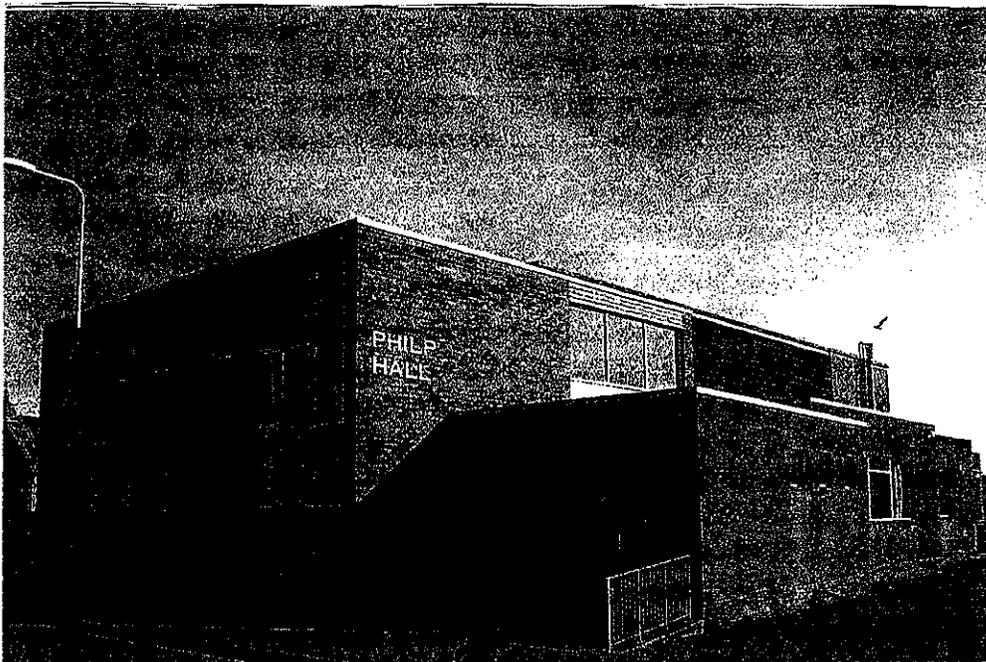


LINKTOWN COMMUNITY ACTION CENTRE

PHILP HALL

Scottish Charity No SC020295



ANNUAL REPORT

&

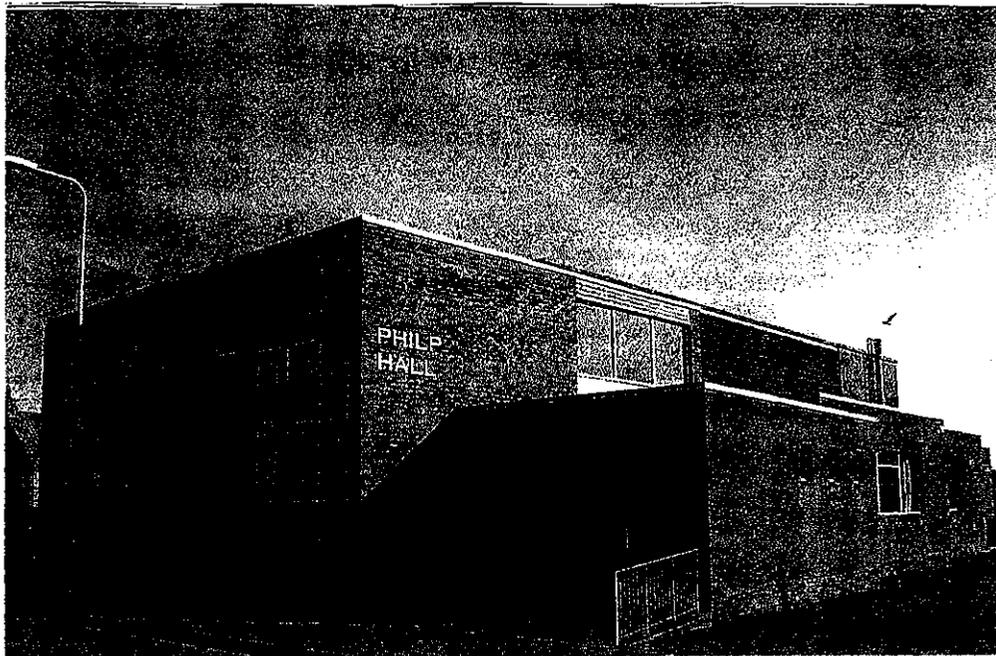
FINACIAL STATEMENTS

2020 - 2021

LINKTOWN COMMUNITY ACTION CENTRE

PHILP HALL

Scottish Charity No SC020295



ANNUAL REPORT
&
FINACIAL STATEMENTS
2020 - 2021

REGISTERED CHARITY NUMBER SC020295

LINKTOWN COMMUNITY ACTION CENTRE

REGISTERED CHARITY NUMBER SC020295

**Contents of the Report of the Management Committee
For the Year Ended 31st March 2021**

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LINKTOWN COMMUNITY ACTION CENTRE
REGISTERED CHARITY NUMBER SC020295

**Linktown Community Action Centre - Information
for the Year Ended 31st March 2021**

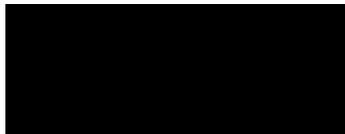
STATUS - The Linktown Community Action Centre was established in 1991. We moved to the Philp Hall in Links Street, Kirkcaldy, March 2013 following the purchase of the building from Fife Council.

It is governed by its Constitution and its affairs are managed by a Management Committee.

OBJECTIVES - The objectives are to promote the benefits of the Local community by:

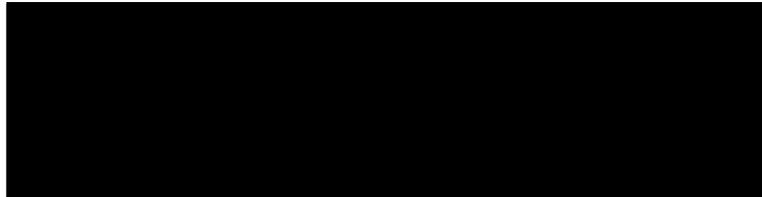
- a) giving advice and guidance to Organisations and Community Groups.
- b) associating Voluntary Organisations, the Local Authority, Statutory Providers and the Community in common effort to advance Education, to provide facilities in the interest of social welfare, for recreation and leisure time occupation and to act as an advisory body in the provision of such facilities.
- c) fostering a community spirit for the achievement of the above and other such purposes as may by law be Charitable.

CHAIRPERSON



TREASURER

COMMITTEE MEMBERS

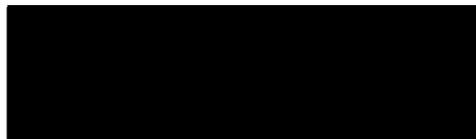


DEVELOPMENT WORKER

**FIFE COUNCIL APPOINTED
REPRESENTATIVES -**



CO-OPTED MEMBER



LINKTOWN COMMUNITY ACTION CENTRE

REGISTERED CHARITY NUMBER SC020295

Management Committee Report
for the Year Ended 31st March 2021

CHAIRMAN

I am pleased to be able to introduce the Linktown Community Action Centre's 2020 Annual Report. The Philp Hall is the focal point for the Linktown & Inveriel area as the Community Facility. The Coronavirus has had a major impact on the operation of the Community Centre, however, we were able to provide a much needed food distribution service to help alleviate the financial and food pressures that many households experienced over the winter period.

