



TRUSTEES' ANNUAL REPORT

Our First Year

Coatbridge and Cumbernauld Community Connect (4C Connect) Limited
Period: 20 January 2025 to 31 March 2026

Foster | Celebrate | Promote

Company No. SC834713 | Scottish Charity Number: Pending OSCR Registration

SECTION 1

Charity Contact Information

All contact details for 4C Connect are listed below. The organisation operates from New College Lanarkshire and welcomes enquiries by email, telephone, or through our website and social media channels.

Charity name	Coatbridge and Cumbernauld Community Connect (4C Connect) Limited
Scottish Charity Number	SC054006
Company Number	SC834713
Period covered	20 January 2025 to 31 March 2026
Registered address	Room MB217, 4C Connect c/o CFM1068, New College Lanarkshire, Cumbernauld, North Lanarkshire, G67 1HU
Telephone number	07584281428
Email address	info@4cconnect.co.uk
Website	www.4cconnect.co.uk
Social media	Facebook, Instagram and X (Twitter) — search 4C Connect.

SECTION 2

Charity Trustees

The following individuals served as Trustees and Directors of 4C Connect throughout the full reporting period from 20 January 2025 to 31 March 2026. All five trustees were in post for the entire period and none left office during the year.

	Name	Role	Appointed
JS	Mr Javed Sattar	Director / Trustee	20 January 2025
SW	Dr Sarah Waqqas	Director and Company Secretary (Chair)	20 January 2025
AG	Ms Anne Githui	Director / Trustee	20 January 2025
GD	Mr Gerald Duffy	Director / Trustee	20 January 2025
TM	Mr Thomas Marshall	Director / Trustee	20 January 2025

can a trustee be a company secretary and chair

Yes, a trustee can act as both the company secretary and the chair. However, if your organisation is a charitable company, company law (such as the Companies Act 2006 in the UK) requires at least two distinct individuals to hold the roles of director (trustee) and company secretary

SECTION 3

Objectives and Activities

Why We Were Set Up

4C Connect (Coatbridge and Cumbernauld Community Connect) is a Scottish company limited by guarantee, incorporated on 20 January 2025. We were set up to serve the diverse communities of Cumbernauld, Coatbridge, and the surrounding areas of North Lanarkshire, with a particular focus on ethnic minority communities and young people who face social and economic barriers.

Our work is guided by our motto: Foster | Celebrate | Promote. We foster connections between people, celebrate the cultural richness of our communities, and promote opportunities for learning, creative expression, and environmental action.

Our Charitable Purposes (What We Aim to Do)

4C Connect was established with the following three charitable purposes, as set out in our Articles of Association:

 Advancing Education	 Arts, Culture and Heritage	 Environmental Action
Training programmes and learning opportunities to equip people with skills for employment and community life.	Creative platforms including radio, podcasting, video production and social media, celebrating the richness of our communities.	Recycling, upcycling and repurposing activities promoting sustainability and a greener future together.

What We Do

To deliver our charitable purposes, 4C Connect carries out the following main activities:

- Delivering community gatherings and information sessions for ethnic minority communities across North Lanarkshire, covering health, employability, financial wellbeing, and local services
- Providing free ICT and digital literacy training to help participants navigate daily life, pursue further education, and improve their employment prospects
- Running free podcasting and digital storytelling workshops, enabling participants to share their stories and develop creative and technical media skills
- Building and maintaining partnerships with local organisations
- Promoting our work and engaging the wider community through social media and radio broadcasting via Cumbernauld FM

Who We Help

Our primary beneficiaries are:

- Ethnic minority individuals, families and new migrants living in North Lanarkshire, including those who are newly arrived in Scotland and face isolation and digital exclusion
- Young people aged 16 to 25, particularly those from low-income families in Cumbernauld and Coatbridge, who face financial barriers to accessing creative and skills development opportunities

- Anyone in our local communities who wants to develop digital, communication, or creative skills in a welcoming and inclusive environment

SECTION 4

Structure, Governance and Management

Type of Governing Document

4C Connect is governed by its Articles of Association, which were adopted when the company was incorporated at Companies House in Scotland on 20 January 2025 (Company Number SC834713). The company is a private company limited by guarantee and does not have a share capital.

