

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

FINANCIAL STATEMENTS FOR THE YEAR TO 31st MARCH 2024

SCOTTISH CHARITY NUMBER SC005452 (Closed January 31st 2024)
AND SCOTTISH CHARITABLE INCORPORATED ORGANISATION SC052651

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2024

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TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2024

Introduction

The Tayside Institute Community Centre was built in 1923 by the Tayside Floorcloth Company to provide education, exercise and entertainment for the people of Newburgh. It has been the centre of the community ever since. For more than 40 years it has been run as a charity and managed by a voluntary committee of trustees and a handful of part time staff, with some financial and moral support from Fife Council.

As a charity registered in Scotland, the TICC was granted permission by OSCR, the Office of the Scottish Charity Regulator, in the Spring of 2023 to become a Scottish Charitable Incorporated Organisation (SCIO). A new charity number was granted and one of the requirements was to obtain new bank accounts. This and the setting up of online banking for those accounts proved to be a long and frustrating process, so that we were not ready to transfer the funds to the new accounts until February 2024.

At the same time we were in protracted negotiations with the Council over the lease of the building for the next 20 years. I am glad to report that a compromise has been reached and we await the formal document to sign.

The inflation in wage, gas and electricity costs over the last two years, the effect of the pandemic on many of our previously regular customers, and the limitations on the annual recurring grant from Fife Council have resulted in a decline in our funds. We were lucky to have built up substantial reserves over the previous years, but our financial projections in early 2023 were gloomy. Since then, gas and electricity costs have gone down and our trustees and staff have been working extra hard, for no increase in pay, to create new fundraising events. As you will see in the detail to the Project accounts, we have also taken the Foodbank in-house and have been working with the Council to set up new child care activity sessions. . As a result, our financial outlook is somewhat better, but our Main account reserves are still projected to be used up by the end of the year.

With the transition to being a SCIO in February, the charity and SCIO accounts are presented as 'Merged' on the summary pages, and the detail pages separate the two sets of accounts. Although £5,000 was left in each of the charity accounts temporarily as a buffer against delayed payments. only a few transactions occurred after January 31st, which are shown under '2 months Old account transition'.

These accounts are presented in a standard format, and as such they are as dry as dust to any but a professional accountant. They are also more complicated than usual due to the transition to SCIO and due to there being more discrete project incomes and expenditures. The last page simplifies them graphically in total cash terms for the year.

[REDACTED] Treasurer
April 2024

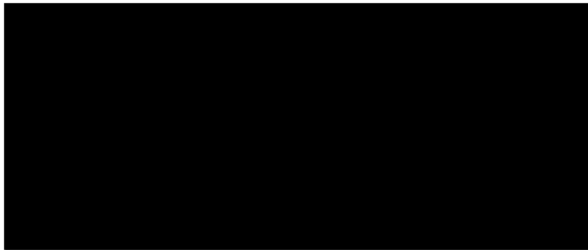
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations.

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and explanations obtained from the trustees for any unusual items therein.

In the course of my examinations no matter has come to my attention which gives me reasonable cause to believe that in any material respects the requirements to keep accounting records in accordance with Section 44(1) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations have not been met.

In my opinion the accounts have been prepared in accordance with the records maintained and comply with Regulation 8 of the 2006 Accounts Regulations.



Date 03/06/24

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
2023-24 FINANCIAL STATEMENT

Merged accounts Including 10 months to January 31st 2024 as charity SC005452

STATEMENT OF FINANCIAL ACTIVITIES 2023-24
INCOME

	Unrestricted	PROJECT Restricted	TOTAL funds
	£	£	£
Donations	758	450	1208
Legacies	0	0	0
Grants	33373	0	33373
Income from Fundraising Activities	6411	0	6411
Gross trading Income	480	0	480
Income from Investments	0	0	0
Rents from Land & Buildings	17831	0	17831
Gross receipts from Other Charitable Activities	28133	755	28887
Proceeds from Sale of Fixed Assets	0	0	0
Proceeds from Sale of Investments	0	0	0
Intangible Income	0	0	0

TOTAL	86985	1205	88190
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COSTS

Expenses from Fundraising Activities	1077	0	1077
Gross Trading Costs	252	0	252
Investment Management Costs	0	0	0
Costs of Charitable Activities	84411	14891	99302
Grants and Donations	240	0	240
Governance Costs	523	0	523 *
Purchase of Investments	0	0	0
Payments to Trustees	0	0	0
Depreciation	3591	1949	5540

TOTAL	90094	16840	106934
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NET INCOME/(COST)

	-3109	-15635	-18744
Net Transfers between accounts	2050	-2050	0

SURPLUS/(DEFICIT) FOR THE YEAR

	-1059	-17684	-18744
Total funds at end of previous period	33517	14382	47899
Change in Reserves and Provisions	10000	16539	26539

TOTAL FUNDS AT END OF THIS PERIOD
CURRENT PERIOD
April 1st 2023 - March 31st 2024

MAIN ACCOUNTS	PROJECT ACCOUNTS	TOTAL funds
Unrestricted	Restricted	
£	£	£
Donations	450	1208
Legacies	0	0
Grants	0	33373
Income from Fundraising Activities	0	6411
Gross trading Income	0	480
Income from Investments	0	0
Rents from Land & Buildings	0	17831
Gross receipts from Other Charitable Activities	755	28887
Proceeds from Sale of Fixed Assets	0	0
Proceeds from Sale of Investments	0	0
Intangible Income	0	0
TOTAL	1205	88190
Expenses from Fundraising Activities	0	1077
Gross Trading Costs	0	252
Investment Management Costs	0	0
Costs of Charitable Activities	14891	99302
Grants and Donations	0	240
Governance Costs	0	523 *
Purchase of Investments	0	0
Payments to Trustees	0	0
Depreciation	1949	5540
TOTAL	16840	106934
NET INCOME/(COST)	-15635	-18744
Net Transfers between accounts	-2050	0
SURPLUS/(DEFICIT) FOR THE YEAR	-17684	-18744
Total funds at end of previous period	14382	47899
Change in Reserves and Provisions	16539	26539
TOTAL FUNDS AT END OF THIS PERIOD	13237	55694

PREVIOUS PERIOD
April 1st 2022 - March 31st 2023

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MAIN ACCOUNT PROJECT ACCOUNT

Unrestricted	funds	TOTAL funds
£	£	£
Donations	0	250
Legacies	0	0
Grants	5000	32731
Income from Fundraising Activities	0	2358
Gross trading Income	0	493
Income from Investments	0	0
Rents from Land & Buildings	0	23347
Gross receipts from Other Charitable Activities	1263	27634
Proceeds from Sale of Fixed Assets	0	0
Proceeds from Sale of Investments	0	0
Intangible Income	0	0

TOTAL	6263	86813
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Expenses from Fundraising Activities	0	435
Gross Trading Costs	0	169
Investment Management Costs	0	0
Costs of Charitable Activities	530	86424
Grants and Donations	0	0
Governance Costs	0	492
Purchase of Investments	0	0
Payments to Trustees	0	0
Depreciation	2084	5867

TOTAL	2614	93387
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NET INCOME/(COST)

	3650	-6573
Net Transfers between accounts	1915	0

SURPLUS/(DEFICIT) FOR THE YEAR

	5565	-6573
Total funds at end of previous period	15667	51322
Change in Reserves and Provisions	-6849	3151

TOTAL FUNDS AT END OF THIS PERIOD

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)**2023-2024 FINANCIAL STATEMENT:****BALANCE SHEET**

Merged accounts Including 10 months to January 31st
2024 as charity SC005452

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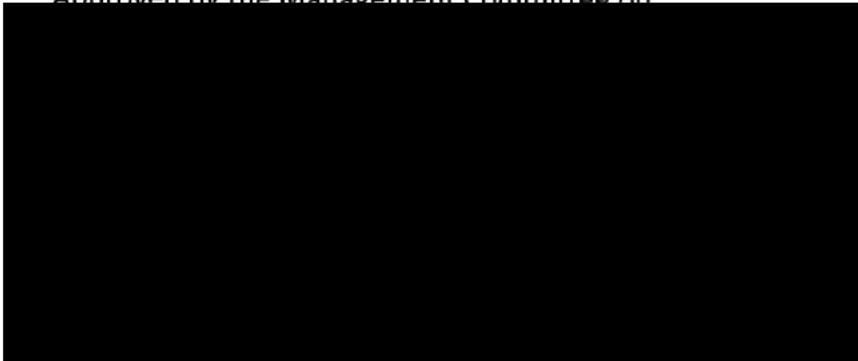
CURRENT PERIOD**At March 31st 2024**

	MAIN ACCOUNTS	PROJECT ACCOUNTS	
	Unrestricted fund	Restricted and designated funds	TOTAL funds
	£	£	£
TANGIBLE FIXED ASSETS			
Net book value at March 31st	26749	13237	39986
CURRENT ASSETS	35709	39641	75350
minus CURRENT LIABILITIES	0	0	0
NET CURRENT ASSETS	35709	39641	75350
minus RESERVES & PROVISIONS	-20000	-39641	-59641
TOTAL NET ASSETS	42457.55	13237.42	55694.77

PREVIOUS PERIOD**At March 31st 2023**

MAIN ACCOUNT	PROJECT ACCOUNT	
Unrestricted fund	Restricted funds	TOTAL funds
£	£	£
28713	14382	43095
34804	56415	91218
0	-235	-235
34804	56180	90984
-30000	-56180	-86180
33517	14382	47899

Approved by the Management Committee on



2023-2024 FINANCIAL STATEMENT:

INCOME DETAIL

			MAIN ACCOUNTS (unrestricted)					PROJECT ACCOUNTS (Restricted and designated)	All accounts		MAIN ACCOUNT	PROJECT ACCOUNT	TOTAL
			10 months OLD CHARITY ACCOUNT	2 months OLD ACCOUNT TRANSITION	2 months SCIO ACCOUNT	10 months OLD CHARITY ACCOUNT	2 months SCIO ACCOUNT		12 months TOTAL		Unrestricted fund	Restricted and designated funds	
INCOME CATEGORY	item	Note	£	£	£	£	£		£		£	£	£
Donations		(a)	537.50	0.00	220.00	450.00	0.00		1207.50		250.00	0.00	250.00
Legacies			0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00
Grants	Fife Council recurring grant		23623.00	0.00	0.00	0.00	0.00		23623.00		22498.00		22498.00
	Furlough grants from HMRC										0.00		0.00
	Other grants	(b)	9750.00	0.00	0.00	0.00	0.00		9750.00		5233.00	5000.00	10233.00
	Subtotal		33373.00	0.00	0.00	0.00	0.00		33373.00		27731.00	5000.00	32731.00
Receipts from Fundraising Activities	Fundraising events	(c)	3204.10	0.00	3207.22	0.00	0.00		6411.32		2358.00	0.00	2358.00
	Membership fees	(d)	0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00
	Subtotal		3204.10	0.00	3207.22	0.00	0.00		6411.32		2358.00	0.00	2358.00
Gross Trading Receipts	Photocopying	(e)	96.00	0.00	66.60	0.00	0.00		162.60		133.20		133.20
	Cyber Cafe		85.00	0.00	35.00	0.00	0.00		120.00		80.00		80.00
	Catering		182.80	0.00	14.50	0.00	0.00		197.30		279.50		279.50
	Subtotal		363.80	0.00	116.10	0.00	0.00		479.90		492.70	0.00	492.70
Income from Investments	Bank interest		0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00
Rents from land and buildings	Fife Council (receipts including recovery of previous debt)		5464.88	5070.11	0.00	0.00	0.00		10534.99		10646.76		10646.76
	Increase /(decrease) in debt	(f)	1117.28	-1284.83	0.00	0.00	0.00		-167.55		-499.04		-499.04
	Office/studio rentals		2000.00	200.00	200.00	0.00	0.00		2400.00		2400.00		2400.00
	Library (caretaking services)		0.00	0.00	0.00	0.00	0.00		0.00		3197.84		3197.84
	Increase in Library debt	(f)	198.80	0.00	3396.64	0.00	0.00		3595.44		3197.84		3197.84
	DINO		1468.00	0.00	0.00	0.00	0.00		1468.00		4404.00		4404.00
	Increase /(decrease) in DINO debt		0.00	0.00	0.00	0.00	0.00		0.00		0.00		0.00
	Subtotal		10248.96	3985.28	3596.64	0.00	0.00		17830.88		23347.40	0.00	23347.40
Gross receipts from other charitable activities	Activity fees	(g)	1704.91	0.00	320.00	0.00	0.00		2024.91		2320.40		2320.40
	Youth Club fees		3541.20	0.00	190.00	219.25	159.90		4110.35		90.50	1263.44	1353.94
	Youth Club incr/(decr) debt		0.00	0.00	0.00	0.00	0.00		0.00		54.64		
	Room hire (including recovery of any previous debt)		15576.50	2475.00	4145.00	0.00	0.00		22196.50		24995.50		24995.50
	Room Hire increase/(decrease) in debts	(f)	657.00	0.00	-492.00	0.00	0.00		165.00		-1282.00		-1282.00
	Equals Money card balance		0.00	0.00	0.00	375.66	0.00		375.66				
	Miscellaneous income	(h)	14.99	0.00	0.00	0	0.00		14.99		192.00		192.00
	Subtotal		21494.60	2475.00	4163.00	594.91	159.90		28887.41		26371.04	1263.44	27634.48
Proceeds from sale of fixed assets			0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00
Proceeds from sale of investments			0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00
Intangible income			0.00	0.00	0.00	0.00	0.00		0.00		0.00	0.00	0.00
TOTAL INCOME			69221.96	6460.28	11302.96	1044.91	159.90		88190.01		80550.14	6263.44	86813.58