The Management Committee is committed to continue in providing a wide range of Educational, Health and Recreational activities for children, young people and adults, when the restrictions on our ability to opening during the COVID pandemic are lifted.

We continue to receive the help and support of the Management Committee and from the elected members of Fife Council - [REDACTED] and [REDACTED] (MSP) This is greatly appreciated during what is a difficult time for everyone concerned with the running of the Centre..

[REDACTED] advice as our Link Officer from Fife Council's Community Learning & Dev Dept, has also been invaluable, working together to deliver on what services we can as part of our Service Level Agreement, in meeting the identified needs of the area.

TREASURER

I would like to submit the Linktown Community Action Centre's Income and Expenditure Account and Balance Sheet for the Year End to the 31st March 2021 for the approval of the Management Committee.

The 'End of Year Accounts' for 2020/2021 show a surplus of £16,920.12 leaving us with a total Reserve Balance of £29,254.25.

This was achieved with the help of a £25,000 Communities Grant from the Scottish Government, distributed by Fife Council to assist during the COVID Pandemic. Fife Council's Housing & Neighborhoods' Committee also provided a Recurring Grant Funding deal amounting to £25,447, for the financial years 2020/21. This funding resulted in our ability to remain operating, and to continue to operate into the 2021/2022 financial year at a time when we are unable to generate income at the normal levels required to remain viable.

LINKTOWN COMMUNITY ACTION CENTRE
REGISTERED CHARITY NUMBER SC020295

**Development Worker's Report
for the Year Ended 31st March 2020**

The Linktown Community Action Centre is an Organisation with a long track record and experience in the delivery of community facilities. This has ensured that we have created a vibrant 'Community Hub', in the Philp hall, while making a valuable contribution to Fife Council's Community Planning Themes, Fife's Joint Health Improvement Plan and Fife's Children's Services Plan.

