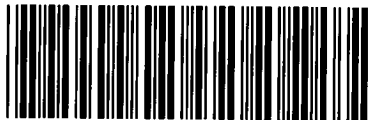


COMMUNITY HOUSE LIMITED
(A Company Limited by Guarantee)

REPORT AND FINANCIAL STATEMENTS

For the year ended 31st March 2016

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Community House Limited
(A Company Limited by Guarantee)

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Community House Limited
(A Company Limited by Guarantee)

Company Information

Board of Trustees	Pastor Paul Martin Dr Andrew Gill Mr David Simpson Mrs Valerie Rose Mr William McGrouther Mrs Colleen Kerr Mrs Elaine McDonagh (resigned 31.05.2015)
Secretary	Mr William McGrouther
Scottish Charity Number:	SC035942
Company Number:	SC268613
Registered Office	23 Maree Court Alloa FK10 1QE
Accountants:	Atkinson & Co Limited Victoria House 87 High Street Tillicoultry FK13 6AA
Bankers:	Royal Bank of Scotland 19 High Street Alloa FK10 1JF

**Community House Limited
(A Company Limited by Guarantee)**

Report of the Board of Trustees (incorporating a directors' report)

For the year ended 31st March 2016

The trustees present their report together with the financial statements of the Charity for the year ended 31st March 2016. The financial statements have been prepared in accordance with the organisation's accounting policy and comply with the Charity's memorandum and articles of association, applicable law and UK Accounting Standards.

Structure, Governance and Management

The charity is registered in Scotland SC35942 and is also a company limited by guarantee with company number SC268613. For the purposes of company law the trustees are directors of the company

Aims and Purposes

The aim of Community House is to improve the quality of life of the residents in the Bowmar area, an area of multi-deprivation in Alloa, Scotland. The organisation, initially set up by local churches, remains committed to the Christian ethos of acceptance and valuing all.

Over the years the scope of work has increased and it now operates in a block of what were four Council owned flats specially converted for Community House by Clackmannanshire Council.

Community House is open five days a week to provide support and activities for children, young people and adults which are geared to fulfil the aims of the House for these participants.

From local surveys it is recognised that all services need to be free, any charge, however small, inhibits the use of the services by vulnerable people. Approximately 290 people per year benefit from these activities.

Achievements and Performance

During the current year Community House continues to work in partnership with other agencies, particularly with The Princess Royal Trust for Carers and Clackmannanshire Youth Services.

The Management Committee is encouraged and impressed by the commitment and expertise of all the staff. In particular the Project Manager continues to do an excellent job in overseeing the project. She has adapted well to changing circumstances over the past year, encouraging and enabling new staff to use their skills to benefit the project and so the community. The whole staff, including volunteers, works well together.

The Project has been encouraged to develop and consider the future while continuing to provide a stable and welcoming environment for its varied users

Report of the Board of Trustees (cont.)

Financial Review

The year end 2016 accounts show a reasonable financial position.
The total income for the year 2015/16 was £106,167
The total expenditure for the year was £118,082

The shortfall was covered by funds accrued in the previous years

The balance at the end of the year was £105,838

Reserves

Community House aims at holding an unrestricted reserve of 4 months operating budget. The 4 months operating budget amounts to £35,000. The current reserves meet that requirement.

Management

Pastor Paul Martin continues to sit as chair of the Management Committee.
The Directors serving at the end of March 2016 were:

Pastor Paul Martin	Chairman
Mr William McGrouther	Company Secretary
Mrs Valerie Rose	Treasurer
Mr Andrew Gill	Trustee
Mr David Simpson	Trustee
Mrs Colleen Kerr	Trustee

Staff

Mrs Elaine McDonagh has continued in the post of Project Manager. There has been no staff changes in this current year, but have seen the recruitment of three new volunteers to assist staff.

The staff complement at the year end is:

Elaine McDonagh	Full time Project Manager
Sharlene Haggart	Part time Project Worker
Kelly Snaddon	Part time Project Worker
Kelly Tadrowski	Part time Project Worker
Angela Gardner	Part time Cleaner

We are also helped by a number of volunteers of whom nine consistently help in various activities. Community House also provides training opportunities for people from Clackmannanshire Council Supported Employment Services and Alloa Academy placements.

Report of the Board of Trustees (cont.)

Staff Training/Qualifications

All staff are suitably qualified and meet the requirements of the Scottish Social Services Council at the level of their individual job positions within Community House.
The Project Manager continues to monitor relevant legislation and to arrange appropriate training for staff and volunteers as well as providing oversight to all staff working at Community House.