2023-2024 FINANCIAL STATEMENT:

COST DETAIL			10 months OLD ACCOUNT	2 months OLD ACCOUNT TRANSITION	2 months SCIO ACCOUNT	10 months OLD ACCOUNT	2 months SCIO ACCOUNT	12 months TOTAL	Unrestricted	Restricted	
COST CATEGORY	item	Note	£	£	£	£	£	£	£	£	£
Expenses for Fundraising Activities	General fundraising costs		930.00	103.06	43.79	0.00	0.00	1076.85	434.58		434.58
	subtotal		930.00	103.06	43.79	0.00	0.00	1076.85	434.58	0.00	434.58
Gross Trading Payments	Catering		252.00	0.00	0.00	0.00	0.00	252.00	168.96		168.96
	subtotal		252.00	0.00	0.00	0.00	0.00	252.00	168.96	0.00	168.96
Investment Management Costs			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payments relating directly to charitable activities	Activity Costs		0.00	0.00	43.75	6029.32	687.37	6760.44	0.00		0.00
	Office & Admin excl photocopier		982.49	0.00	278.22			1260.71	945.28		945.28
	Photocopying	(e)	235.86	0.00	0.00			235.86	315.25		315.25
	Insurance and Licences		1013.59	40.00	159.00			1212.59	1161.25		1161.25
	Maintenance & Cleaning		2772.03	25.99	292.65	6252.00	0.00	9342.67	3596.74	205.00	3801.74
	Wages		46852.93	144.31	8018.67	1832.64	0.00	56848.55	57482.94		57482.94
	Gas,Electricity & Water		16502.44	0.00	5453.43			21955.87	21394.96		21394.96
	Rent	(i)	100.00	0.00	0.00			100.00	100.00		100.00
	Food for Heat Hub								365.26		365.26
	Expenses for Youth Clubs								189.94		189.94
	Change in creditors	(j)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	234.65	234.65
	Other Miscellaneous & Sundry	(k)	1074.39	79.99	341.46	89.00	0.00	1584.84	342.81	90.00	432.81
	subtotal		69533.73	290.29	14587.18	14202.96	687.37	99301.53	85894.43	529.65	86424.08
Grants and donations relating directly to charitable activities	Retirement gifts for 2 employees		240.00	0.00	0.00	0.00	0.00	240.00	0.00		0.00
	subtotal		240.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00
Governance costs	Examination of accounts		523.00	0.00	0.00	0.00	0.00	523.00	492.00		492.00
	Preparation of accounts							0.00	0.00		0.00
	Administration of wages							0.00	0.00		0.00
	Legal costs							0.00	0.00		0.00
	subtotal		523.00	0.00	0.00	0.00	0.00	523.00	492.00	0.00	492.00
Purchase of investments			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payments to trustees			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Costs before depreciation			71478.73	393.35	14630.97	14202.96	687.37	101393.38	86989.97	529.65	87519.62
Depreciation of fixed assets		(l)	3481.40		109.80	1859.05	90.00	5540.25	3782.69	2084.17	5866.86
TOTAL COSTS			74960.13	393.35	14740.77	16062.01	777.37	106933.63	90772.66	2613.82	93386.48

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

At March 31st 2024 as SCIO

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At January 31st 2024 as Charity

2023-24 FINANCIAL STATEMENT

BALANCE SHEET DETAIL

	Notes	SCIO			OLD MAIN			MAIN		
		SCIO MAIN ACCOUNT	PROJECT ACCOUNT	SCIO ACCOUNTS TOTAL	Unrestricted	Restricted or designated funds	OLD PROJECT ACCOUNT	Unrestricted	Restricted or designated funds	TOTAL
		£	£	£	£	£	£	£	£	£
TANGIBLE FIXED ASSETS										
Net book value at end of prior period										
Tenant's improvements		24447.96	10882.44	35330.40				24447.96	10882.44	35330.40
Equipment & Furnishings		4265.01	3500.03	7765.04				4265.01	3500.03	7765.04
Additions										
Tenant's improvements	(m)	320.00	0.00	320.00				320.00	0.00	320.00
Equipment & Furnishings	(n)	1307.00	804.00	2111.00				758.00	354.00	1112.00
Disposals										
Tenant's improvements	(o)	0.00	0.00	0.00				0.00	0.00	0.00
Equipment & Furnishings		0.00	0.00	0.00				0.00	0.00	0.00
Transfers:		0.00	0.00	0.00				0.00	0.00	0.00
minus Depreciation charge for the period	(l)	-3591.20	-1949.05	-5540.25				-3481.40	-1859.05	-5340.45
Net book value		26748.78	13237.42	39986.20	0.00	0.00	0.00	26309.58	12877.42	92410.61
CURRENT ASSETS										
Debtors	(f)	8918.78	0.00	8918.78	730.56	0.00	730.56	6087.03	0.00	6087.03
Petty Cash (normal trading)		37.72	0.00	37.72	0.00	0.00	0.00	32.25	0.00	32.25
Petty Cash (restricted)		0	67.70	67.70	0.00	0.00	0.00	0	167.66	167.66
Stock		0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bank		21866.31	39221.61	61087.92	4155.20	0.00	4155.20	30037.71	39938.77	69976.48 *
Equals Money card balance		0	351.66	351.66	0.00	0.00	0.00	0.00	375.66	375.66
minus uncleared cheques included in costs		0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Current Assets		30822.81	39640.97	70463.78	4885.76	0.00	4885.76	36156.99	40482.09	76639.08
minus CURRENT LIABILITIES										
Creditors (due within one year)	(j)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET CURRENT ASSETS		30822.81	39640.97	70463.78	4885.76	0.00	4885.76	36156.99	40482.09	76639.08
minus PROVISIONS										
Reserves and provisions for projects		-20000.00	-39640.97	-59640.97	0.00	0.00	0.00	-20000.00	-40482.09	-60482.09
TOTAL ASSETS MINUS LIABILITIES		37571.59	13237.42	50809.01	4885.76	0.00	4885.76	42466.57	12877.42	55343.99

Funds to be transferred to SCIO in April

Values transferred to SCIO on 1st February 2024 less £5,000 transition buffer left in Main account

* excludes £100 from each account sent to open SCIO accounts in Dec 2023

The Project Account is a separate bank account which was set up to hold funds which had been granted, fund-raised or allocated for specific projects. The funds may have come from Fife Council, from other grant providers, from individual donors, from fundraising events or from Main Account reserves. As such, these funds needed to be ring-fenced and used only for their intended specific purpose. Within the Project Account, specific book-keeping has been maintained for each project.

PROJECT DESCRIPTIONS

The **Food Bank** was set up in a separate building in the garden of the TICC, but has been brought into the main building and has received grants to purchase food and domestic supplies. It runs on Monday mornings and Thursday afternoons and is very well used. The demand has increased steadily since it was brought in to the TICC. A refrigerator and a freezer (donated) have been added. In the early stages food supplies were bought by staff or volunteers using their own funds or cash from the Main account.

The **Equals Money** card is a prepaid debit card in a separate bank account which allows pre-set limited weekly expenditure on-line or at point of sale. It was obtained to facilitate purchases of supplies for the Foodbank by our volunteer William Simpson without any financial involvement on his part other than use of the card. The expenditure limits are set by the Treasurer and all transactions are visible to the Treasurer. It worked well for small local purchases, or for larger online purchases for delivery from major supermarkets. However, as transport is needed to reach budget supermarkets, the food buying was taken over by our trustees [REDACTED] using their own cards and claiming reimbursements with receipts.

The **Heat Hub** operated during the colder months providing soup, bread, tea and coffee and has received grants to cover allocated wages, overheads and expenses.

Summer Camp and Homework Club ('NASAH'): Following the closure of the DINO out-of-school club we operated a Summer Camp for children during the school holidays, run by youth club and ex-DINO staff. Wages were administered by us and deducted from the Fife Council grant or claimed back from Fife Council. The Homework Club was a similar arrangement in term time during two evenings a week.

CLD (Community Learning & Development): Fife Council money for adult learning projects. It was used in 2023 to support an Old Folks Outing organised by the Thursday Club.

Youth Clubs: The Youth Clubs used to have a separate bank account which they managed. The funds have now been brought into the Project Account.

Cycling: This project initiated by our CLD officer aimed to introduce members of the public and their families to the benefits of cycling, but since his reassignment there has been no activity. The bicycles are recorded as a fixed asset and are kept in storage, and so must be insured. The insurance policy supplement for the bicycles is transferred to the main account.

Boiler replacement: A grant of £15,000 was received from the Council in 2017-18 for replacement of obsolete boilers. Recently two of our 3 boilers have been shut down and a full overhaul is to be undertaken. Following an adverse report of inspection on our hard wiring, a second detailed inspection and repairs had to be commissioned and we were authorised to use the Boiler fund to pay for it.

Business Development: During 2020 a Fife Council Business Development grant of £25,000 was received to support the recovery of the business after Covid. At the time our Main Account reserves were adequate and £20,000 of this was placed in the Boiler Fund. In view of the financial outlook in 2023-24 the £20k was separated and re-designated under its original title. Some of this money has been transferred into the Main Account temporarily to act as a buffer during the transition to SCIO, and into the SCIO project account to open it. It is intended that these transfers will be reversed prior to the year end, and some will be spent on developing the business, but the Business Development fund will be held mainly as a Reserve in view of continuing deficits projected in the Main Account during 2024-25.

Four projects were dormant during the period and had no incomings or outgoings. The balances in these accounts are: **Back Garden** £532.92, **IT project** £450, **Stairlift** £2524.77, **Bike access path** £1509.94. A 'Growzone' project is currently at the public consultation stage and may attract funding but may also use the Back Garden and Bike Access funds.

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
2023-24 FINANCIAL STATEMENT

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CHARITY PROJECT ACCOUNT INCOME AND EXPENDITURE April 1st 2023 to January 31st 2024

DETAILED BY PROJECT

	Project	Food Bank	Heat Hub	Homework Club	CLD	Youth Clubs	Cycling	Back Garden	IT project	Boiler	Bus.Dev't	Stairlift	Bike Access	TOTAL
Starting balance at 31/3/23		5233.00	3046.28	0	686.57	1063.94	2368.55	532.92	450.00	39000.00	0.00	2524.77	1508.94	56414.97
Income	Grants received via main account	922.23	2500.00	5500.00	800									9722.23
	Grants received directly													0.00
	Fees					219.25								219.25
Assets	Refrigerator bought by trustee**	-364.00	<includes £35 delivery charge->Misc. costs											-364.00
	**Not including estimated value £450 of Freezer received as a donation													
Transfers to Main account	Karaoke machine bought through main account			-25.00										-25.00
	Food and supplies bought through main account	-392.88		-35.97										-428.85
	Main account cash withdrawals for foodbuying float	-400.00												-400.00
	Allocated wage and admin costs in main account			-2250.2										-2250.20
	Allocated insurance cost in main account						-262.44							-262.44
	Allocated operating costs claimed against grant		-3028.48 *											-3028.48
	Miscellaneous costs		-63.09											-63.09
	Transferred to main account as temporary buffer										-5000			-5000.00
Expenditure	Food and supplies bought by staff or trustees	-2119.95	-21.84	-538.14		-71.05								-2750.98
	Project account funds for cash purchases			-230.00		-300.00								-530.00
	Activity cost				-1400									-1400.00
	Electrical inspection and maintenance cost									-6252.00				-6252.00
	Miscellaneous costs	-35.00				-30.00								-65.00
	Paid to Fife Council for seconded youth workers			-1832.64										-1832.64
	Transferred to Equals Money card	-1700.00												-1700.00
Other Transfers	Transferred to open TICC SCIO project account										-100			-100.00
	Transfers between projects	57.26	-17.80	-39.46						-20000	20000			0.00
Balance at Jan 31		1200.66	2415.07	548.59	86.57	882.14	2106.11	532.92	450.00	12748.00	14900.00	2524.77	1508.94	39903.77
Equals Money	transferred to Equals Money card	1700.00												1700.00
	Foodbank food purchases via Equals Money card	-1348.34												-1348.34
	Equals Money card fee (in Miscellaneous)	-24.00												-24.00
	Balance at Jan 31	375.66												375.66
Petty Cash				29.40	7.55	130.71								167.66
Transfers from Main Account		922.23	2500.00	5500.00	800.00									9722.23
Transfers to Main Account		-792.88	-3091.57	-2311.17	0.00	0.00	-262.44	0.00	0.00	0.00	-5000.00	0.00	0.00	-11458.06
* 3028.48 transferred twice in error and transferred once back														

