

Hot Chocolate Trust
Company Limited by Guarantee Number SC 384635

Abbreviated (Unaudited) Accounts

Period of accounts

Start date: 1st October, 2012

End date: 30th September, 2013

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Hot Chocolate Trust
Scottish Charity Number SC 035714
Company Limited by Guarantee Number SC 384635

Company information for the year ended 30th September, 2013

Principal address

The Steeple, Nethergate, Dundee DD1 4DG.

Directors of the Board

Mr Tony Boffey	Chairperson from March 2013
Dr Colin Paterson	Chairperson (retired March 2013)
Ms Lynda Forte	Vice Chairperson until June 2013, board director thereafter
Mr Richard McCallum	Treasurer
Mrs Alison Cartwright	
Mrs Deborah Farley	
Mr Joe Lafferty	
Mr John McIntosh	
Miss Heather McKenzie	until December 2013
Miss Rebecca Wood	from June 2013

Hot Chocolate Trust
Company Limited by Guarantee Number SC 384635
Abbreviated Balance Sheet at 30 September 2013

	Note	Unrestricted Funds £	Restricted Funds £	2013 £	2012 £
Fixed Assets					
Tangible Assets	2	739	5,462	6,201	2,903
Total Fixed Assets		739	5,462	6,201	2,903
Current Assets					
Cash at Bank and in Hand		39,203	10,390	49,593	62,246
Prepayments and accrued income	3	3,346	6,544	9,890	1,106
Creditors Falling Due Within One Year	4	2,498	967	3,465	2,208
Net Current Assets		40,051	15,967	56,018	61,144
Net Assets		40,790	21,429	62,219	64,047
Funds of the Charity					
Unrestricted Funds		40,790	-	40,790	38,158
Restricted Funds	5	-	24,675	24,675	25,889
Total Funds		40,790	24,675	65,465	64,047

For the period ending 30/09/2013, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 3rd March, 2014.

SIGNED ON BEHALF OF THE BOARD BY:



Richard McCallum
Director

The notes form part of these financial statements.

Hot Chocolate Trust
Scottish Charity Number SC035714
Notes to the Accounts

1 Accounting Policies

In preparing the accounts, the following policies have been complied with:

- a) These accounts have been prepared on the basis of historic cost. The accounts are in accordance with applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and the Charities Accounts (Scotland) Regulations 2006.
- b) Incoming resources are recorded when receivable.
- c) Incoming resources with related expenditure are reported gross in the Statement of Financial Activity (SoFA).
- d) Grants and donations are included in the SoFA when receivable. Those grants which must be spent as specified by the donor are included in restricted income.
- e) Incoming resources from Gift Aid tax reclaims are included at the same time as the gift to which they relate.
- f) Gifts in kind are included when donated and when material.
- g) Donated services and facilities are only included in incoming resources (with an equivalent amount in resources expended) when the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
- h) The value of voluntary help received is not included in the accounts but is described in the trustees' annual report.
- i) Investment income is included in the accounts when receivable.
- j) Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
- k) Governance costs include costs of the preparation and examination of statutory accounts, the costs of board meetings and cost of any legal advice to directors on governance or constitutional matters.
- l) Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.
- m) Assets are capitalised above a de minimis level reviewed and agreed by the treasurer on an annual basis. They are valued at cost and depreciation is charged on a straight line basis. Computer equipment is depreciated over 3 years, camera equipment over 8 years and other equipment over 5 years.

2 Tangible fixed assets

Cost

	Computer equipment £	Camera equipment £	Other equipment £	Total £
Balance brought forward	6,288	2,800	1,175	10,263
Additions	3,661	1,063	-	4,724
Disposals	(811)	-	-	(811)
Balance carried forward	9,138	3,863	1,175	14,176

Accumulated depreciation

	Straight line basis			Total
	3 year life £	8 year life £	5 year life £	£
Balance brought forward	5,241	2,012	107	7,360
Depreciation for the period	774	417	235	1,426
Disposals	(811)	-	-	(811)
Balance carried forward	5,204	2,429	342	7,975

Net book value

	£	£	£	£
Balance brought forward	1,047	788	1,068	2,903
Balance carried forward	3,934	1,434	833	6,201

Hot Chocolate Trust
Scottish Charity Number SC035714
Notes to the Accounts

3 Prepayments and accrued income

	Amounts falling due within one year	
	2013	2012
	£	£
Prepayments	3,391	811
Accrued income	6,499	295
Total	9,890	1,106

4 Creditors

	Amounts falling due within one year	
	2013	2012
	£	£
Company credit cards	2,248	616
Accruals	1,217	1,592
Total	3,465	2,208

5 Restricted income funds

Hot Chocolate Trust received some grants for specific purposes or projects. These monies are held in the following restricted funds:

Fund name	Purpose
Awards for All	Youth work
Baird Trust	Costs of moving premises
BBC Children in Need	Salary and training costs
Big Lottery Fund: Young Start	Youth work, salary and training costs
Cash4Communities	Youth work, salary, training and core costs
CashBack for Communities 3	Youth work
Cashback for Communities 4	Youth work
CashBack for Communities 5	Youth work and volunteer expenses
CashBack for Communities 6	Salary costs
Church of Scotland	Salary costs
Discovery Camps	Youth work
Dundee Christian Youth Trust	Youth work
Dundee City Council: Local Action Fund	Salary costs
Inspiring Scotland	Salary costs
Lend Lease	Youth work
Lloyds TSB Foundation for Scotland	Salary costs
People and Communities Fund	Youth work, salary, training and core costs
Robertson Trust	Salary, training and core costs
Rotary Club of Dundee	Youth work
Scottish Council for Voluntary Organisations	Salary costs
The Souter Charitable Trust	Youth work
Voluntary Action Fund	Youth work, salary, training and core costs
YouthLink	Capital spending

Hot Chocolate Trust
 Scottish Charity Number SC035714
 Notes to the Accounts

Movements of major funds

Fund name	Fund balance brought forward £	Incoming resources £	Outgoing resources £	Fund balance carried forward £
Awards for All	-	10,000	4,661	5,339
Baird Trust	1,899	-	1,517	382
BBC Children in Need	2,079	24,764	25,369	1,474
Big Lottery Fund: Young Start	-	23,775	18,912	4,863
Cash4Communities	-	6,836	6,836	-
CashBack for Communities 3	205	-	205	-
Cashback for Communities 4	574	-	123	451
CashBack for Communities 5	-	1,862	1,862	-
CashBack for Communities 6	-	2,187	397	1,790
Church of Scotland	-	10,000	10,000	-
Discovery Camps	2,000	-	2,000	-
Dundee Christian Youth Trust	2,000	-	2,000	-
Dundee City Council: Local Action Fund	-	678	678	-
Inspiring Scotland	-	32,376	32,376	-
Lend Lease	71	-	71	-
Lloyds TSB Foundation for Scotland	-	7,000	7,000	-
People and Communities Fund	-	11,410	11,410	-
Robertson Trust	12,107	15,000	17,169	9,938
Rotary Club of Dundee	-	1,750	1,750	-
Scottish Council for Voluntary Organisations	-	2,947	2,947	-
The Souter Charitable Trust	557	-	557	-
Voluntary Action Fund	3,609	2,119	5,728	-
YouthLink	788	-	350	438
Total restricted funds	25,889	152,704	153,918	24,675

The following fund balances include fixed assets less depreciation: Baird Trust, Big Lottery Fund: Young Start, CashBack for Communities 3 and 4, Lend Lease and YouthLink.

Transfers between funds

No transfers between funds have taken place.

6 Transactions with directors

No transactions took place with directors.