The Centre provides for improved health and well-being by linking with NHS Fife in the provision of a Baby Clinic and a Sexual Health Drop-in also a joint project with Fife Voluntary Action in the provision of a Podiatry Service. We support all ages in physical activity, including Ballroom Dance, Karate and Keep Fit classes.

The Centre provides services for young people through its Youth Club Work, Majorettes and Child Care through the West After School Playcare.

The Centre provides recreational activities through Bridge, Computer, Art, Craft and Women's Groups, there is also an Older Chinese Peoples' Lunch Club

The Centre provides support and advice to Community Organisations, linking with the Member of the Scottish Parliament, Councillors, Tenants & Residents groups and Churches.

The Centre is active in promoting Community and Fund-Raising events, to include all of the Organisations involved in operating in the area.

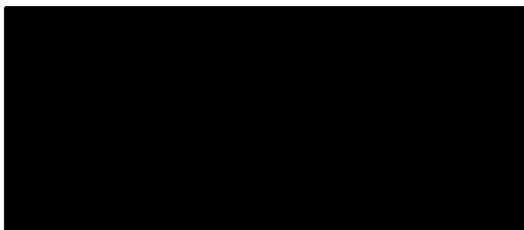
The Centre works with other Voluntary and Statutory Organisations, such as Kingdom Credit Union & Fife Council's Job Club in providing specialist advice and support.

The Centre has links with a number of Fife Council Services, including Social Work, Community Learning and Development and Fife Childcare & Early Years.

The Centre is proactive in the development of identified need, in an area of 'Social deprivation', strengthening local democracy and self-determination. The Aims and Objectives are to diminish social exclusion and enhance community learning.

Report approved by the Committee

and signed on their behalf:



Independent Examiner's Report on the Accounts
for the Year Ended 31st March 2021

Respective Responsibilities of the Committee and Independent Examiner.

The Charity's Committee are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The Management Committee consider that the audit requirements of Regulation 10(1) (d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement.

My examination is carried out in accordance with the Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanation from the Management Committee concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and I do not express an audit opinion on the accounts.

Independent Examiner's Statement.

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

1. which gives me reasonable cause to believe that in any material respect the requirements :

to keep the accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and

to prepare accounts which accord with the accounting records and comply with regulation 9 of the 2006 Regulations have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date 4.7.21.

LINKTOWN COMMUNITY ACTION GROUP
REGISTERED CHARITY NUMBER SC020295

Income and Expenditure Account
for the Year Ended 31st March 2021

| <u>INCOME</u> | <u>2019/2020</u> | <u>2020/2021</u> |
|----------------------------|------------------|------------------|
| FIFE COUNCIL GRANTS | £25,897.00 | £50,447.00 |
| COMMUNITY FOOD GRANT | £0.00 | £3,360.00 |
| HERITAGE PROJECT | £0.00 | £600.00 |
| WEST AFTER SCHOOL PLAYCARE | £6,000.00 | £0.00 |
| LINKTOWN BABY CLINIC | £400.00 | £0.00 |
| KIRKCALDY BRIDGE GROUP | £240.00 | £24.00 |
| MAJORETTES | £700.00 | £0.00 |
| KEEP FIT GROUP | £315.00 | £0.00 |
| WOMANS GROUP | £195.00 | £0.00 |
| HALL HIRE | £1,170.00 | £200.00 |
| PHOTOCOPYING | £220.00 | £0.00 |
| WALKER MOTORS | £2,400.00 | £2,400.00 |
| ADAM SMITH PROBUS | £60.00 | £60.00 |
| CCTV | £500.00 | £0.00 |
| BALLROOM DANCE CLASSES | £730.00 | £170.00 |
| ART LINKS | £780.00 | £120.00 |
| LINKS MARKET | £800.00 | £0.00 |
| KARATE | £675.00 | £0.00 |
| MAC COMPUTER CLUB | £72.00 | £0.00 |
| THURSDAY ART | £304.00 | £0.00 |
| DONATIONS/FUNDRAISING | £2,072.50 | £1,075.00 |
| CLLRS/MSP SURGERIES | £280.00 | £0.00 |
| TENANTS & RES GROUPS | £200.00 | £48.00 |
| LADIES PROBUS (CRAFT) | £256.00 | £72.00 |
| RAITH ART GROUP | £360.00 | £0.00 |
| CHINESE OLDER PEOPLE | £270.00 | £0.00 |
| SCOTTISH COMM DRAMA | <u>£900.00</u> | <u>£0.00</u> |
| TOTAL INCOME | £45,796.50 | £58,576.00 |