* 3028.48 transferred twice in error and transferred once back

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
2023-24 FINANCIAL STATEMENT

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SCIO PROJECT ACCOUNT INCOME AND EXPENDITURE February 1st - March 31st 2024
SUMMARISED BY PROJECT

Project	<u>Food Bank</u>	<u>Heat Hub</u>	<u>Homework Club</u>	<u>CLD</u>	<u>Youth Clubs</u>	<u>Cycling</u>	<u>Back Garden</u>	<u>IT project</u>	<u>Boiler</u>	<u>Bus.Dev't</u>	<u>Stairlift</u>	<u>Bike Access</u>	<u>TOTAL</u>
	£	£	£	£	£	£	£	£	£	£	£	£	£
SUMMARY SCIO Project account balance at January 31st										100.00			100.00
Subtotals February & March													
Transfers from Old main account	27.77												27.77
Transfers from Old Project account	1235.66	2415.07	548.59	86.57	882.14	2106.11	532.92	450.00	12748.00	14900.00	2524.77	1508.94	39938.77
Transfer to Main account payment for food supplies	-341.46												-341.46
Income					159.90								159.90
Reimbursements to trustees for food supplies	-663.37												-663.37
Account Balance at March 31st	258.6	2415.07	548.59	86.57	1042.04	2106.11	532.92	450	12748	15000	2524.77	1508.94	39221.61
Equals Money Card balance at January 31st	375.66												
Spent in January & March	-24.00												
Balance at March 31st	351.66												
Total Foodbank costs in February & March including card spending	-1028.83												
ditto excluding transfer	-687.37												
Petty cash balance at March 31st			15.51	4.42	47.77								67.70

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
2023-24 FINANCIAL STATEMENT:

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INTER-ACCOUNT TRANSFERS

		April 1st 2023- January 31st 2024					April 1st 2022- March 31st 2023		
		MAIN ACCOUNTS (unrestricted)		PROJECT ACCOUNTS (Restricted and designated)		TOTAL	MAIN ACCOUNT	PROJECT ACCOUNT	TOTAL
		10 months OLD ACCOUNT	2 months SCIO ACCOUNT	10 months OLD ACCOUNT	2 months SCIO ACCOUNT	12 months	Unrestricted fund	Restricted funds	
		£	£	£	£	£	£	£	£
Inter account funds transfers before February 1st									
20/04/2023	For foodbank supplies* see note 2	225.49		-225.49		0	-5233	5233	0
10/05/2023	For foodbank supplies*	33.05		-33.05		0	-90.5	90.5	0
10/05/2023	For foodbank supplies*	134.34		-134.34		0	200	-200	0
15/05/2023	For foodbank supplies*	10.00		-10.00		0	24.72	-24.72	0
05/06/2023	Foodbank cash float*	40.00		-40.00		0	200	-200	0
05/09/2023	Foodbank cash float*	140.00		-140.00		0	1729	-1729	0
05/06/2023	For foodbank supplies*	10.00		-10.00		0	1000	-1000	0
07/06/2023	For Heat Hub wages & admin*	3028.48		-3028.48		0	254.33	-254.33	0
13/06/2023	Duplicate in error (reversed below)	3028.48		-3028.48		0			
20/06/2023	Foodbank cash float*	200.00		-200.00		0	-1915.45	1915.45	0.00
20/06/2023	Karaoke machine for Summer camp	25.00		-25.00		0			
13/07/2023	Repayment of Summer Camp wages	440.00		-440.00		0			
07/08/2023	Repayment of Summer Camp wages	1540.00		-1540.00		0			
19/08/2023	Repayment of Summer Camp admin costs	270.20		-270.20		0			
20/11/2023	Repayment of insurance premium for bikes	262.44		-262.44		0			
20/11/2023	Repay materials for HomewOrk Club ('NASAH')	35.97		-35.97		0			
27/11/2023	Repay for tubs for Heat Hub	63.09		-63.09		0			
04/12/2023	Transfer buffer for transition period	5000.00		-5000.00		0			
31/01/2024	Transfer nominal sum to open new account			-100.00	100.00	0			
14/12/2023	Subtotal from projects account	14486.54	0.00	-14586.54	100.00	0.00			
20/06/2023	Place grant for Thursday Club treat in Project Account	-800.00		800.00		0			
13/06/2023	Reversal of duplicate transfer (Heat hub costs)	-3028.48		3028.48		0			
10/07/2023	Place grant for Summer camp in Project Account	-5500.00		5500.00		0			
22/11/2023	Place 'Warm welcome' grant in project account	-2500.00		2500.00		0			
22/11/2023	place foodbank grant in Project account	-922.23		922.23		0			
14/12/2023	Transfer nominal sum to open new account	-100.00	100.00			0			
	subtotal from main account	-12850.71	100.00	12750.71	0.00	0.00			
	Net Subtotal to Jan 31st	1635.83	100.00	-1835.83	100.00	0.00			
	Net transfer total	1635.83	100.00	-1835.83	100.00	0.00			
	Merged totals at January 31st 2024	1735.83		-1735.83					

* The supplies for the Foodbank were bought initially using the main account debit card at point of sale or to obtain a float for cash purchases. The main account was compensated by transfers from the Foodbank fund in the Project Account. Later purchases were made using either a dedicated prepaid debit card ('Equals Money') or personal credit cards and reimbursed direct from the Foodbank fund in the project Account.

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

2023-24 FINANCIAL STATEMENT:

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February 1st 2024- March 31st 2024

INTER-ACCOUNT TRANSFERS

		MAIN ACCOUNTS (unrestricted)		PROJECT ACCOUNTS (Restricted and designated)		TOTAL
		OLD ACCOUNT	SCIO ACCOUNT	OLD ACCOUNT	SCIO ACCOUNT	
		£	£	£	£	£
<u>Inter account funds transfers after January 31st 2024</u>						
01/02/2024	Transfer from old Main A/C to SCIO A/C	-22,000.00	22,000.00			0.00
01/02/2024	Transfer from old Project a/c to SCIO Project accounts			-28000.00	28000.00	0.00
28/02/2024	Transfer all but £5000 tfrom old to SCIO main account	-6,314.26	6,314.26			
28/02/2024	Transfer all but £5000 from old to SCIO Project a/c			-6938.77	6938.77	0.00
11/03/2024	Transfer balance of Foodbank grant		-27.77		27.77	0.00
19/03/2024	Refund SCIO main account for foodbank payment		341.46		-341.46	0.00
28/03/2024	Transfer final £5000 to SCIO Project account			-5000.00	5000.00	0.00
Net transfer total		-28,314.26	28,627.95	-39,938.77	39,625.08	0.00
Merged totals at March 31st 2024		313.69		-313.69		
Merged totals for the year		2049.52		-2049.52		

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

2023-24 FINANCIAL STATEMENT:

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31 MARCH 2024

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ACCOUNTING POLICIES

These financial statements have been prepared under the historical cost convention.

The TICC Main Account column represents the operating account through which most of the regular transactions are processed. (Unrestricted Funds)

The 'Project Account' shows income and expenditure on specific projects. (Restricted and Designated Funds)

The FoodBank, Heat Hub and Youth Clubs have been included in the Project Account in order to keep their funding separate from our normal operating costs. The Food Bank although supplied by public donations of goods, now requires additional supplies to be purchased. However, the Heat Hub and Youth Clubs require frequent small cash expenditures and so floats to cover these have been transferred to the main account so that cash could be drawn. Expenditures against each of these funds is reconciled against receipts.

During the year, approval was received from OSCR to become a Scottish Charitable Incorporated Organisation (SCIO). New bank accounts were created, suppliers were notified and the official transition occurred on February 1st 2024. However, the bank's limitation on asset transfers on one day, and the need to accommodate charges which overran the switch date, meant that the actual transition was completed over the remaining 2 months of the financial year. Accordingly, the old and new accounts shown are separately to give as much clarity as possible.

Notes

April 1st 2023- March 31st 2024					
	MAIN ACCOUNTS		PROJECT ACCOUNTS		TOTAL
	10 months OLD ACCOUNT	2 months old a/c transition	2 months SCIO ACCOUNT	10 months OLD ACCOUNT	2 months SCIO ACCOUNT
	£	£	£	£	£
(a) Donations received:					
From Flower Show	537.50				
Anonymous Freezer (est. value)				450	
Anonymous cash donation					
From Charity Shop for Easter event			220.00		
Sundry	5.23				
	537.50	0.00	220.00	450.00	
(b) Grants received					
Fife Council recurring grant	23623.00				
Summer Camp grant*	5500.00				
Foodbank grant*	950.00				
Warm Welcome grant*	2500.00				
Grant for Thursday Club treat*	800.00				
* transferred to Project account	33373.00	0	0	0	0
	33373.00				33373.00
(c) Fundraising Income					
Bonus Ball	467.00		84.00		
Nifty fifty	300.00		50.00		
Bingo Teas	939.10		365.50		
Craft Tables	160.00				
Xmas hot chocolates	87.00				
Christmas Fayre	1251.00				
Ceillidh			1617.17		
TICC coffee morning			1090.55		
	3204.10	0	3207.22		6411.32

2022-23	
£	£
Main Account	Project Account
Donations received:	
Newburgh Charity Shop for Heat Hub	
	250.00
Grants received	
Fife Council recurring grant	22498.00
Furlough payments from HMRC	0.00
Fife Council Small Food Fund (transf	5233.00
Fife Voluntary Action Warm Spaces Fund for Heat H	5000.00
	27731.00
	5000.00
Fundraising Income	
Bonus Ball	877.00
Nifty fifty	520.00
Bingo Teas	691.00
Christmas Windows	270.00
	2358.00
	0.00

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31 MARCH 2024 (continued)

(d) **Memberships:** Fees for membership of the Tayside Institute were abolished in September 2016. Youth Club entrance fees are shown separately.

(e) **Photocopying:** Income shows fees for copying for the general public. All of the rental cost of the copier is shown under Cost of Charitable Activities, not Trading.

(f) Debtors (Main Account)	April 1st 2023- March 31st 2024					
	10 months OLD ACCOUNT	incr/(decr) from prev yr	Feb & March OLD ACCOUNT	2 months SCIO ACCOUNT	incr/(decr) from Jan 31st	TOTAL
	£	£	£	£	£	£
Room Hire (various)	675.00	657.00		183.00	-492.00	165.00
Long Term Lets (Fife Council)	2015.39	1117.28	730.56		-1284.83	-167.55
Library	3396.64	198.80		6793.28	3396.64	3595.44
Youth Club	0	0.00		0.00	0.00	0.00
Fife Council (Homework Club costs)				1942.50	1942.50	1942.50
	6087.03	1973.08	730.56	8918.78	3562.31	5535.39

(g) **Activity Fees** are defined as fees for activities which are organised by the Tayside Institute itself. Revenue from activities organised by private tutors who rent rooms for the purpose is shown as Room Hire.

(h) Miscellaneous Income (Main Account)	10 months OLD ACCOUNT	2 months SCIO ACCOUNT
	£	£
Reverse temp transfer to SCIO	10.00	
Amazon refund	4.99	
	14.99	0.00

(i) Nominal rent for premises under lease agreement with Fife Council.

