



INNERWICK PARISH WELFARE ASSOCIATION

Innerwick Parish Welfare Association

Scottish Charity Number SC020842

Annual Report and Financial Statement

For Year Ended 31 March 2022

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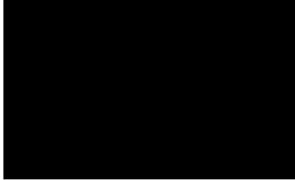
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Reference and Administrative Details

Registered Charity Name: Innerwick Parish Welfare Association

Charity Registration Number: SC020842

Contact Address:



The Trustees:

Chairper

Secretary

Treasurer

Trustee

Trustee

Trustee

Minister

Cllr J



Structure, Governance and Management

Constitution – The Charity is an unincorporated association. It is governed by its constitution and has been granted charitable status by OSCR.

Appointment of Trustees – Trustees come from members of local organisations and residents.

Management – The Association is managed by a committee of up to 15 trustees who meet regularly. Election of office bearers is made at the Annual General Meeting, which is normally held in June, and during committee meetings where changes cannot wait until the AGM.

Objectives & Activities

Charitable Purposes –

- a) To promote the welfare of the communities resident in the parish of Innerwick by the initiation, encouragement and support of activities of a charitable, cultural or recreational nature; and the maintenance of a meeting place or places for the furtherance of these needs.
- b) To raise funds, receive and hold monies and other assets and to receive, hold and keep in good repair the property of the Association all for the furtherance of these ends.

Review of the Year April 21-March 22

Chair's Report

Administration

IPWA is a committee of volunteer Trustees who give of their time to serve the community and operate the decision making process in line with its objectives. This is a vulnerable arrangement dependent on the circumstances of each Trustee in terms of availability and commitment. Yet despite the churn in the Trustee line up, IPWA has continued to honour its constitutional requirements of service.

1. Trustees: IPWA wants to thank all the Trustees who have served the Committee and the Community over the year.
2. During the year [REDACTED] withdrew as Ex Officio Members, and we sadly received the resignations of [REDACTED]
3. In September AGM, the AGM IPWA saw the resignation of [REDACTED] [REDACTED] stepped up from Secretary to take on the position of Chair. [REDACTED] took up the role of Secretary. [REDACTED] continued as Trustees.
4. IPWA was delighted to co-opt [REDACTED] as Treasurer. [REDACTED] rejoined.
5. Administration Management: To compensate for changes of personnel within the Committee, IPWA continued to strengthen its administration through drafting additional policies on Health and Safety, Equality and Diversity, Hall Hire Conditions, Management of Sub Groups and Publicity; and procedures for Managing Bookings and Invoicing. In addition IPWA has produced two Handbooks, one for Users and one for Trustees, as part of the Induction process.
6. SCIO: Through the efforts of [REDACTED] and latterly [REDACTED] we have now established a new Constitution for our Scottish Charitable Incorporated Organisation registration, IPWA is now in the position to start the application process to the Office of Scotland's Charity Register (OSCR).
7. Community Liaison: Throughout the year IPWA has a strong presence in the wider community and is involved in most of the issues affecting the community at large. In particular, IPWA has been directly involved in the consultations with SSE Renewables and SP Energy Network, and is part of [REDACTED] consultation regarding the implications of an influx of workers on these projects.

Building Development

Pursuing the restoration of the Hall has been a strong focus this year, with the additional considerations of the future of the Church and the Outdoor Centre to bear in mind. IPWA is indebted to Colin Bloomfield for the advice and support he offers us in his Mentorship role.

1. Design Options: Incorporating the findings of Asbestos and Building Surveys, and the first Community Survey, which highlighted what the community wanted for the Hall, Groves Raines Architect Studios (GRAS) produced a report outlining five possible layout options and projected costs, ranging from basic renovation, internal reorganisation, extensions and demolish and rebuild. An additional layout was proposed by IPWA which was ultimately chosen by the community.

2. Architects: We produced an extensive Architect's Briefing Pack and conducted an Architect Tendering Process. We were very happy to accept the proposal from GRAS who have provided us with exemplary service and advice to date.

During the year, building costs have increased considerably, which has required IPWA to rethink the layout, focussing only on what needs to be in place. In addition to the general overhaul and insulation of the structure, GRAS is concentrating on the provision of a commercial kitchen, gender neutral WCs, wheel chair compatible fire exit. The work is also being divided into phases to meet funding streams, and cost packages to attract specifically targeted funds.

It is hoped that plans will be submitted in May to the ELC Planning Department for approval and work to commence late summer.

3. Maintenance: IPWA owe an enormous debt to [REDACTED] with support from her husband [REDACTED] [REDACTED] almost single handedly brought the very neglected hall physically and legislatively up to required standards. Namely [REDACTED] ensured that the Hall was cleansed, internal and external repairs carried out, inventory completed, kitchen equipped, hot water heaters installed, fire regulation compliance to include smoke detectors, wifi installed, signage established throughout, floor repaired and cleaned, cleaners contracted.

Significant drainage clearance has been carried out.

[REDACTED] continues to provide invaluable support and maintenance services, and we are exceedingly grateful to him.

