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[OSCR Online] - Charity Annual Return Accounts Required

OSCR Online <osconline@oscr.org.uk>

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Thu 01/09, 14:19

This message was sent with high importance.

An annual return has been submitted for charity SC044589 (The Croft (Visitors' Support and Advice Centre, HMP Barlinnie) SCIO) without accounts. Accounts must be sent to OSCR by post within 28 days of this submission or by your deadline date if this is sooner (your deadline for providing accounts is 9 months after your accounting period end date). Your return will not be processed and the charity's Scottish Charity Register entry will not be updated until satisfactory accounts are received. To help link your accounts to your annual return, please print this email and include it with your accounts. If you do not have a printer you can handwrite the following reference number on the front page of your accounts : SC044589.2015b.1 The accounts should be sent to: OSCR 2nd Floor Quadrant House 9 Riverside Drive Dundee DD1 4NY

Regards,
OSCR Online

- Tel: 01382 220 446
- Email: osconline@oscr.org.uk
- OSCR, 2nd Floor, Quadrant House, 9 Riverside Drive, Dundee, DD1 4NY

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THE CROFT
(Visitors' Support and Advice
Centre, HMP Barlinnie)
SCIO

SCOTTISH CHARITY NO. SC044589

BANK BALANCES

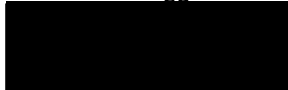
2014	
Current Account Balance as at 31st December 2014	12,191.15
Deposit Account Balance as at 31st December 2014	50.00
Cash in Hand	16.11
	<u>12,257.26</u>
Add Outstanding Lodgements	0.00
Deduct Cheque and payment outstanding	87.89
Total Closing Balance as at 31st December 2014	<u>12,169.37</u>
2015	
Bank of Scotland C/A	5,100.00
Nationwide (Treasurers Trust) DA	5,050.01
Bank of Scotland C/A	10,179.91
Cash in hand	2.69
	<u>20,332.61</u>
Add Outstanding Lodgements	
Deduct Cheques to be presented	2,101.54
Total Closing Balance as at 31st December 2015	<u>18,231.07</u>

ANNUAL REPORT
AND
ACCOUNTS

FOR THE YEAR ENDED 31st DECEMBER 2015

REFERENCE AND ADMINISTRATION INFORMATION

Charity Name: The Croft (Visitors' Support and Advice Centre, HMP Barlinnie) SCIO
 Charity Registration Number: SC044589
 Contact Address: St Enoch's Hogganfield Parish Church



BALANCES

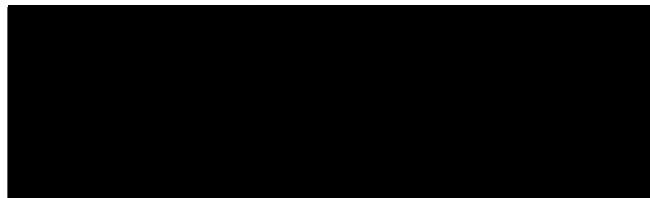
	Total 2015	Total 2014
Balance Forward	12,169.37	23,248.35

MOVEMENT IN YEAR

Excess of Receipts / Payments 2015	6,061.70	
Excess of Payments / Receipts 2014		11,078.98
Bank & Deposit balances carried forward	18,231.07	12,169.37

TRUSTEES

The Trustees who served during the year were as follows –



The accounts were approved by the Trustees on 6th May 2016

Office Bearers

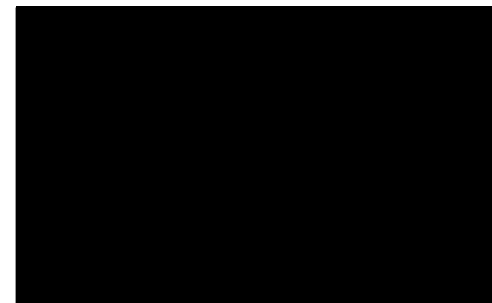
Chair
 Secretary
 Treasurer



Independent Examiner



Bankers
 Bank of Scotland plc
 PO Box 1000
 BX2 1LB
 Nationwide



Chairman of Board

Treasurer

1. BASIS OF ACCOUNTING

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

2. TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS

No trustees received any remuneration from the charity. No trustee nor any person related to a trustee had any personal interest in any contract or transaction entered into by the charity during the year.

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31st DECEMBER 2015**

	Fund 2015	Fund 2014
RECEIPTS		
Grants	53,509.00	30,876.50
Donations		500.00
Interest	.01	
	<u>53509.01</u>	<u>31,376.50</u>
PAYMENTS		
Costs of generating funds	0.00	0.00
Equipment & Office Supplies	1,237.75	2,580.13
Publicity	1,925.76	889.20
Staffing	42,800.00	37,300.00
Staff & Volunteer Expenses	271.80	468.96
Training & Support	374.33	126.44
Visit Costs	75.30	287.27
Miscellaneous	762.37	803.48
Governance costs	.00	0.00
	<u>47,447.31</u>	<u>42,455.48</u>
Excess of Receipts / Payments 2015	<u>6,061.70</u>	
Excess of Payments / Receipts 2014		<u>11,078.98</u>

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT.

The Croft is administered as a Scottish Charitable Incorporated Organisation under a constitution (available on request) approved by the Office of the Scottish Charity Regulator in January 2014.

RECRUITMENT AND APPOINTMENT OF TRUSTEES

The Board consists of up to 12 Trustees who are appointed by members at the Annual General Meeting; one third of Trustees retire each year; the Board also has power to co-opt Trustees (up to one third of the total). In addition St Enoch's Hogganfield Parish Church and St Thomas Apostle Roman Catholic Church shall each be entitled to nominate any two persons to serve on the board.

ORGANISATIONAL STRUCTURE

The Board has overall responsibility for the affairs of the charity; day-to-day administration is delegated to the Co-ordinators. The Board meets at least four times each year.

OBJECTIVES AND ACTIVITIES

The advancement of community development, and the relief of those in need by reason of the imprisonment of a family member, by

- providing support and advice to visitors to HMP Barlinnie;
- offering a welcoming space near to the prison with access to personal support and advice specifically targeted for prisoners' families;
- recruiting, training and developing volunteers from the local and wider community;
- and establishing links with service providers and voluntary organisations working with prisoners' families to build partnerships that will enhance the quality of life for visitors to prisoners in HMP Barlinnie.

A more detailed account of activities and achievements during 2015 is appended to this document.

FINANCIAL REVIEW

The work of the charity is funded by grants from the Robertson and Volant Trusts and the Church of Scotland "Go For It" Fund. The Board regularly monitors the financial position of the charity.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The members of the Board must prepare financial statements which give sufficient details to enable an appreciation of the transaction of the charity during the financial year. The members of the Board are responsible for keeping proper accounting records which on request, must reflect the

financial position of the charity at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf,

Signed 
Chairman of the Board

Date 6th May 2016

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the charity for the year ended 31st December 2015 which are set out on pages 5 to 7.

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.

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 view given by 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:
 - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - 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.

Signed . 

Date 14th May 2016

Name:
Address: 