(j) Creditors (Main Account)	10 months OLD ACCOUNT	incr/(decr) from prev yr	2 months SCIO ACCOUNT	incr/(decr) from Jan 31st
	£	£	£	£
	0	0	0	0

Creditors (Project Account)

0 0.00

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2022-23 FINANCIAL STATEMENT:

at 31.3.23

Debtors (Main Account)	Main a/c	increase/ (decrease)
Library	3197.84	3197.84
Room Hire	18.00	-1282.00
Fife Council	898.11	-499.04
Youth Club (unreceipted expense)	54.64	54.64
Total main account debtors	4168.59	1471.44

2022-23

Miscellaneous Income (Main Account)

Refund for BT callout	192.00
	192.00

Creditors (Main Account)

at 31.3.23 increase/ (decrease)

0.00	
0.00	
0.00	0.00

Creditors (Project Account)

for foodbank s	38.35
odbank suppli	196.30
	234.65
	234.65

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31 MARCH 2024 (continued)

(k) Miscellaneous Costs

	April 1st 2023- March 31st 2024				
	MAIN ACCOUNTS		PROJECT ACCOUNTS		
	10 months OLD	2 months OLD	10 months OLD	2 months SCIO	
	ACCOUNT	ACCOUNT	ACCOUNT	ACCOUNT	
	£	£	£	£	
Foodbank and Heat Hub supplies*	402.88		341.46		
Petty Cash for foodbank and heat hub*	380.00				
Banner	40.00				
Rent	100.00				
Cash tin	15.98				
3 Disclosure checks	54.00				
Christmas decorations	52.50				
Gingerbread House	19.00				
Tupperware containers*	63.09				
Temporary transfer to SCIO account	10.00				
Other sundry	6.94			30	
Equals Money card fees				24	
Delivery and software	30.00	79.99	35.00		
	1,174.39	79.99	341.46	89.00	0

* transferred back from Project account

See also Misc Costs lines on Project Account Detail page

(l) Depreciation is calculated at 20% of the book value of Equipment and Furnishings, plus 10% of the book value of Tenant's Improvements.

(m) Tenants Improvements

	£	£	£	£	£
Understage staircase removal	320.00				320.00

(n) Equipment Purchased

	April 1st 2023- March 31st 2024				
	MAIN ACCOUNTS		PROJECT ACCOUNTS		TOTAL
	10 months OLD	2 months SCIO	10 months OLD	2 months SCIO	12 months
	ACCOUNT	ACCOUNT	ACCOUNT	ACCOUNT	
	£	£	£	£	£
Refrigerator			329.00		
Washing machine	309.00				
Karaoke machine			25.00		
Freezer (donated) Est. value				450.00	
Desktop PC		549			
Office laptop	449.00				
	758.00	549.00	354.00	450.00	2111.00
Delivery and software in Misc costs	30.00	79.99	35.00		144.99

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2022-23 FINANCIAL STATEMENT:

Miscellaneous Costs	2022-23	
	Main Account	Project account
Membership fee for Youth 1st		90.00
Sink unblocker	4.50	
Batteries	13.50	
Batteries	34.49	
Compost and plants	97.80	
Batteries	3.00	
Flowers	20.90	
Gardening society program adver	45.00	
Key cutting	15.80	
Party deposit refund	40.00	
Plants etc	67.82	
Subtotal	342.81	90.00
Rent	100.00	
Total	442.81	

2022-23 FINANCIAL STATEMENT:

Tenants Improvements	2022-23	
	Main Account	Project Account
Build wooden fence round play area		800.00
Painting back stairs and office	£1,050.00	
Painting DINO area	£1,841.00	
	2891.00	800.00
Equipment Purchased	2022-23	
Storage boxes	£18.00	
Tables for art class	£257.94	
Tea urn	£94.99	
Loop system	£885.49	
Soup pot	£24.72	
	1281.14	0.00

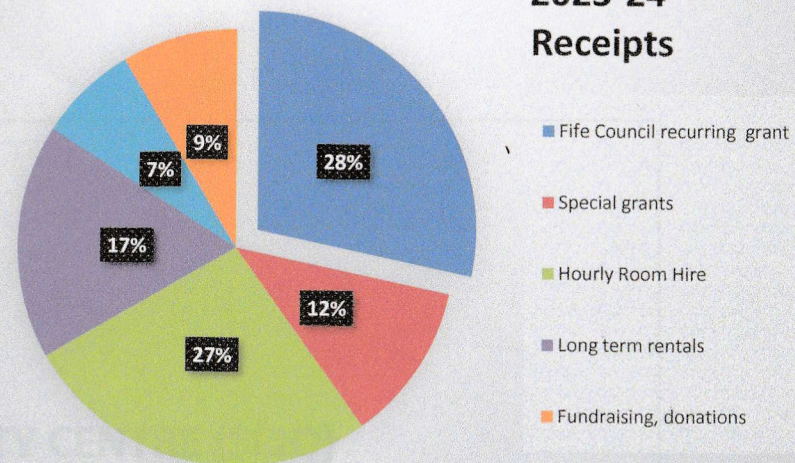
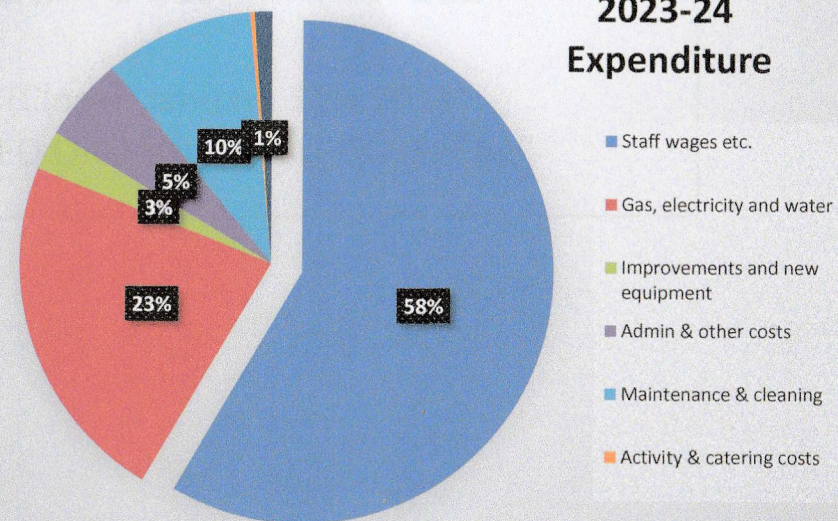
MAIN AND PROJECT ACCOUNTS SUMMARISED IN CASH TERMS

Charity and SCIO Main accounts and Charity and SCIO Project accounts are shown merged.

RECEIPTS £	MAIN ACCOUNTS	PROJECT ACCOUNTS	TOTAL
Fife Council recurring grant	23,623		23,623
Special grants	9,750	0	9,750
Hourly Room Hire	22,197		22,197
Long term rentals	14,403		14,403
Activities,	5,756	379	6,135
Fundraising, donations	7,169		7,169
Trading etc.	495		495
Total cash received	83,392	379	83,771

EXPENDITURE £	MAIN ACCOUNTS	PROJECT ACCOUNTS	TOTAL
Staff wages etc.	55,016	1833	56,849
Gas, electricity and water	21,956		21,956
Improvements and new equipment	1,627	804	2,431
Admin & other costs	5,157	89	5,246
Maintenance & cleaning	3,091	6252	9,343
Activity & catering costs	296		296
Fundraising costs	1,077		1,077
Total cash spent	88,219	8,978	97,197

£	MAIN ACCOUNTS	PROJECT ACCOUNTS	TOTAL
Gross margin	-4,827	-8,598	-13,425
Net transfers between accounts	2,050	-2,050	0
Net surplus / (deficit)	-2,777	-10,648	-13,426

2023-24 Receipts**2023-24 Expenditure**



TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

FINANCIAL STATEMENTS FOR THE YEAR TO 31st MARCH 2024

SCOTTISH CHARITY NUMBER SC005452 (Closed January 31st 2024)
AND SCOTTISH CHARITABLE INCORPORATED ORGANISATION SC052651

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2024

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TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
FINANCIAL STATEMENTS FOR THE YEAR TO 31 MARCH 2024
Introduction

The Tayside Institute Community Centre was built in 1923 by the Tayside Floorcloth Company to provide education, exercise and entertainment for the people of Newburgh. It has been the centre of the community ever since. For more than 40 years it has been run as a charity and managed by a voluntary committee of trustees and a handful of part time staff, with some financial and moral support from Fife Council.

As a charity registered in Scotland, the TICC was granted permission by OSCR, the Office of the Scottish Charity Regulator, in the Spring of 2023 to become a Scottish Charitable Incorporated Organisation (SCIO). A new charity number was granted and one of the requirements was to obtain new bank accounts. This and the setting up of online banking for those accounts proved to be a long and frustrating process, so that we were not ready to transfer the funds to the new accounts until February 2024.

At the same time we were in protracted negotiations with the Council over the lease of the building for the next 20 years. I am glad to report that a compromise has been reached and we await the formal document to sign.

The inflation in wage, gas and electricity costs over the last two years, the effect of the pandemic on many of our previously regular customers, and the limitations on the annual recurring grant from Fife Council have resulted in a decline in our funds. We were lucky to have built up substantial reserves over the previous years, but our financial projections in early 2023 were gloomy. Since then, gas and electricity costs have gone down and our trustees and staff have been working extra hard, for no increase in pay, to create new fundraising events. As you will see in the detail to the Project accounts, we have also taken the Foodbank in-house and have been working with the Council to set up new child care activity sessions. As a result, our financial outlook is somewhat better, but our Main account reserves are still projected to be used up by the end of the year.

With the transition to being a SCIO in February, the charity and SCIO accounts are presented as 'Merged' on the summary pages, and the detail pages separate the two sets of accounts. Although £5,000 was left in each of the charity accounts temporarily as a buffer against delayed payments, only a few transactions occurred after January 31st, which are shown under '2 months Old account transition'.

These accounts are presented in a standard format, and as such they are as dry as dust to any but a professional accountant. They are also more complicated than usual due to the transition to SCIO and due to there being more discrete project incomes and expenditures. The last page simplifies them graphically in total cash terms for the year.

[REDACTED], Treasurer
April 2024

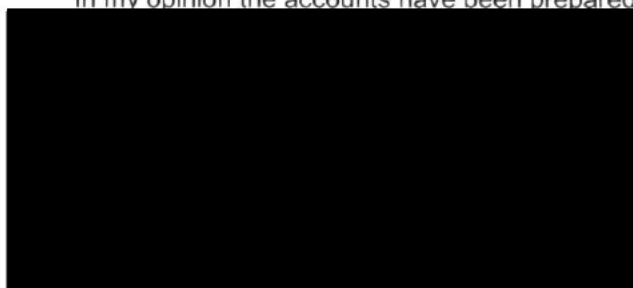
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations.

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and explanations obtained from the trustees for any unusual items therein.

In the course of my examinations no matter has come to my attention which gives me reasonable cause to believe that in any material respects the requirements to keep accounting records in accordance with Section 44(1) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations have not been met.

In my opinion the accounts have been prepared in accordance with the records maintained and comply with Regulation 8 of the 2006 Accounts Regulations.



Date 03/06/24

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
2023-24 FINANCIAL STATEMENT

Merged accounts Including 10 months to January 31st 2024 - as charity
SC005452

STATEMENT OF FINANCIAL ACTIVITIES 2023-24
INCOME

	CURRENT PERIOD April 1st 2023 - March 31st 2024		
	MAIN ACCOUNTS	PROJECT ACCOUNTS	TOTAL funds
	Unrestricted £	Restricted £	TOTAL funds £
Donations	758	450	1208
Legacies	0	0	0
Grants	33373	0	33373
Income from Fundraising Activities	6411	0	6411
Gross trading Income	480	0	480
Income from Investments	0	0	0
Rents from Land & Buildings	17831	0	17831
Gross receipts from Other Charitable Activities	28133	755	28887
Proceeds from Sale of Fixed Assets	0	0	0
Proceeds from Sale of Investments	0	0	0
Intangible Income	0	0	0

TOTAL	86985	1205	88190
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COSTS

Expenses from Fundraising Activities	1077	0	1077
Gross Trading Costs	252	0	252
Investment Management Costs	0	0	0
Costs of Charitable Activities	84411	14891	99302
Grants and Donations	240	0	240
Governance Costs	523	0	523
Purchase of Investments	0	0	0
Payments to Trustees	0	0	0
Depreciation	3591	1949	5540

TOTAL	90094	16840	106934
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NET INCOME/(COST)

	-3109	-15635	-18744
Net Transfers between accounts	2050	-2050	0

SURPLUS/(DEFICIT) FOR THE YEAR

	-1059	-17684	-18744
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Total funds at end of previous period	33517	14382	47899
Change in Reserves and Provisions	10000	16539	26539

TOTAL FUNDS AT END OF THIS PERIOD

	42457	13237	55694
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PREVIOUS PERIOD

April 1st 2022 - March 31st 2023

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MAIN ACCOUNTS PROJECT ACCOUNT