LINKTOWN COMMUNITY ACTION GROUP
 REGISTERED CHARITY NUMBER SC020295

Income and Expenditure Account
 for the Year Ended 31st March 2021

| <u>EXPENDITURE</u> | <u>2019/2020</u> | <u>2020/2021</u> |
|------------------------|------------------|------------------|
| DEV. WORKERS SALARY | £19,249.20 | £19,987.50 |
| CLEANERS SALARY | £4,924.85 | £5,119.39 |
| TRAVEL EXPENSES | £300.00 | £30.00 |
| WASP ADMINISTRATION | £432.00 | £432.00 |
| TELEPHONE/INTERNET | £877.03 | £914.20 |
| INLAND REVENUE | £5,161.59 | £4,960.58 |
| MAINTENANCE | £2,122.99 | £1,110.99 |
| CLEANING MATERIALS | £509.34 | £654.00 |
| STATIONERY | £1,364.45 | £166.67 |
| INSURANCE | £849.71 | £894.62 |
| LINKTOWN COMMUNITY AID | £0.00 | £2,000.00 |
| MISC EXPENDITURE | £30.00 | £0.00 |
| POSTAGE | £38.26 | £0.00 |
| AUDIT FEES | £150.00 | £150.00 |
| ELECTRICITY | £1,522.36 | £1,267.79 |
| GAS | £4,287.94 | £3,001.66 |
| ENTERTAINMENT LICENCE | £160.00 | £0.00 |
| EQUIPMENT | £120.00 | £0.00 |
| YOUTH DEVELOPMENT | £1,413.92 | £0.00 |
| CHRISTMAS PARTY | £468.01 | £0.00 |
| HERITAGE PROJECT | <u>£560.00</u> | <u>£965.68</u> |
| TOTAL EXPENDITURE | £44,541.65 | £41,655.08 |

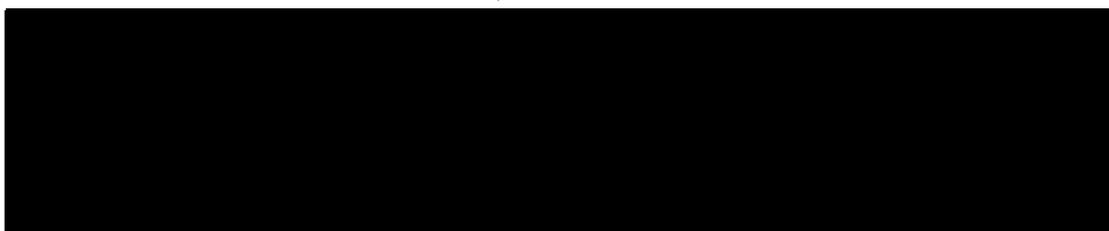
LINKTOWN COMMUNITY ACTION CENTRE
REGISTERED CHARITY NUMBER SC020295

Balance Sheet
for the Year Ended 31st March 2021

| | <u>2019/2020</u> | <u>2020/1921</u> |
|---|---------------------|---------------------|
| TURNOVER | £19,899.50 | £8,129.00 |
| Other Operating Income (Fife Council Grants) | £25,897.00 | £50,447.00 |
| TOTAL INCOME | £45,796.50 | £58,576.00 |
| Admin Expenses | <u>(£44,541.65)</u> | <u>(£41,655.08)</u> |
| | | |
| SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR | £1,254.85 | £16,920.92 |
| <hr/> | | |
| RESERVES | | |
| Balance Brought F/W | £11,078.48 | £12,333.33 |
| | | |
| Operating Surplus/(Deficit) for the Year | <u>£1,254.85</u> | <u>£16,920.92</u> |
| Balance Carried Forward | £12,333.33 | £29,254.25 |

The 'Notes to the Accounts' on page 8 form an integral part of these accounts

Approved by the Committee on 21/09/21, and signed on their behalf:



LINKTOWN COMMUNITY ACTION CENTRE
REGISTERED CHARITY NUMBER SC020295

Notes to the Accounts
For the Year Ended 31st March 2021

1. Basis of the Accounting

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

2. Nature and Purpose of Funds

Grants Received (with the exception of Restricted Funds), Generated Income and Fund-Raising money may be used at the discretion of the Management Committee in furtherance of the objects of the Charity.

3. Related Party Transactions

The Centre's Insurance Policy includes the Management Committee of the Linktown Community Action Centre, each of whom is separately the Insured.

No remuneration was paid to any Member of the Management Committee or to any connected person during the year; Traveling Expenses were paid in settlement of personal outlays.

4. Governance Costs

Independent Examiner's Fee was £150

5. Balances

2020/2021

| | |
|---------------------------------|-----------------|
| Current Account | £29,275.50 |
| Cash On Hand | <u>£73.55</u> |
| | £29,349.05 |
| Liabilities (Un-cashed Cheques) | <u>(£94.80)</u> |
| Balance Carried F/W | £29,254.25 |

6. Reserves Policy

The Centre's Reserves includes approx. 3 Months Normal Running Costs and a sum to meet any loss of Income and additional Expenditure due to COVID19.