Our Articles of Association set out our charitable purposes, the powers of the company, how the Board operates, membership rules, how trustees are elected and removed, how decisions are made, and how the company's finances are managed and accounted for. The model Articles exclude the standard Model Articles prescribed under the Companies (Model Articles) Regulations 2008.

The company is in the process of applying for charitable status with the Office of the Scottish Charity Regulator (OSCR). All activities are conducted in accordance with charitable purposes and the relevant legislation, including the Charities and Trustee Investment (Scotland) Act 2005 and the Companies Act 2006.

Trustee Recruitment and Appointment

All five founding Trustees were appointed at the time of incorporation in January 2025. No external organisations have the right to appoint trustees. New trustees can be recruited in two ways under our Articles of Association:

- Member Directors: elected by the membership at the Annual General Meeting, or appointed by the existing Board at any time, providing the person is a member of the company and willing to serve
- Co-opted Directors: non-members who bring specialist skills and experience, appointed by the Board at any time where it is considered that their expertise would benefit the organisation

The Board actively considers skills gaps when making appointments. Between them, our five founding Trustees bring a wide range of professional expertise, including further education and lecturing, media and radio broadcasting, community development, science and STEM programme leadership, and organisational governance. This diversity of backgrounds strengthens the Board's ability to make well-informed decisions and to represent the communities we serve.

We are committed to building a Board that reflects the diversity of the communities 4C Connect serves. In future years, we will actively seek trustees with additional skills in areas such as finance, legal matters, and community development, and will continue to ensure our Board includes people from ethnic minority backgrounds.

New trustees receive an induction into the work of 4C Connect, are provided with a copy of the governing document, and are made aware of their legal duties as charity trustees and company directors.

Decision Making

The Board of Trustees holds regular meetings to oversee the work of 4C Connect, review the financial position, and make key decisions. A quorum of three trustees must be present for decisions to be made. The

chairperson has a casting vote where votes are equal. All financial transactions on the organisation's bank account require two authorised signatories, at least one of whom must be a Director.

Day-to-day coordination and project delivery is managed by Dr Sarah Waqqas, who also serves as Company Secretary. The Board reviews all major grant applications and reports, monitors expenditure against budgets, and ensures the organisation operates within its charitable purposes.

SECTION 5

Achievements and Performance

This has been an outstanding first year for 4C Connect. Despite being a brand-new organisation, incorporated in January 2025, we have secured two funded grants, delivered two projects, and made a measurable difference to people in our communities. Below is a summary of our main achievements during the period.

£15,929 Total income raised	2 Projects delivered	6 Trainers involved	3 Locations reached	50+ Participants involved
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Project 1: Connecting Communities and Empowering Digital Skills

Funder	Amount	Period	Locations
National Lottery — Ethnic Minority Development Fund (EMDF) 2025	£14,919	August 2025 to May 2026 (ongoing)	Coatbridge, Cumbernauld and Falkirk

This project was developed to address the social isolation and digital exclusion experienced by ethnic minority communities across North Lanarkshire and Falkirk. It supports participants to develop essential digital and communication skills in a culturally sensitive setting, while also creating a space where people can come together, share their culture, and build a sense of community.

Part One: Community Building and Digital Skills

We run fortnightly community gatherings where participants come together to connect, share experiences, and hear from guest speakers on topics including health, local services, employability, and financial wellbeing. Participants also receive hands-on ICT and digital literacy training, helping them to navigate daily life, access online services, and build confidence for further education or work.

Part Two: Podcasting and Digital Storytelling

We offer free training in podcasting and digital storytelling, delivered in six-week blocks, three times per year at each location. These creative sessions give participants the chance to tell their own stories, develop technical media skills, and increase their confidence in public speaking and self-expression.

What We Achieved (Mid-Year Review, April 2026)

- Community sessions delivered across North Lanarkshire and Falkirk, both in-person and online
- Black History Month session celebrating culture, history, and shared discussion
- CV writing and employability workshops helping participants prepare for work
- Podcast and digital storytelling training delivered by skilled facilitators
- Over 20 trainers and facilitators contributed to the delivery
- Three online sessions delivered to remove travel barriers

- Partnership with FOSS in Falkirk to reach more ethnic minority community members
- Project promoted through social media and CFM 106.8 radio

Participant feedback has been consistently positive. People report increased confidence, improved digital skills, a greater sense of belonging in their communities, and a better understanding of local services available to them. The project is still ongoing and will continue through to May 2026.