Unrestricted £	funds £	TOTAL funds £
250	0	250
0	0	0
27731	5000	32731
2358	0	2358
493	0	493
0	0	0
23347	0	23347
26371	1263	27634
0	0	0
0	0	0
0	0	0

80550	6263	86813
--------------	-------------	--------------

435	0	435
169	0	169
0	0	0
85894	530	86424
0	0	0
492	0	492
0	0	0
0	0	0
3783	2084	5867

90773	2614	93387
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-10223	3650	-6573
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-1915	1915	0
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-12138	5565	-6573
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35655	15667	51322
10000	-6849	3151

33517	14382	47899
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TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)**2023-2024 FINANCIAL STATEMENT:****BALANCE SHEET***page 4*

Merged accounts including 10 months to January 31st
2024 as charity SC005452

	CURRENT PERIOD		
	At March 31st 2024		
	MAIN ACCOUNTS	PROJECT ACCOUNTS	
	Unrestricted fund	Restricted and designated funds	TOTAL funds
	£	£	£
TANGIBLE FIXED ASSETS			
Net book value at March 31st	26749	13237	39986
CURRENT ASSETS	35709	39641	75350
minus CURRENT LIABILITIES	0	0	0
NET CURRENT ASSETS	35709	39641	75350
minus RESERVES & PROVISIONS	-20000	-39641	-59641
TOTAL NET ASSETS	42457.55	13237.42	55694.77

	PREVIOUS PERIOD		
	At March 31st 2023		
	MAIN ACCOUNT	PROJECT ACCOUNT	
	Unrestricted fund	Restricted funds	TOTAL funds
	£	£	£
	28713	14382	43095
	34804	56415	91218
	0	-235	-235
	34804	56180	90984
	-30000	-56180	-86180
	33517	14382	47899

Approved by the Management Committee on



TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

April 1st 2023- March 31st 2024

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April 1st 2022- March 31st 2023

2023-2024 FINANCIAL STATEMENT:

INCOME DETAIL

INCOME CATEGORY	item	Note	MAIN ACCOUNTS (unrestricted)			PROJECT ACCOUNTS (Restricted and designated)		All accounts 12 months TOTAL	MAIN ACCOUNT	PROJECT ACCOUNT	TOTAL
			10 months OLD CHARITY ACCOUNT	2 months OLD ACCOUNT TRANSITION	2 months SCIO ACCOUNT	10 months OLD CHARITY ACCOUNT	2 months SCIO ACCOUNT		Unrestricted fund	Restricted and designated funds	
			£	£	£	£	£	£	£	£	£
Donations		(a)	537.50	0.00	220.00	450.00	0.00	1207.50	250.00	0.00	250.00
Legacies			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grants	Fife Council recurring grant		23623.00	0.00	0.00	0.00	0.00	23623.00	22498.00		22498.00
	Furlough grants from HMRC								0.00		0.00
	Other grants	(b)	9750.00	0.00	0.00	0.00	0.00	9750.00	5233.00	5000.00	10233.00
	Subtotal		33373.00	0.00	0.00	0.00	0.00	33373.00	27731.00	5000.00	32731.00
Receipts from Fundraising Activities	Fundraising events	(c)	3204.10	0.00	3207.22	0.00	0.00	6411.32	2358.00	0.00	2358.00
	Membership fees	(d)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Subtotal		3204.10	0.00	3207.22	0.00	0.00	6411.32	2358.00	0.00	2358.00
Gross Trading Receipts	Photocopying	(e)	96.00	0.00	66.60	0.00	0.00	162.60	133.20		133.20
	Cyber Cafe		85.00	0.00	35.00	0.00	0.00	120.00	80.00		80.00
	Catering		182.80	0.00	14.50	0.00	0.00	197.30	279.50		279.50
	Subtotal		363.80	0.00	116.10	0.00	0.00	479.90	492.70	0.00	492.70
Income from Investments	Bank interest		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rents from land and buildings	Fife Council (receipts including recovery of previous debt)		5464.88	5070.11	0.00	0.00	0.00	10534.99	10646.76		10646.76
	Increase /(decrease) in debt	(f)	1117.28	-1284.83	0.00	0.00	0.00	-167.55	-499.04		-499.04
	Office/studio rentals		2000.00	200.00	200.00	0.00	0.00	2400.00	2400.00		2400.00
	Library (caretaking services)		0.00	0.00	0.00	0.00	0.00	0.00	3197.84		3197.84
	Increase in Library debt	(f)	198.80	0.00	3396.64	0.00	0.00	3595.44	3197.84		3197.84
	DINO		1468.00	0.00	0.00	0.00	0.00	1468.00	4404.00		4404.00
	Increase /(decrease) in DINO debt		0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Subtotal		10248.96	3985.28	3596.64	0.00	0.00	17830.88	23347.40	0.00	23347.40
Gross receipts from other charitable activities	Activity fees	(g)	1704.91	0.00	320.00	0.00	0.00	2024.91	2320.40		2320.40
	Youth Club fees		3541.20	0.00	190.00	219.25	159.90	4110.35	90.50	1263.44	1353.94
	Youth Club incr/(decr) debt		0.00	0.00	0.00	0.00	0.00	0.00	54.64		
	Room hire (including recovery of any previous debt)		15576.50	2475.00	4145.00	0.00	0.00	22196.50	24995.50		24995.50
	Room Hire increase/(decrease) in debts	(f)	657.00	0.00	-492.00	0.00	0.00	165.00	-1282.00		-1282.00
	Equals Money card balance		0.00	0.00	0.00	375.66	0.00	375.66			
	Miscellaneous income	(h)	14.99	0.00	0.00	0	0.00	14.99	192.00		192.00
	Subtotal		21494.60	2475.00	4163.00	594.91	159.90	28887.41	26371.04	1263.44	27634.48
Proceeds from sale of fixed assets			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Proceeds from sale of investments			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Intangible income			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INCOME			69221.96	6460.28	11302.96	1044.91	159.90	88190.01	80550.14	6263.44	86813.58

2023-2024 FINANCIAL STATEMENT:

COST DETAIL

COST CATEGORY	item	Note	MAIN ACCOUNTS (unrestricted)			PROJECT ACCOUNTS (Restricted and designated)		All accounts 12 months TOTAL	MAIN ACCOUNT Unrestricted	PROJECT ACCOUNT Restricted	TOTAL
			10 months OLD ACCOUNT	2 months OLD ACCOUNT TRANSITION	2 months SCIO ACCOUNT	10 months OLD ACCOUNT	2 months SCIO ACCOUNT				
			£	£	£	£	£	£	£	£	£
Expenses for Fundraising Activities	General fundraising costs		930.00	103.06	43.79	0.00	0.00	1076.85	434.58		434.58
	subtotal		930.00	103.06	43.79	0.00	0.00	1076.85	434.58	0.00	434.58
Gross Trading Payments	Catering		252.00	0.00	0.00	0.00	0.00	252.00	168.96		168.96
	subtotal		252.00	0.00	0.00	0.00	0.00	252.00	168.96	0.00	168.96
Investment Management Costs			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payments relating directly to charitable activities	Activity Costs		0.00	0.00	43.75	6029.32	687.37	6760.44	0.00		0.00
	Office & Admin excl photocopier		982.49	0.00	278.22			1260.71	945.28		945.28
	Photocopying	(e)	235.86	0.00	0.00			235.86	315.25		315.25
	Insurance and Licences		1013.59	40.00	159.00			1212.59	1161.25		1161.25
	Maintenance & Cleaning		2772.03	25.99	292.65	6252.00	0.00	9342.67	3596.74	205.00	3801.74
	Wages		46852.93	144.31	8018.67	1832.64	0.00	56848.55	57482.94		57482.94
	Gas,Electricity & Water		16502.44	0.00	5453.43			21955.87	21394.96		21394.96
	Rent	(i)	100.00	0.00	0.00			100.00	100.00		100.00
	Food for Heat Hub								365.26		365.26
	Expenses for Youth Clubs								189.94		189.94
	Change in creditors	(j)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	234.65	234.65
	Other Miscellaneous & Sundry	(k)	1074.39	79.99	341.46	89.00	0.00	1584.84	342.81	90.00	432.81
	subtotal		69533.73	290.29	14587.18	14202.96	687.37	99301.53	85894.43	529.65	86424.08
Grants and donations relating directly to charitable activities	Retirement gifts for 2 employees		240.00	0.00	0.00	0.00	0.00	240.00	0.00		0.00
	subtotal		240.00	0.00	0.00	0.00	0.00	240.00	0.00	0.00	0.00
Governance costs	Examination of accounts		523.00	0.00	0.00	0.00	0.00	523.00	492.00		492.00
	Preparation of accounts							0.00	0.00		0.00
	Administration of wages							0.00	0.00		0.00
	Legal costs							0.00	0.00		0.00
	subtotal		523.00	0.00	0.00	0.00	0.00	523.00	492.00	0.00	492.00
Purchase of investments			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payments to trustees			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Costs before depreciation			71478.73	393.35	14630.97	14202.96	687.37	101393.38	86989.97	529.65	87519.62
Depreciation of fixed assets		(l)	3481.40		109.80	1859.05	90.00	5540.25	3782.69	2084.17	5866.86
TOTAL COSTS			74960.13	393.35	14740.77	16062.01	777.37	106933.63	90772.66	2613.82	93386.48

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

At March 31st 2024 as SCIO

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At January 31st 2024 as Charity

2023-24 FINANCIAL STATEMENT

BALANCE SHEET DETAIL

TANGIBLE FIXED ASSETS

	Notes	SCIO MAIN ACCOUNT Unrestricted	SCIO PROJECT ACCOUNT Restricted or designated funds	SCIO ACCOUNTS TOTAL	OLD MAIN ACCOUNT Unrestricted	OLD PROJECT ACCOUNT Restricted or designated funds	OLD ACCOUNTS TOTAL	MAIN ACCOUNT Unrestricted	PROJECT ACCOUNT Restricted or designated funds	TOTAL
		£	£	£	£	£	£	£	£	£
Net book value at end of prior period										
Tenant's improvements		24447.96	10882.44	35330.40				24447.96	10882.44	35330.40
Equipment & Furnishings		4265.01	3500.03	7765.04				4265.01	3500.03	7765.04
Additions										
Tenant's improvements	(m)	320.00	0.00	320.00				320.00	0.00	320.00
Equipment & Furnishings	(n)	1307.00	804.00	2111.00				758.00	354.00	1112.00
Disposals										
Tenant's improvements	(o)	0.00	0.00	0.00				0.00	0.00	0.00
Equipment & Furnishings		0.00	0.00	0.00				0.00	0.00	0.00
Transfers:		0.00	0.00	0.00				0.00	0.00	0.00
minus Depreciation charge for the period	(l)	-3591.20	-1949.05	-5540.25				-3481.40	-1859.05	-5340.45
Net book value		26748.78	13237.42	39986.20	0.00	0.00	0.00	26309.58	12877.42	92410.61

CURRENT ASSETS

Debtors	(f)	8918.78	0.00	8918.78	730.56	0.00	730.56	6087.03	0.00	6087.03
Petty Cash (normal trading)		37.72	0.00	37.72	0.00	0.00	0.00	32.25	0.00	32.25
Petty Cash (restricted)		0	67.70	67.70	0.00	0.00	0.00	0	167.66	167.66
Stock		0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bank		21866.31	39221.61	61087.92	4155.20	0.00	4155.20	30037.71	39938.77	69976.48 *
Equals Money card balance		0	351.66	351.66	0.00	0.00	0.00	0.00	375.66	375.66
minus uncleared cheques included in costs		0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Current Assets		30822.81	39640.97	70463.78	4885.76	0.00	4885.76	36156.99	40482.09	76639.08

minus CURRENT LIABILITIES

Creditors (due within one year)	(j)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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NET CURRENT ASSETS

		30822.81	39640.97	70463.78	4885.76	0.00	4885.76	36156.99	40482.09	76639.08
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minus PROVISIONS Reserves and provisions for projects

		-20000.00	-39640.97	-59640.97	0.00	0.00	0.00	-20000.00	-40482.09	-60482.09
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TOTAL ASSETS MINUS LIABILITIES

		37571.59	13237.42	50809.01	4885.76	0.00	4885.76	42466.57	12877.42	55343.99
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Funds to be transferred to SCIO in April

Values transferred to SCIO on 1st February 2024 less £5,000 transition buffer left in Main account

* excludes £100 from each account sent to open SCIO accounts in Dec 2023

The Project Account is a separate bank account which was set up to hold funds which had been granted, fund-raised or allocated for specific projects.

The funds may have come from Fife Council, from other grant providers, from individual donors, from fundraising events or from Main Account reserves.

As such, these funds needed to be ring-fenced and used only for their intended specific purpose.

