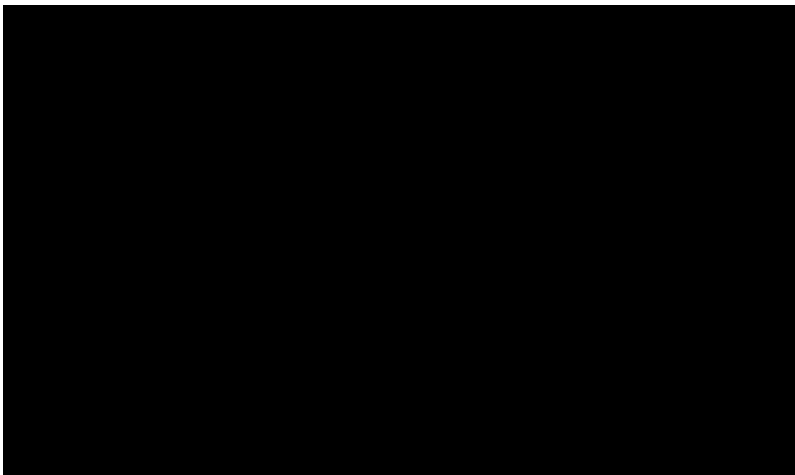
- **Related party transactions**

No remuneration nor expenses was paid to any trustee during the period.

- **Assets**

The group had unused stock which had an estimated value of £1 000.

Approved by the Trustees of Home Comforts North Lanarkshire and signed on their behalf.



**Home Comforts North Lanarkshire SCIO**  
**Scottish Charity Number - SC044975**  
**Independent Examiner's Report**  
**Year ended 31st December 2024**

**Independent Examiner's Report to the Trustees of Home Comfort North Lanarkshire**

I report on the financial statements of Home Comforts North Lanarkshire for the year ended 31st December 2024.

**Basis of Independent Examiner's Statement**

My examination is carried out in accordance with the Regulations. An examination includes a review of the accounting records kept by Home Comforts North Lanarkshire and a comparison of the accounts presented with the those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:-

- (1) which gives me reasonable cause to believe that in any material respect, the requirements
  - (a) to keep accounting records in accordance with the Regulations, and
  - (b) to prepare accounts which agree with the accounting records and comply with the Regulationshave not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