Project 2: Music, Radio and Podcast Skills for Young People

Funder	Amount	Period	Status
North Lanarkshire Community Empowerment Micro Fund (UKSPF)	£1,000	1 January to 31 March 2026 (completed)	Successfully completed

This project provided completely free music, radio, and podcast skills workshops for young people aged 16 to 25 in Cumbernauld and Coatbridge. It was specifically designed for those from low-income families who face financial barriers to accessing creative learning opportunities. Delivered in partnership with Cumbernauld FM and Main Street Studios, sessions took place at two accessible community venues at no cost to participants.

What We Achieved

- 10 to 15 young people participated in workshops across both locations
- Practical skills gained in music production, podcast creation, radio presenting and DJ performance, which was completely free
- Tutors observed real improvements in confidence, creativity, communication and teamwork across all sessions
- Positive participant feedback received, with participants expressing a strong desire to continue
- Strengthened partnerships with Cumbernauld FM, Main Street Studios and New College Lanarkshire
- Full £1,000 grant spent on delivery, studio hire, marketing and project coordination

Volunteers

4C Connect relies on the goodwill and expertise of volunteers throughout its work. During this first year, volunteer trainers, facilitators and guest speakers gave their time and skills to support the delivery of both projects. Volunteers contributed to our community information sessions on topics including health, employability, and local services. Volunteer facilitators from Cumbernauld FM and Main Street Studios supported the delivery of our creative skills sessions for young people. We are enormously grateful to everyone who gave their time freely to help 4C Connect in its first year.

SECTION 6

Financial Review

4C Connect was incorporated on 20 January 2025, and this report covers our first financial period to 31 March 2026. As a newly established organisation, all income in this period came from grant funding, and all expenditure was directed towards delivering our charitable activities.

4C Connect - Income and Expenditure Summary	
Reporting period	20 January 2025 to 31 March 2026
Opening bank balance	£0.00
Total income	£15,929.00
Total expenditure	£3,276.52
Closing bank balance at 31 March 2026	£12,652.48
Income / Expenditure Table	
Description	Amount (£)
INCOME	
Founding member contribution/opening bank account deposit	£10.00
EMDF 2025 Grant - National Lottery / Main Grants	£14,919.00
North Lanarkshire Community Empowerment Micro Fund (UKSPF)	£1,000.00
Total Income	£15,929.00
EXPENDITURE	
Companies House/web filing fee	£34.00
Equipment and production resources - Amazon purchases	£1,028.53
Laptop / ICT equipment - HP Inc	£899.99
Musical instrument and DJ equipment - Andertons Music	£814.00
Community event / delivery partner - North 2 South Events	£500.00
Total Expenditure	£3,276.52
Closing Bank Balance - 31 March 2026	£12,652.48

Income and Expenditure

Note: The closing balance includes restricted EMDF grant funds committed to ongoing project delivery through May 2026. These funds are not available for general use and must be spent in accordance with the grant conditions.

Statement of the Charity's Policy on Reserves

As a newly established charity delivering its first year of activity, 4C Connect does not yet hold unrestricted reserves beyond the initial £10 founding member contribution. The majority of our funds are restricted grant income, which must be spent on the specific projects for which they were awarded.

The Board of Trustees recognises the importance of building a small reserve of unrestricted funds in future years to cover core operating costs and to protect against unexpected expenses or gaps in funding. We aim to work towards holding unrestricted reserves equivalent to approximately three months of our core running costs as the charity grows and secures additional income. At present, no target reserve level has been formally set, and the Board will review this policy annually as the organisation develops.

Details of Any Deficit

4C Connect did not record a deficit in this reporting period. Total income for the period was £15,929.00, and total expenditure was £3,276.52, leaving a positive closing balance of £12,652.48. The surplus balance is held as restricted grant funds earmarked for delivery of the EMDF 2025 project, which continues beyond this reporting period.