Within the Project Account, specific book-keeping has been maintained for each project.

PROJECT DESCRIPTIONS

The **Food Bank** was set up in a separate building in the garden of the TICC, but has been brought into the main building and has received grants to purchase food and domestic supplies. It runs on Monday mornings and Thursday afternoons and is very well used. The demand has increased steadily since it was brought in to the TICC. A refrigerator and a freezer (donated) have been added. In the early stages food supplies were bought by staff or volunteers using their own funds or cash from the Main account.

The **Equals Money** card is a prepaid debit card in a separate bank account which allows pre-set limited weekly expenditure on-line or at point of sale. It was obtained to facilitate purchases of supplies for the Foodbank by our volunteer William Simpson without any financial involvement on his part other than use of the card. The expenditure limits are set by the Treasurer and all transactions are visible to the Treasurer. It worked well for small local purchases, or for larger online purchases for delivery from major supermarkets. However, as transport is needed to reach budget supermarkets, the food buying was taken over by our trustees [REDACTED] [REDACTED] [REDACTED] [REDACTED] using their own cards and claiming reimbursements with receipts.

The **Heat Hub** operated during the colder months providing soup, bread, tea and coffee and has received grants to cover allocated wages, overheads and expenses.

Summer Camp and Homework Club ('NASAH'): Following the closure of the DINO out-of-school club we operated a Summer Camp for children during the school holidays, run by youth club and ex-DINO staff. Wages were administered by us and deducted from the Fife Council grant or claimed back from Fife Council. The Homework Club was a similar arrangement in term time during two evenings a week.

CLD (Community Learning & Development): Fife Council money for adult learning projects. It was used in 2023 to support an Old Folks Outing organised by the Thursday Club.

Youth Clubs: The Youth Clubs used to have a separate bank account which they managed. The funds have now been brought into the Project Account.

Cycling: This project initiated by our CLD officer aimed to introduce members of the public and their families to the benefits of cycling, but since his reassignment there has been no activity. The bicycles are recorded as a fixed asset and are kept in storage, and so must be insured. The insurance policy supplement for the bicycles is transferred to the main account.

Boiler replacement: A grant of £15,000 was received from the Council in 2017-18 for replacement of obsolete boilers. Recently two of our 3 boilers have been shut down and a full overhaul is to be undertaken. Following an adverse report of inspection on our hard wiring, a second detailed inspection and repairs had to be commissioned and we were authorised to use the Boiler fund to pay for it.

Business Development: During 2020 a Fife Council Business Development grant of £25,000 was received to support the recovery of the business after Covid. At the time our Main Account reserves were adequate and £20,000 of this was placed in the Boiler Fund. In view of the financial outlook in 2023-24 the £20k was separated and re-designated under its original title. Some of this money has been transferred into the Main Account temporarily to act as a buffer during the transition to SCIO, and into the SCIO project account to open it. It is intended that these transfers will be reversed prior to the year end, and some will be spent on developing the business, but the Business Development fund will be held mainly as a Reserve in view of continuing deficits projected in the Main Account during 2024-25.

Four projects were dormant during the period and had no incomings or outgoings. The balances in these accounts are: **Back Garden** £532.92, **IT project** £450, **Stairlift** £2524.77, **Bike access path** £1509.94. A 'Growzone' project is currently at the public consultation stage and may attract funding but may also use the Back Garden and Bike Access funds.

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
2023-24 FINANCIAL STATEMENT

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CHARITY PROJECT ACCOUNT INCOME AND EXPENDITURE April 1st 2023 to January 31st 2024

DETAILED BY PROJECT

		Project	Food Bank	Heat Hub	Homework Club	CLD	Youth Clubs	Cycling	Back Garden	IT project	Boiler	Bus.Dev't	Stairlift	Bike Access	TOTAL
Starting balance at 31/3/23			5233.00	3046.28	0	686.57	1063.94	2368.55	532.92	450.00	39000.00	0.00	2524.77	1508.94	56414.97
Income	Grants received via main account	922.23	2500.00	5500.00	800										9722.23
	Grants received directly														0.00
	Fees						219.25								219.25
Assets	Refrigerator bought by trustee**	-364.00	<includes £35 delivery charge->Misc. costs												-364.00
	**Not including estimated value £450 of Freezer received as a donation														
Transfers to Main account	Karaoke machine bought through main account				-25.00										-25.00
	Food and supplies bought through main account	-392.88			-35.97										-428.85
	Main account cash withdrawals for foodbuying float	-400.00													-400.00
	Allocated wage and admin costs in main account				-2250.2										-2250.20
	Allocated insurance cost in main account							-262.44							-262.44
	Allocated operating costs claimed against grant			-3028.48 *											-3028.48
	Miscellaneous costs		-63.09												-63.09
	Transferred to main account as temporary buffer											-5000			-5000.00
Expenditure	Food and supplies bought by staff or trustees	-2119.95	-21.84	-538.14			-71.05								-2750.98
	Project account funds for cash purchases			-230.00			-300.00								-530.00
	Activity cost					-1400									-1400.00
	Electrical inspection and maintenance cost										-6252.00				-6252.00
	Miscellaneous costs	-35.00					-30.00								-65.00
	Paid to Fife Council for seconded youth workers			-1832.64											-1832.64
	Transferred to Equals Money card	-1700.00													-1700.00
Other Transfers	Transferred to open TICC SCIO project account											-100			-100.00
	Transfers between projects	57.26	-17.80	-39.46							-20000	20000			0.00
Balance at Jan 31		1200.66	2415.07	548.59	86.57	882.14	2106.11	532.92	450.00	12748.00	14900.00	2524.77	1508.94		39903.77
Equals Money	transferred to Equals Money card	1700.00													1700.00
	Foodbank food purchases via Equals Money card	-1348.34													-1348.34
	Equals Money card fee (in Miscellaneous)	-24.00													-24.00
	Balance at Jan 31	375.66													375.66
Petty Cash				29.40	7.55	130.71									167.66
Transfers from Main Account		922.23	2500.00	5500.00	800.00										9722.23
Transfers to Main Account		-792.88	-3091.57	-2311.17	0.00	0.00	-262.44	0.00	0.00	0.00	0.00	-5000.00	0.00	0.00	-11458.06
* 3028.48 transferred twice in error and transferred once back															

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
2023-24 FINANCIAL STATEMENT

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SCIO PROJECT ACCOUNT INCOME AND EXPENDITURE February 1st - March 31st 2024
SUMMARISED BY PROJECT

		Project	Food Bank	Heat Hub	Homework Club	CLD	Youth Clubs	Cycling	Back Garden	IT project	Boiler	Bus.Dev't	Stairlift	Bike Access	TOTAL
			£	£	£	£	£	£	£	£	£	£	£	£	£
SUMMARY	SCIO Project account balance at January 31st											100.00			100.00
Subtotals February & March															
	Transfers from Old main account		27.77												27.77
	Transfers from Old Project account		1235.66	2415.07	548.59	86.57	882.14	2106.11	532.92	450.00	12748.00	14900.00	2524.77	1508.94	39938.77
	Transfer to Main account payment for food supplies		-341.46												-341.46
	Income						159.90								159.90
	Reimbursements to trustees for food supplies		-663.37												-663.37
Account Balance at March 31st			258.6	2415.07	548.59	86.57	1042.04	2106.11	532.92	450	12748	15000	2524.77	1508.94	39221.61
Equals Money															
	Card balance at January 31st		375.66												
	Spent in January & March		-24.00												
	Balance at March 31st		351.66												
Total Foodbank costs in February & March including card spending			-1028.83												
	ditto excluding transfer		-687.37												
Petty cash balance at March 31st					15.51	4.42	47.77								67.70

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)
2023-24 FINANCIAL STATEMENT:

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INTER-ACCOUNT TRANSFERS

April 1st 2023- January 31st 2024

April 1st 2022- March 31st 2023

		MAIN ACCOUNTS (unrestricted)		PROJECT ACCOUNTS (Restricted and designated)		TOTAL	MAIN ACCOUNT		PROJECT ACCOUNT	TOTAL
		10 months OLD ACCOUNT	2 months SCIO ACCOUNT	10 months OLD ACCOUNT	2 months SCIO ACCOUNT	12 months	Unrestricted fund	Restricted funds		
		£	£	£	£	£	£	£	£	£
Inter account funds transfers before February 1st										
20/04/2023	For foodbank supplies* see note 2	225.49		-225.49		0	-5233	5233		0
10/05/2023	For foodbank supplies*	33.05		-33.05		0	-90.5	90.5		0
10/05/2023	For foodbank supplies*	134.34		-134.34		0	200	-200		0
15/05/2023	For foodbank supplies*	10.00		-10.00		0	24.72	-24.72		0
05/06/2023	Foodbank cash float*	40.00		-40.00		0	200	-200		0
05/09/2023	Foodbank cash float*	140.00		-140.00		0	1729	-1729		0
05/06/2023	For foodbank supplies*	10.00		-10.00		0	1000	-1000		0
07/06/2023	For Heat Hub wages & admin*	3028.48		-3028.48		0	254.33	-254.33		0
13/06/2023	Duplicate in error (reversed below)	3028.48		-3028.48		0				
20/06/2023	Foodbank cash float*	200.00		-200.00		0	-1915.45	1915.45		0.00
20/06/2023	Karaoke machine for Summer camp	25.00		-25.00		0				
13/07/2023	Repayment of Summer Camp wages	440.00		-440.00		0				
07/08/2023	Repayment of Summer Camp wages	1540.00		-1540.00		0				
19/08/2023	Repayment of Summer Camp admin costs	270.20		-270.20		0				
20/11/2023	Repayment of insurance premium for bikes	262.44		-262.44		0				
20/11/2023	Repay materials for HomewOrk Club ('NASAH')	35.97		-35.97		0				
27/11/2023	Repay for tubs for Heat Hub	63.09		-63.09		0				
04/12/2023	Transfer buffer for transition period	5000.00		-5000.00		0				
31/01/2024	Transfer nominal sum to open new account			-100.00	100.00	0				
14/12/2023	Subtotal from projects account	14486.54	0.00	-14586.54	100.00	0.00				
20/06/2023	Place grant for Thursday Club treat in Project Account	-800.00		800.00		0				
13/06/2023	Reversal of duplicate transfer (Heat hub costs)	-3028.48		3028.48		0				
10/07/2023	Place grant for Summer camp in Project Account	-5500.00		5500.00		0				
22/11/2023	Place 'Warm welcome' grant in project account	-2500.00		2500.00		0				
22/11/2023	place foodbank grant in Project account	-922.23		922.23		0				
14/12/2023	Transfer nominal sum to open new account	-100.00	100.00			0				
	subtotal from main account	-12850.71	100.00	12750.71	0.00	0.00				
	Net Subtotal to Jan 31st	1635.83	100.00	-1835.83	100.00	0.00				
	Net transfer total	1635.83	100.00	-1835.83	100.00	0.00				
	Merged totals at January 31st 2024	1735.83		-1735.83						

* The supplies for the Foodbank were bought initially using the main account debit card at point of sale or to obtain a float for cash purchases. The main account was compensated by transfers from the Foodbank fund in the Project Account. Later purchases were made using either a dedicated prepaid debit card ('Equals Money') or personal credit cards and reimbursed direct from the Foodbank fund in the project Account.

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

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2023-24 FINANCIAL STATEMENT:

February 1st 2024- March 31st 2024

INTER-ACCOUNT TRANSFERS

Inter account funds transfers after January 31st 2024

		<u>MAIN ACCOUNTS</u> <u>(unrestricted)</u>		<u>PROJECT ACCOUNTS (Restricted</u> <u>and designated)</u>		<u>TOTAL</u>
		OLD ACCOUNT	SCIO ACCOUNT	OLD ACCOUNT	SCIO ACCOUNT	
		£	£	£	£	£
01/02/2024	Transfer from old Main A/C to SCIO A/C	-22,000.00	22,000.00			0.00
01/02/2024	Transfer from old Project a/c to SCIO Project accounts			-28000.00	28000.00	0.00
28/02/2024	Transfer all but £5000 tfrom old to SCIO main account	-6,314.26	6,314.26			
28/02/2024	Transfer all but £5000 from old to SCIO Project a/c			-6938.77	6938.77	0.00
11/03/2024	Transfer balance of Foodbank grant		-27.77		27.77	0.00
19/03/2024	Refund SCIO main account for foodbank payment		341.46		-341.46	0.00
28/03/2024	Transfer final £5000 to SCIO Project account			-5000.00	5000.00	0.00
Net transfer total		-28,314.26	28,627.95	-39,938.77	39,625.08	0.00
Merged totals at March 31st 2024		313.69		-313.69		
Merged totals for the year		2049.52		-2049.52		

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31 MARCH 2024

These financial statements have been prepared under the historical cost convention.