Statement of Trustee's responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires trustees to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the charity and of the incoming resources and applications of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities' SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Investments (Scotland) Regulation 2006 and the provision of the charity's memorandum and articles of association. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Declaration

The trustees declare that they have approved the trustees' report above

PAUL MARTIN
.....
(Chairman)
.....
(Signature)

27/9/16
.....
(Date)

Independent Examiner's Report to the Board of Trustees of

**Community House Limited
(A Company Limited by Guarantee)**

For the year ended 31st March 2016

I report on the accounts of the charity for the year ended 31st March 2016 which are set out on pages 8 to 15.

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) (a) to (c)] of the Accounts Regulations 2006 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

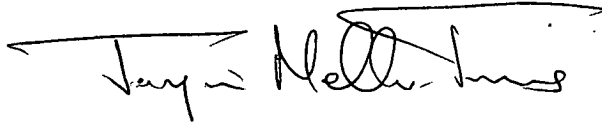
My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks 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 8 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.

Victoria House
87 High Street
Tillicoultry
FK13 6AA



Jacqui Mellor-Jones
Chartered Accountant (ICAEW)

22 November 2016
Date

Community House Limited
Company Limited by guarantee
Statement of Financial Activities Incorporating an Income and Expenditure Account

For the year ended 31st March 2016

	Note	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Incoming resources	2				
Incoming resources from generated funds					
Voluntary income		3723	102086	105809	121345
Investment income		357	-	357	354
Total incoming resources		<u>4081</u>	<u>102086</u>	<u>106167</u>	<u>121699</u>
Resources expended	3				
Cost of charitable activities		17979	100104	118082	121859
Total Expenditure		<u>17979</u>	<u>100104</u>	<u>118082</u>	<u>121859</u>
Net income/(expenditure) and net movements in funds for the year		(13898)	1982	(11916)	(160)
Reconciliation of Funds					
Total funds brought forward		62757	54997	117754	117914
Total funds carried forward		<u>48859</u>	<u>56979</u>	<u>105838</u>	<u>117754</u>

The notes on pages 10-15 form part of these accounts.

Community House Limited
Company Limited by guarantee
Company Number SC268613
Balance Sheet

As at 31st March 2016

	Note	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Fixed assets					
Tangible assets	7	-	-	-	230
Current assets					
Debtors	8	-	115	115	-
Cash at bank and in hand		50604	59334	109938	121663
Total current assets		<u>50604</u>	<u>59449</u>	<u>110053</u>	<u>121663</u>
Liabilities					
Creditors: amounts falling due within one year	9	<u>1745</u>	<u>2470</u>	<u>4215</u>	<u>4139</u>
Net current assets		48859	56979	105838	117524
Total assets less current liabilities		<u>48859</u>	<u>56979</u>	<u>105838</u>	<u>117754</u>
Funds of the Charity					
Unrestricted income funds		48859	-	48859	62757
Restricted income funds		-	56979	56979	54997
Total Charity Funds	12	<u>48859</u>	<u>56979</u>	<u>105838</u>	<u>117754</u>

The notes on pages 10-15 form part of these accounts.

Balance Sheet
As at 31st March 2016

The Board of Trustees:

1. Confirm that for the year ending 31st March 2015 the company was entitled to the exemption under sub section (1) of section 477 of the Companies Act 2006
2. Confirm that no notice requiring an audit had been deposited under section 476 of the Companies Act 2006 in relation to the financial statements for the financial period; and
3. Acknowledge their responsibility for:
 - a) Ensuring that the company keeps accounting records which comply with section 386 and section 387 of the Companies Act 2006; and
 - b) Preparing financial statements which give a true and fair view of the state of the company as at the end of the financial period in accordance with the requirements of section 396 Companies Act 2006, relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provision of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard of Smaller Entities (effective January 2015)

Approved by the Board of Trustees and signed on its behalf:

PAUL MARTIN
Trustee name

Signature
27/9/16
Date

VALERIE ROSE
Trustee name

Signature
27/9/16.
Date

Notes to the Financial Statements
For the year ended 31st March 2016

1. Accounting policies

Basis of Accounting

The financial statements have been prepared under the historic cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), the Companies Act 2006 and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice (2015) and the Charities Accounts (Scotland) Regulations 2006.

Incoming resources

These are included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources; the Trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Where incoming resources have related expenditure (as with fundraising) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

The value of any voluntary help is not included in the accounts but is described in the Board of Trustees Annual Report.

Investment income is included in the Accounts when receivable.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs include the cost of preparation and examination of Statutory Accounts, the costs of Trustee meetings and cost of any legal advice to the Trustees on governance or constitutional matters.