Funding

IPWA finds itself on a safe financial footing, due to good management, income from events, and generosity from sources of Funding.

1. Sources of Funding: IPWA is exceedingly grateful to receive funding from a variety of sources. £10,000 from Adapt and Thrive to provide equipment and resources for activities and to improve amenities generally. £1,300 was received from East Lothian Council to address issues of social isolation. This money will fund outings for the elderly, provide transport to and from events and to increase activities to improve social connection within the Hall. East Lammermuir Community Council has granted us £53,000 to cover the professional fees incurred during the Design Phase of the build.
2. Over the year, IPWA has established positive relationships with Dunbar and East Lothian Area Partnership (DELAP), Be Green, and SSE Renewables and SP Energy Networks with future applications for funding in mind.

Publicity and Marketing

The first survey indicated that generally one of the reasons for low attendance to events was not knowing what was going on. IPWA was determined that this could no longer be a cause for non attendance. Nor could IPWA continue to operate without full transparency within the community. Consequently during the year, IPWA has formalised and strengthened its marketing activities in addition to the surveys.

1. Publicity Officer: IPWA is extremely grateful for the hard work of [REDACTED] who has taken on this role. Consequently a Publicity Policy has been generated, outlining a wide range of publicity measures which inform the handling of each event.
2. Community Survey 2: A second survey was devised to present the Design Options identified by GRAS. Voting was on preferential votes. Again we had over 30% return rate. The identified layout acted as the mandate for the Architect.

3. Newsletter: There had been a regular distribution of flyers for the Sunday Cinema. This activity became incorporated into the monthly newsletter, produced by [REDACTED] which covers news, upcoming events and information. The newsletter - A5 4 or 8 pages depending on level of activity - is now a regular feature and serves to keep everyone in the community abreast of all developments. IPWA is indebted to Lothian Printers for their support.
4. Distribution: Our thanks go to [REDACTED] who took over the role of distribution management from [REDACTED]. And our thanks go to our marvellous distribution squad, who have been delivering in all weathers each month to the 220 households in the parish: [REDACTED]
5. Facebook: IPWA has raised its profile considerably through its constantly updated Facebook page, whose visitor numbers have increased month on month. It features details and reminders of events coming up. Again thanks go to [REDACTED] for all her work here.
6. Posters: Posters for all new events are posted at the Innerwick and Thurston Manor bus stops, in the Information Board at the Hall and internally on the notice board.
7. Website: Thanks go to [REDACTED] who provided a basic layout of a proposed website. Unfortunately this was not pursued owing to ambiguities regarding the domain name. Further development is currently under wraps.
8. Other: Additional publicity activities include: email notifications to community, mentions on local radio, posts on neighbouring facebook pages, local newspaper articles and general networking.

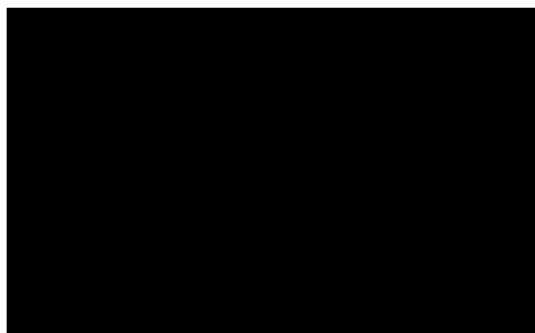
Events:

Gaining revenue through events and hall hire is essential not just to cover our increased costs, but also to open up possibilities for further events, and to contribute our share to build costs.

1. Commercial Events: We said au revoir to the Irish Dancers and Paw Skills. In their place we have been delighted to host [REDACTED] Pilates Classes.
2. IPWA Events: Innerwick Back Then - [REDACTED] Hands and Feet Decorations - [REDACTED] October Coffee Morning - [REDACTED] Halloween Treasure Hunt and Spooky evening, Card and Wreath Making, [REDACTED] Christmas Fair and Pie and Quiz Night + Raffle - [REDACTED]. In addition we have a regular Mums and Toddler's group led by [REDACTED] and the Innerwick Striders running group led by [REDACTED] was responsible for setting up our Bring and Borrow Library.
3. Private Hire: The Post Office and Electoral Polling Facilities continue. In addition we have been happy to welcome increasing numbers of bookings from individuals within the community as well as opening our doors to several commercial hiring.

Finally, IPWA, and the community at large, is grateful for the energy and commitment offered by all those who are named in this Report. Their efforts are being rewarded with an increase in numbers offering their services and with the raised profile of the organisation as a whole.

IPWA looks forward to building on the significant extent of work and activities of this year, and hope that the subsequent achievements will make for great reading this time next year.



Chair IPWA
6 April 2022

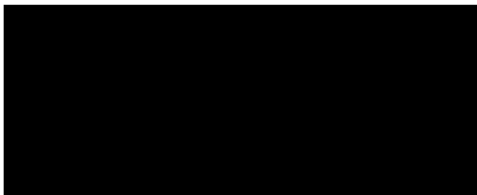
Review of the Year – Treasurer's Report

We have gradually increased activities during the year since the lessening and ending of restrictions due to COVID. This has resulted in our being able to mount and host events of benefit to the community through coffee mornings, quiz nights, yoga and pilates classes as well as hosting the Post Office outreach.