During the year, approval was received from OSCR to become a Scottish Charitable Incorporated Organisation (SCIO). New bank accounts were created, suppliers were notified and the official transition occurred on February 13th 2024. However, the bank's limitation on asset transfers on one day, and the need to accommodate charges which overran the switch date, meant that the actual transition was completed over the remaining 2 months of the financial year. Accordingly, the old and new accounts shown are separately to give as much clarity as possible.

[illegible]

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(d) **Memberships:** Fees for membership of the Tayside Institute were abolished in September 2016. Youth Club entrance fees are shown separately.

(e) **Photocopying:** Income shows fees for copying for the general public. All of the rental cost of the copier is shown under Cost of Charitable Activities, not Trading.

April 1st 2023- March 31st 2024

<u>Debtors</u> (Main Account)	<u>MAIN ACCOUNTS</u>						TOTAL
	10 months OLD ACCOUNT	incr/(decr) from prev yr	Feb & March OLD ACCOUNT	2 months SCIO ACCOUNT	incr/(decr) from Jan 31st	incr/(decr) from prev yr	
	£	£	£	£	£	£	
Room Hire (various)	675.00	657.00		183.00	-492.00	165.00	
Long Term Lets (Fife Council)	2015.39	1117.28	730.56		-1284.83	-167.55	
Library	3396.64	198.80		6793.28	3396.64	3595.44	
Youth Club	0	0.00		0.00	0.00	0.00	
Fife Council (Homework Club costs)				1942.50	1942.50	1942.50	
	6087.03	1973.08	730.56	8918.78	3562.31	5535.39	

2022-23 FINANCIAL STATEMENT:

at 31.3.23

Debtors (Main Account)	Main a/c	increase/ (decrease)
Library	3197.84	3197.84
Room Hire	18.00	-1282.00
Fife Council	898.11	-499.04
Youth Club (unreceived expense)	54.64	54.64
Total main account debtors	4168.59	1471.44

10 months OLD
ACCOUNT

Reverse temp transfer to SCIO	10.00
Amazon refund	4.99
	<hr/> 14.99

2 months SCIO
ACCOUNT

ACCOUNT	
	0.00
	0.00

2022-23

Miscellaneous Income (Main Account)

Refund for BT callout	192.00
	<u>192.00</u>

10 months OLD	incr/(decr) from
ACCOUNT	prev yr

<u>Creditors (Main Account)</u>	10 months OLD ACCOUNT	incr/(decr) from prev yr
	£	£
	0	0

2 months SCIO	incr/(decr) from Jan
ACCOUNT	31st

2 months SCIO	incr/(decr) from Jan
ACCOUNT	31st
£	£
0	0

0	0.00
---	------

Creditors (Project Account)	0	0.00
-----------------------------	---	------

Creditors (Main Account)

at 31.3.23	increase/ (decrease)
0.00	
0.00	
0.00	0.00

Creditors (Project Account)

for foodbanks	38.35	
Foodbank supply	196.30	
	<u>234.65</u>	234.65

TAYSIDE INSTITUTE COMMUNITY CENTRE (SCIO)

NOTES TO THE ACCOUNTS FOR THE YEAR TO 31 MARCH 2024 (continued)

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(k) Miscellaneous Costs

April 1st 2023- March 31st 2024					
MAIN ACCOUNTS			PROJECT ACCOUNTS		
10 months OLD ACCOUNT	2 months OLD ACCOUNT	2 months SCIO ACCOUNT	10 months OLD ACCOUNT	2 months SCIO ACCOUNT	
£	£		£	£	
Foodbank and Heat Hub supplies*	402.88				341.46
Petty Cash for foodbank and heat hub*	380.00				
Banner	40.00				
Rent	100.00				
Cash tin	15.98				
3 Disclosure checks	54.00				
Christmas decorations	52.50				
Gingerbread House	19.00				
Tupperware containers*	63.09				
Temporary transfer to SCIO account	10.00				
Other sundry	6.94			30	
Equals Money card fees				24	
Delivery and software	30.00	79.99		35.00	
	1,174.39	79.99		89.00	0

* transferred back from Project account

See also Misc Costs lines on Project Account Detail page

(l) Depreciation is calculated at 20% of the book value of Equipment and Furnishings, plus 10% of the book value of Tenant's Improvements.

(m) Tenants Improvements

April 1st 2023- March 31st 2024					
MAIN ACCOUNTS			PROJECT ACCOUNTS		TOTAL
10 months OLD ACCOUNT	2 months SCIO ACCOUNT		10 months OLD ACCOUNT	2 months SCIO ACCOUNT	12 months
£	£		£	£	£
Understage staircase removal	320.00				320.00

(n) Equipment Purchased

April 1st 2023- March 31st 2024					
MAIN ACCOUNTS			PROJECT ACCOUNTS		TOTAL
10 months OLD ACCOUNT	2 months SCIO ACCOUNT		10 months OLD ACCOUNT	2 months SCIO ACCOUNT	12 months
£	£		£	£	£
Refrigerator			329.00		
Washing machine	309.00				
Karaoke machine			25.00		
Freezer (donated) Est. value				450.00	
Desktop PC		549			
Office laptop	449.00				
	758.00	549.00	354.00	450.00	2111.00
Delivery and software in Misc costs	30.00	79.99	35.00		144.99

2022-23 FINANCIAL STATEMENT:

Miscellaneous Costs		2022-23	
		Main Account	Project account
Membership fee for Youth 1st			90.00
Sink unblocker	4.50		
Batteries	13.50		
Batteries	34.49		
Compost and plants	97.80		
Batteries	3.00		
Flowers	20.90		
Gardening society program adver	45.00		
Key cutting	15.80		
Party deposit refund	40.00		
Plants etc	67.82		
Subtotal	342.81		90.00
Rent	100.00		
Total	442.81		

2022-23 FINANCIAL STATEMENT:

Tenants Improvements		2022-23	
		Main Account	Project Account
Build wooden fence round play area			800.00
Painting back stairs and office	£1,050.00		
Painting DINO area	£1,841.00		
	2891.00		800.00
Equipment Purchased			
2022-23			
Storage boxes	£18.00		
Tables for art class	£257.94		
Tea urn	£94.99		
Loop system	£885.49		
Soup pot	£24.72		
	1281.14		0.00

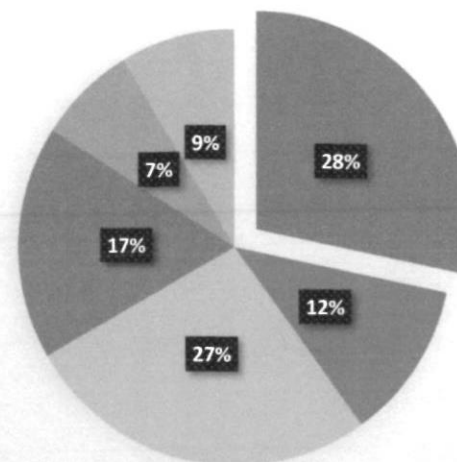
MAIN AND PROJECT ACCOUNTS SUMMARISED IN CASH TERMS

Charity and SCIO Main accounts and Charity and SCIO Project accounts are shown merged.

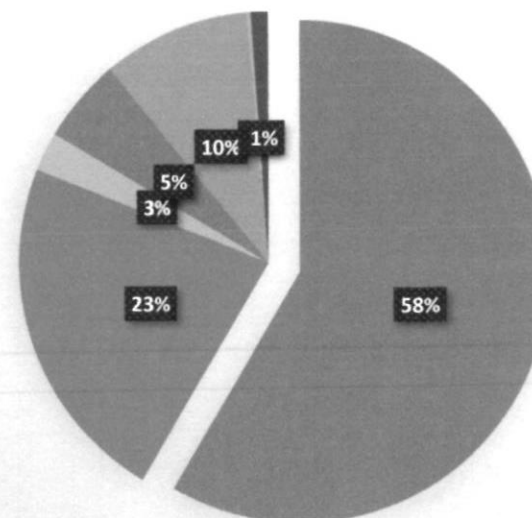
RECEIPTS £	MAIN ACCOUNTS	PROJECT ACCOUNTS	TOTAL
Fife Council recurring grant	23,623		23,623
Special grants	9,750	0	9,750
Hourly Room Hire	22,197		22,197
Long term rentals	14,403		14,403
Activities,	5,756	379	6,135
Fundraising, donations	7,169		7,169
Trading etc.	495		495
Total cash received	83,392	379	83,771

EXPENDITURE £	MAIN ACCOUNTS	PROJECT ACCOUNTS	TOTAL
Staff wages etc.	55,016	1833	56,849
Gas, electricity and water	21,956		21,956
Improvements and new equipment	1,627	804	2,431
Admin & other costs	5,157	89	5,246
Maintenance & cleaning	3,091	6252	9,343
Activity & catering costs	296		296
Fundraising costs	1,077		1,077
Total cash spent	88,219	8,978	97,197

£	MAIN ACCOUNTS	PROJECT ACCOUNTS	TOTAL
Gross margin	-4,827	-8,598	-13,425
Net transfers between accounts	2,050	-2,050	0
Net surplus / (deficit)	-2,777	-10,648	-13,426

**2023-24 Receipts**

- Fife Council recurring grant
- Special grants
- Hourly Room Hire
- Long term rentals
- Fundraising, donations

**2023-24 Expenditure**

- Staff wages etc.
- Gas, electricity and water
- Improvements and new equipment
- Admin & other costs
- Maintenance & cleaning
- Activity & catering costs

Tayside Institute Community Centre Annual Report

2023 - 2024

Chairperson's Report

This past year has been another one of great change for the TICC

At the end of January, we converted to a Scottish Charitable Incorporated Organisation (SCIO), which involved a great deal of extra administration from our staff and voluntary committee, in particular, our Treasurer. We have introduced a computerised accounting system, XERO, which is designed to reduce staff hours required for wages calculations and regular tracking of daily transactions etc. Our revered treasurer has decided it is time to retire and whilst we acknowledge he is irreplaceable, our introduction of the XERO system is probably as close as we are going to get in compensation for the treasurer's departure.

We now have a member of staff whose specific purpose is to promote activity within the centre and source external funding however this search for external funding is being gravely restricted by the fact that we were obliged by Fife Council to transfer the organisation to a SCIO status to enable the establishment of a new lease.

The new lease is still with Fife Council Legal Dept. awaiting alteration to incorporate previously agreed terms and is therefore not yet available to TICC for confirmation and signature which is proving to be an obstacle when applying for external funding in two respects.

- 1) Funders want to see that we are in possession of a long-term lease (which we are not).
- 2) The conversion to a SCIO which we were driven to by promises of a lease and funding opportunities has proved to be another obstacle as funders want to see results of two years operation which we do not have as the SCIO is a new entity and there is no interest in our previous operations.

It will therefore be necessary that Fife Council compensate the centre financially to enable the continued provision of services despite the shortfalls in funding ability that is resultant from the driven change in structure.

TICC ability to provide services is subject to:

Council Grants

Public Usage

Fife Council honouring sub-let agreements that have been in existence for many years.

Availability of suitable staff

Access to external funding.

Affordable utility costs.

Suitable members of the public with diverse and applicable skills being prepared to work as a management committee.

A workable maintenance regime being available from Fife Council that recognises the voluntary status of the management committee and recognises the degree of social service the TICC provides at a fraction of the cost that would face Fife Council if they required to take the services in-house.

We have had the advantage of some exceptional hires by NHS which are going to be repeated in the Autumn however that alone is not enough to sustain the TICC in its present form.

If anyone has ideas about boosting the usage of the centre then please either speak to staff, speak to a committee member or better still turn up as a committee member.

There are some exceptionally difficult times ahead that we need to unite as a community to overcome.

TREASURER'S REPORT FOR THE FINANCIAL YEAR 2023 -24

The Tayside Institute Community Centre was built in 1923 by the Tayside Floorcloth Company to provide education, exercise and entertainment for the people of Newburgh. It has been the centre of the community ever since. For more than 40 years it has been run as a charity and managed by a voluntary committee of trustees and a handful of part time staff, with some financial and moral support from Fife Council.

As a charity registered in Scotland, the TICC was granted permission by OSCR, the Office of the Scottish Charity Regulator, in the Spring of 2023 to become a Scottish Charitable Incorporated Organisation (SCIO). A new charity number was granted and one of the requirements was to obtain new bank accounts. This and the setting up of online banking for those accounts proved to be a long and frustrating process, so that we were not ready to transfer the funds to the new accounts until February 2024.