Donated Facilities and Services

During this reporting period, 4C Connect benefited from the following donated and in-kind support:

- Office and meeting space provided by New College Lanarkshire at the Cumbernauld FM studios, Cumbernauld campus, which served as our registered office and base of operations throughout the year
- Promotional airtime and community announcements provided by Cumbernauld FM (CFM 106.8), which broadcast information about our community sessions and workshops, enabling us to reach a wider audience at no additional cost to the charity
- Volunteer time contributed by trainers, facilitators and guest speakers across both projects. The value of this contribution is not quantified in our accounts but represents a significant in-kind resource that enabled us to deliver a greater volume and quality of activity than our grant funding alone would have allowed

The monetary value of donated facilities and services has not been formally assessed or included in the financial statements for this period, as 4C Connect is in its first year of operation and is developing appropriate systems for recording such contributions.

SECTION 7

Future Plans

We are proud of what 4C Connect has achieved in its very first year. Looking ahead to 2026 and beyond, the Board of Trustees has identified the following priorities:

01 Complete the EMDF 2025 Connecting Communities project and use learnings from this pilot to design future phases of the programme	02 Expand our partnership network, deepening collaboration with Cumbernauld FM, FOSS Falkirk, Falkirk Studio (FK1), Main Street Studios, New College Lanarkshire and other local organisations
03 Seek further grant funding to extend our creative and digital skills programmes to more young people and ethnic minority community members across North Lanarkshire	04 Develop our environmental programme, promoting recycling, upcycling and sustainability activities that engage and unite our communities
05 Hold our first Annual General Meeting within 18 months of incorporation, as required by our Articles of Association, and elect additional trustees where appropriate	06 Employ project and admin staff for the Charity

We believe that every community deserves to be heard, celebrated, and connected. 4C Connect will continue to grow as a trusted, community-led organisation for Cumbernauld, Coatbridge, and beyond.

SECTION 8

Additional Information

About Our Name

The '4C' in our name stands for Coatbridge and Cumbernauld Community Connect, the two towns at the heart of our work. We also use the term to reflect the four communities we are committed to serving: ethnic minority communities, young people, families, and the wider general public of North Lanarkshire and Falkirk.

Our Partnership with Cumbernauld FM

One of the most distinctive aspects of 4C Connect is our close relationship with Cumbernauld FM (CFM 106.8), a community radio station based at New College Lanarkshire. This partnership gives 4C Connect a unique platform to share community stories, promote our work, and engage audiences who might not otherwise be reached through social media or printed materials alone. CFM 106.8 has provided promotional support for both of our funded projects during this first year.

Looking Back, Looking Forward

Starting a brand-new organisation is never easy, but the founding trustees of 4C Connect are committed to making this a sustainable, impactful, and growing charity. In our first year, we have proved that there is real demand for what we do and that our approach is culturally sensitive, community-led, and creatively driven, and it resonates with the people we serve. We look forward to reporting even greater achievements in future years.

Contact Us

If you would like to find out more about 4C Connect, get involved as a volunteer or partner, or enquire about our programmes, please get in touch:

Website	www.4cconnect.co.uk
Email	info@4cconnect.co.uk
Social media	Search '4C Connect' on Facebook, Instagram and X (Twitter)
Radio	Listen to CFM 106.8 for community announcements and features
Post	Room MB217, 4C Connect c/o CFM1068, New College Lanarkshire, Cumbernauld, G67 1HU

SECTION 9

Declaration

The Trustees confirm that this Trustees' Annual Report is a fair and accurate account of the activities and financial position of Coatbridge and Cumbernauld Community Connect (4C Connect) Limited for the period from 20 January 2025 to 31 March 2026.

The report has been prepared in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005, the Companies Act 2006, and the company's governing document (Articles of Association).

The charity trustees confirm that no trustee has received any payment or benefit from the charity during the reporting period, other than the reimbursement of reasonable out-of-pocket expenses incurred in connection with their duties.

"We are grateful to all our funders, partners, volunteers and community members who have made this first year possible."

Signed: Sarah Waqqas

Print name: Dr Sarah Waqqas

Designation: Chair / Trustee, 4C Connect Limited (SC834713)

Date: 17.07.26