Receipts for the year 21/22 were £54,261 (20/21: £17,478) made up of £11,771 unrestricted funds and £42,490 restricted funds. Of the restricted funds £10,000 is ring-fenced for adapt and thrive and £30,000 is ring-fenced for use on developing architects plans through to planning permission for the refurbishment and development of the village hall. We received a grant of £1,300 to provide activities to combat social isolation in the village.

Payments for the year 21/22 were £25,730 (20/21: £5,016) made up of £9,687 unrestricted funds and £16,043 restricted funds. Of the restricted funds £3,682 was used from the Adapt and Thrive grant £4,335 in initial consultations for hall re-development and £1,533 for legal help in preparing an application for SCIO registration.

Our large surplus this year is mostly due to £30,000 restricted funds we have received to take the plans for the village hall refurbishment and development through to planning application stage.



IPWA Treasurer

Reserves Policy

The trustee's policy is to maintain reserves of at least 2 – 3 months of normal running costs to meet commitments and to cover any unexpected expenditure. Reserves at the end of the year were £7,199.

Receipts and Payments - Year End 31st March 2022

Receipts	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
Hire of Hall	3413		3413	2056
Grants	3550	42490	46040	14500
E. Lothian Local Priority Scheme	542	-	542	555
Donations				100
Fundraising Events	3432		3432	
E Loth Lottery and Easyfundraising	718		718	
Miscellaneous Income	116	-	116	227
Sunday Cinema				31
Virtual Quiz	-	-		9
	11771	42490	54261	17478
Payments	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
Water Rates				54
Light and Heat	1012		1012	1036
Insurance	1122		1122	1099
Repairs and Maintenance	2225		2225	50
Printing, Stationery, Postage	501		501	66
General Purchases	2662		2662	
Sundry Expenses		337	337	121
Telephone / Broadband	229		229	
Equipment		2804	2804	
Hall Keeper / Cleaner	1880		1880	1000
Licenses Hall	56		56	390
Professional Fees		12902	12902	
Refurbishments			0	
Signboard			0	1200
	9687	16043	25730	5016
Surplus (Deficit)	2084	26447	28531	12462

Balance Sheet 31st March 2022

Current Assets			Total 2022	Total 2021
Cash at Bank			42928	14397
Cash in Hand			125	19
			43053	14416
Current Liabilities			-	-
Net Current Assets			43053	14416
			43053	14416
Financed By: Capital A/c	Unrestricted Funds	Restricted Funds		
Balance Brought Forward	3307	11090	14397	1935
Net Surplus (Deficit) for year	3892	24639	28532	12462
Balance Carried Forward	7199	35729	42928	14397

Notes to the Accounts – Year Ended 31 March 2022

Basis of Accounting

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

Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

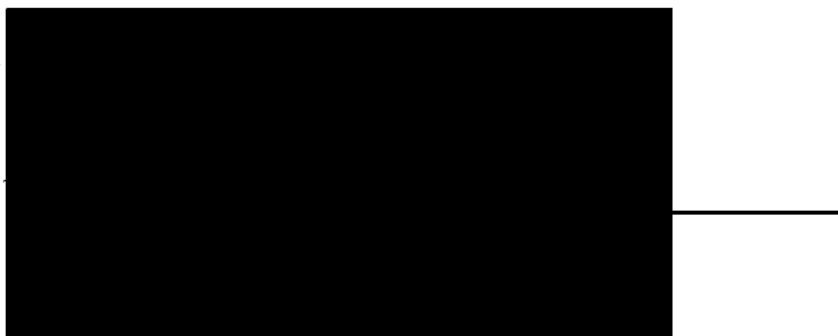
Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

Related Party Transactions

The Association's insurance policy includes Indemnity Insurance for all its Trustees.

No expenses were paid to Trustees during the year.

Signed by order of the Trustees



INNERWICK PARISH WELFARE ASSOCIATION
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
INNERWICK PARISH WELFARE ASSOCIATION

YEAR ENDED 31 MARCH 2022

I report on the accounts of the charity for the year ended 31 March 2022 set out on pages 8 to 10.

Respective Responsibilities of Trustees and Examiner

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 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1)(d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

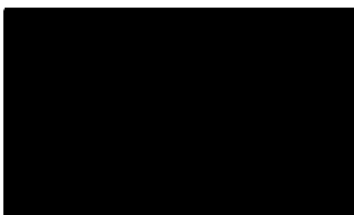
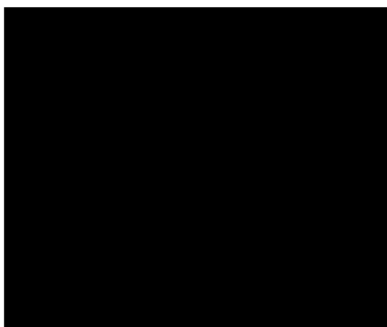
Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - (b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts 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.



..... Date: 29/11/22