At the same time we were in protracted negotiations with the Council over the lease of the building for the next 20 years. I am glad to report that a compromise has been reached and we await the formal document to sign.

The inflation in wage, gas and electricity costs over the last two years, the effect of the pandemic on many of our previously regular customers, and the limitations on the annual recurring grant from Fife Council have resulted in a decline in our funds. We were lucky to have built up substantial reserves over the previous years, but our financial projections in early 2023 were gloomy. Since then, gas and electricity costs have gone down and our trustees and staff have been working extra hard, for no increase in pay, to create new fundraising events. As you will see in the detail to the Project accounts, we have also taken the Foodbank in-house and have been working with the Council to set up new child care activity sessions. . As a result, our financial outlook is somewhat better, but our Main account reserves are still projected to be used up by the end of the year.

With the transition to being a SCIO in February, the charity and SCIO accounts are presented as 'Merged' on the summary pages, and the detail pages separate the two sets of accounts. Although £5,000 was left in each of the charity accounts temporarily as a buffer against delayed payments, only a few transactions occurred after January 31st, which are shown under '2 months Old account transition'.

These accounts are presented in a standard format, and as such they are as dry as dust to any but a professional accountant. They are also more complicated than usual due to the transition to SCIO and due to there being more discrete project incomes and expenditures. The last page simplifies them graphically in total cash terms for the year.

██████████, Treasurer

April 2024

CLD Workers AGM Report- 27TH June 2024

After having just moved to the area in October 2023, it is my pleasure to report on the successes and challenges that have stood out over that time. The past months have seen a lot of work looking at what we have in place, from our strengths to our threats and what opportunities we can see to develop the Centre and the activities we offer in response to our communities need. This now sees us respond to that need to get the Centre, the new programmes, and long-term activities of the Trustees, back up to full speed, as we now embark on a number of new core projects, including Our Grow Zone idea and the YP Bike Project. From my conversations with Centre staff, community residents and Council colleagues there is a real sense of excitement returning to the Centre. Looking to the future, I hope that the work of the Trustees will continue to support community activity, support young people and a new focus on developing the building, making best use of our resources, our people, as well as the funding we receive and the finance we generate. Our challenge in achieving this, is to attract new committed Trustees, to be brave in the development, management, and promotion of new projects and to make sure they repair that roof. With the Staff team now in place, we can make good the time we now have to get things done the way it should. Improving all aspects of the Centre of what can be achieved when people come together for the benefit of their community. The annual report highlights the excellent work and positivity across the program, and I take this time to congratulate all those involved.

Youth Work

Our Youth Group has run over the last year with Community Learning and Development leading with YW Staff in place and funding located to support local staff to provide opportunities for young people within informal learning. The project provides young people from Newburgh with an opportunity to gain experience new skills, build relationships and make new friends. 8 to 10 Young people attend on a regular basis, with two young volunteers being supported by staff to develop their own skills and gain valuable work-related experience as they prepare to leave school. The young people really enjoy this group, and with the support of Youth Work staff have started looking at accreditation as part of the groups and young people's development.

We are very appreciative of all the support we receive from the Centre staff and a massive thank you to the TICC Trustees for supporting this project.

Job Club/Welfare Rights/Digital Skills

Community Job Clubs run every Tuesday at TICC. These are supported by two Welfare Support Assistants and a Digital Skills Tutor. Those who attend receive support in areas of employability, income maximisation, and welfare related issues. Throughout 2023/24, TICC Job Club has supported individuals to.

- Access on-line job-searches and other learning and employability resources
- Make online job application
- Access their journal and other benefit commitments and update these as required
- Create CVs and understand interview techniques

Food Bank

The Food Bank with [REDACTED] [REDACTED] [REDACTED] their volunteers hard work, continues to meet the needs of the community within a well utilised community resource. The Howe of Fife has a high percentage of Low-Income Households whose plight might be a little more difficult if this resource was not so well supported and managed by the TICC trustees. Looking to the future and the links this will develop with the Grow Zone and School can only help this Community resource support those Community residents in most need.

Grow Zone

Newburgh TICC Trustees have started work to develop a bit of land at the back of the Centre that has laid dormant for a number of years. After an initial successful Community meeting and a Community Consultation exercise, plans are now in progress looking at an exciting opportunity to develop this into an aspiring local resource. Development in the future will link the local Primary School to the Centre with young people taking part in outside learning linking into environment and sustainability. Plans are currently

in place to now design the area with local young people playing an active part in this and what the Grow Zone will be called.

SLA

The Service Level Agreement for 23/24 was successful and funding was granted by Fife Council. This came after the 3 year audit undertaken by Fife Council noted that all parameters of previous funding in outcomes and outputs had been met fully. The Trustees are committed to their programme of continuous improvements to the facilities at the Community Centre, to ensure staff, volunteers, and user groups have access to a high standard of provision and quality services.

Newburgh Foodbank – June 2024

The foodbank continues to operate within the TICC albeit only on a Monday from 10 am – 11am, whilst we have our regulars it is felt that there are families in the community who either do not know the foodbank exists or are reluctant to attend.

The food share products that we get donated from the Co-op are well received and appreciated by all. Donations from the Church and the school at Christmas made a big difference over that period as did donations from the wider community.

Ladies Social Club – June 2024

Newburgh Ladies Social club meet every Monday from 2-4pm through October to April in the Learning Centre. There's a lot of chatting some tea and biscuits and some of us get round to knitting or crochet!

We currently average 12 people per meeting and we are always on the lookout for anyone who would like to join.

We have been unable to fundraise because of covid for the past few years but we do have some wool and needles available for anyone that would like to join.

Thursday Club – June 2024

This year we had our Christmas meal in the Victoria Hotel, Kirkcaldy which was enjoyed by all.

██████████ did a fantastic job catering for our Annual Burns Supper, we had a bring and buy sale in February which really helps us to pay our entertainers and trips. We had a trip to Stirling and had a meal at King Robert hotel and one to Aberdeen then a meal at George Hotel in Montrose.

Chess Club – June 2024

Dear Sharon,

Please find below a brief contribution on behalf of the chess club. I am happy for you to edit it in any way you wish to suit the format of the annual report.

Grey cells to the fore! Playing chess is an excellent way of keeping your mind alive and alert. Every Thursday from roughly 11am to 4pm a group of one lady and six gentlemen meets in the Institute to grapple with the ancient game.

Contrary to the popular conception the atmosphere is informal and relaxed, with a good deal of light-hearted banter and a modicum of chat about other matters: altogether a very sociable occasion.

Whether you are a beginner or a seasoned player, you would be very welcome to join our enthusiastic small group. Or perhaps you have a relative or friend who lives locally and is unaware of this opportunity?

Further information is available from Michael on 07398751741 or ██████████@btinternet.com

Best wishes,

██████████



Report for Tayside Institute Community Centre - AGM - June 2024

Adults come to ABE:

- To improve their job prospects, write a CV or fill in a job application
- To cope with everyday reading, writing, number and money skills
- To help their children or grandchildren
- To work on IT skills, using a computer and developing digital skills
- To improve their confidence
- To gain national qualifications for work or to access college
- To improve budgeting skills and help deal with changes due to rising costs/inflation
- To cope with the challenges and to learn strategies to help with Specific Learning Difficulties such as dyslexia and dyscalculia

Adult Basic Education (ABE) can develop and deliver courses to suit the needs of individual adults in small, informal groups. We work in a non-formal learning environment where every learner has an individual learning plan and works towards their own personal goals.

ABE have been delivering a mixed literacies group in Newburgh for over 7 years. In the last few years there has been a focus on people using technology. This can be the networked computers in the Learning Centre, or their own laptops, tablets or mobile phones and we access the internet using mobile Wi-Fi or the Library Wi-Fi. Since Lockdown, digital skills have become ever more important and often necessary to participate in everyday life. We have recently helped learners to send emails and attachments for business purposes as well as connecting with family members on the other side of the world. We also encourage progression and one of the successes of this year is to have helped learners enrol and complete an online Data Science course with Fife College. Learners continue to work towards SQA qualifications and Kirsty continues to volunteer with us and is our resident iPad expert.

As well as helping our learners with a range of skills, we have also been there to help with other issues and have assisted people to access Newburgh Settlement Trust funding to secure funds for a variety of reasons.

The classes run for 2 hours on a Thursday from 10 -12. However, we are always flexible and address the needs of those attending so if people are only able to attend every second week

or for 1 hour, we are happy to accommodate this. There are spaces available, and this is a great opportunity to learn within the local community.

For further information, please contact: [REDACTED], ABE Group Tutor

Email: [REDACTED]@fife.gov.uk Phone: 07711 390864

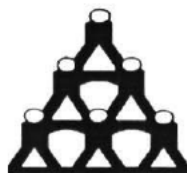
The Newburgh Wellbeing Choir – June 2024

The Choir meets weekly in the TICC and has a steady attendance from Newburgh, Abernethy and the local area.

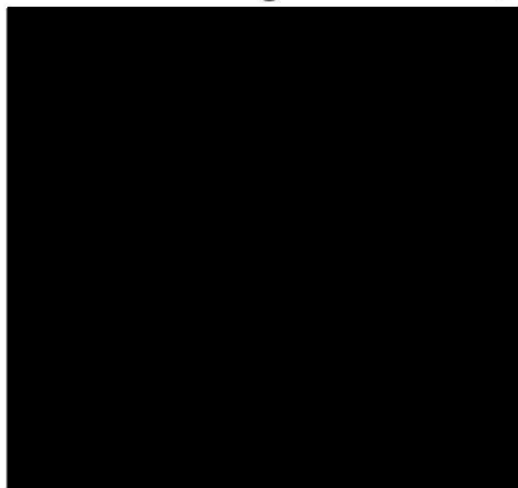
Members are keen to see the choir continue and the special fund-raising activities attracted good support, including the coffee morning in October, a Musicals sing-a-long both of which have been well supported by member's families & friends. We also held a Christmas sing-along when the local Pensioners Club joined us one afternoon in December for Christmas carols and mince pies.

The singing has improved over the years, thanks to the encouragement of our musicians, and our ever-expanding repertoire which includes some lovely harmonies.

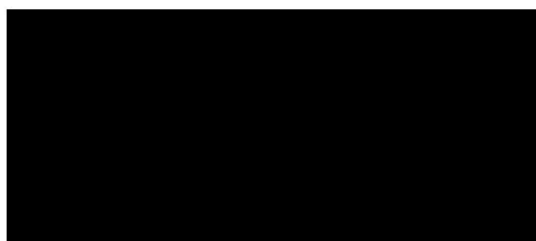
We are very grateful to have use of the TICC as the perfect venue for the group and also all the local volunteers who help organise the events and provide refreshments too!



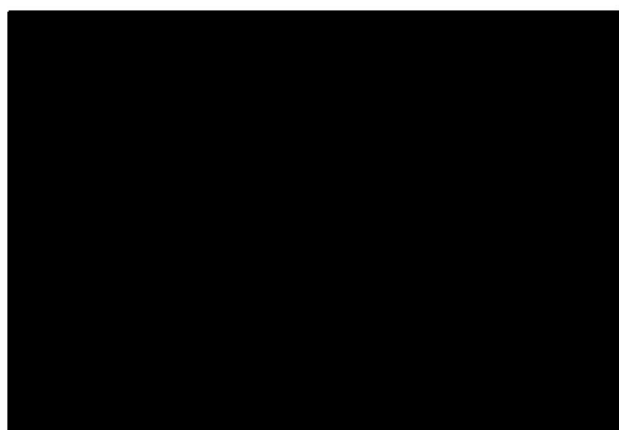
T.I.C.C. Management Committee



Representatives



Centre Staff



Names of the charity trustees on date of approval of Trustees' Annual Report

April 2023 – March 2024

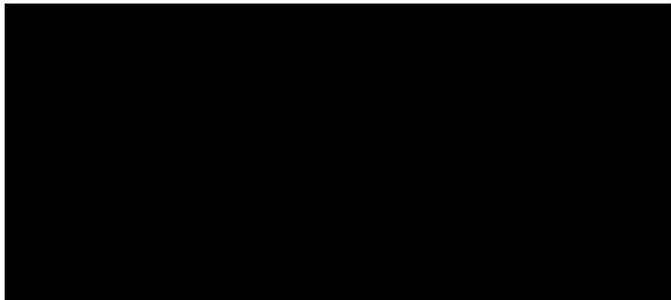


Chairperson

Vice-Chairperson

Treasurer

This Annual Report is signed by [REDACTED], Chairperson of the Tayside Institute Community Centre Management Committee, on behalf of the Trustees.



Chairperson
Tayside Institute Community Centre Management Committee

Date: 25th June 2024