Unrestricted Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Assets and depreciation

Tangible fixed assets for use by the charity are capitalised if they can be used for more than one year. They are valued at cost or a reasonable value on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life on the following bases:

Fixtures & Fittings	25% per annum reducing balance method
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Community House Limited
(A Company Limited by Guarantee)

Notes to the Financial Statements

For the year ended 31st March 2016

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
2. Analysis of Incoming Resources				
Voluntary income				
Donations and legacies				
Appeals and donations	3723	-	3723	2588
Grants				
Clackmannanshire Council	-	39914	39914	38180
Children in Need	-	43242	43242	42079
Young Start	-	-	-	23998
Robertson	-	14500	14500	14500
Coalfield	-	4430	4430	-
	<u>3723</u>	<u>102086</u>	<u>105809</u>	<u>121345</u>
Investment income				
Bank Interest	<u>357</u>	<u>-</u>	<u>357</u>	<u>354</u>

Notes to the Financial Statements

As at 31st March 2016

		Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
3. Resources Expended					
Expenses for charitable activities					
Healthy eating		31	5695	5726	5659
Outings		99	620	719	1059
Arts and crafts		1209	1395	2604	5123
Other programme costs		205	92	297	3253
Wages and salaries	5	9555	80561	90116	86453
Staff training		-	-	-	55
Travel & subsistence		-	-	-	140
Work wear		185	62	247	169
Rent		2330	4006	6336	6381
Rates and heat & light		-	3048	3048	2761
Insurance		87	1294	1381	1376
Cleaning		312	803	1115	891
Telephone		431	100	531	304
Stationery		6	48	54	191
Repairs and renewals		1185	2278	3463	4415
Professional Fees		-	102	102	1215
Depreciation	7	230	-	230	321
Bank charges		241	-	241	221
Governance costs	4	1872	-	1872	1872
		<u>17979</u>	<u>100104</u>	<u>118082</u>	<u>121859</u>
4. Governance costs					
Accountancy fees		<u>1872</u>	<u>-</u>	<u>1872</u>	<u>1872</u>

Notes to the Financial Statements

As at 31st March 2016	Unrestricted Funds £	Restricted Funds £	Total 2016 £	2015 £
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5. Paid Employees

Staff Costs

Gross wages, salaries and benefits in kind	9555	75828	85383	82407
Employer's National Insurance costs	-	4733	4733	4074
Training and other payroll costs			-	55
	<u>9555</u>	<u>80561</u>	<u>90116</u>	<u>86536</u>

No employees received total emoluments of more than £60000.

Average number of full-time equivalent employees in the year

Charitable Activities	<u>4.5</u>	<u>4.5</u>
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6. Taxation

The company is registered as a charity and is therefore exempt from taxation on its charitable activities.

7. Tangible Fixed Assets

	Fixtures and fittings £	Total £
Cost		
As at 1st April 2015	4576	4576
Additions	-	-
Disposals	-	-
As at 31st March 2016	<u>4576</u>	<u>4576</u>

Depreciation

As at 1st April 2015	4346	4346
Charge for year	230	230
As at 31st March 2016	<u>4576</u>	<u>4576</u>

Net book value

As at 31st March 2016	<u>-</u>	<u>-</u>
As at 31st March 2015	<u>230</u>	<u>230</u>

All fixed assets are held in unrestricted funds

Community House Limited
(A Company Limited by Guarantee)

Notes to the Financial Statements

As at 31st March 2016

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	2015 £
8. Debtors				
Other debtors	-	115	115	-

9. Creditors : amounts falling due within one year

Accruals	1560	-	1560	1560
Credit Card	185	746	931	1000
PAYE	-	1724	1724	1579
	<u>1745</u>	<u>2470</u>	<u>4215</u>	<u>4139</u>

10. Resources Expended include:

Fees for examination of the Accounts	360	-	360	360
Accountancy fees	1200	-	1200	1200
	<u>1560</u>	<u>-</u>	<u>1560</u>	<u>1560</u>

11. Trustee Remuneration and Related Party Transactions

No members of the management committee other than Elaine McDonagh received any remuneration during the year. Elaine McDonagh receives a salary for her work as project manager.

12. Analysis of funds

	Fund Brought fwd	Incoming Resources	Outgoing Resources	Transfers	Fund carried fwd
General Funds					
Unrestricted income fund	62757	4081	17979	-	48859
Restricted Funds					
Big Lottery	420	-	-	-	420
Young Start	2241	-	-	-	2241
STV Appeal	2000	-	-	-	2000
Link Up	3000	-	-	-	3000
Children In Need	828	43242	42914	-	1156
Building fund	29619	-	-	-	29619
Clackmannanshire Council	9370	39914	40691	-	8593
Coalfields	2340	4430	4606	-	2164
Robertson	5179	14500	11893	-	7786
Total restricted funds	<u>54997</u>	<u>102086</u>	<u>100104</u>	<u>-</u>	<u>56979</u>

13. Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members are liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.