



Linlithgow Community Development Trust

Report of the Directors and Unaudited Financial Statements

For the year ended 31 March 2024

Linlithgow Community Development Trust

For the year ended 31 March 2024



DIRECTORS' REPORT

Reference and Administration

Charity name	Linlithgow Community Development Trust
Scottish Charity Number	SC045971
Registered Office	21 West Port, Linlithgow, EH49 7AY

The legal form of the Trust was a Company Limited by Guarantee until its conversion to a Scottish Charitable Incorporated Organisation (SCIO) on 17 March 2021. Charitable Status was granted by OSCR on 8 September 2015.

Trustees

The individual Directors are the trustees of the Charity for the purposes of charity law and throughout this report are collectively referred to as The Directors.

Directors

The directors who served the company in the period from 1 April 2023 to 31 March 2024 were as follows:

Director's Name	Dates	Director's Name	Dates
G Williamson	To 04/12/23	F D Falconer	
M N Ball		CM Horne	To 01/06/23
N Barnes		G Millar	To 17/11/23
T Conn		C Racionzer (Chair)	
M Ewart		A Johnston	To 21/11/23
Susan Smith		J Campbell	From 02/08/23

The Directors present their report and Statement of Financial Activity for the period from 1 April 2023 to 31 March 2024.

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Principal Objectives and Activities

Linlithgow Community Development Trust "the Trust" has been formed to benefit the communities that lie within Linlithgow Ward with the aim of building a resilient, inclusive, enterprising and sustainable community capable of dealing with ongoing change.

The Charitable Purposes identified are

- i) the advancement of citizenship or community development
- ii) the advancement of environmental protection or improvement

Achievements Performance and Prospects for the Future

The directors continue to monitor the performance of the company against the objectives above. Members of the public are encouraged to join via our website <http://trust-linlithgow.org.uk>, advertising in local papers and at local events.

The Chair issues a more detailed annual report on the achievements, performance and prospects for the future. This is circulated to all members with notification of the Annual General Meeting and is available to members of the public on request.

Key events in the period include:

- Over 500 people attended the launch of West Lothian Cycle Circuit in late May, supported by Event Scotland and the National Lottery Community Fund. We were grateful for the participation from many local community groups/all our partners in the project and gained national news coverage. Since then, we are delighted to see the circuit well used for weekly activity and individual events: the collaboration of cycling clubs has been phenomenal; there have been many cycling races; a weekly junior parkrun; Scottish Cycling and Cycling Academy training and 5k running events where the Scottish 5k record was broken. This is in addition to the wide range of regular club use including athletics/triathlon/skating/cycling/ all ability sports clubs and weekly Women's Hour.
- The EH49 Hub is regularly used by 23+ groups and organisations, with activity taking place ranging from fitness and wellbeing, creative arts and crafts, music groups, language classes, second hand bike sales and more. In addition, we have held several one-off events and hosted 7 artisan markets.
- In January 2024 we recruited our Active Travel team with funding from Paths for All. Planning for the delivery of wide-ranging walking, wheeling and cycling, both on and off the circuit, took place from January to March, developing partnerships with local delivery organisations, and providing opportunities to work with local youth and community groups, schools and communities in surrounding areas.
- The Tool Library continues to grow with an inventory of 372 items (103 new memberships in this period with 966 loans). The Linlithgow Shed regularly has 20 volunteers and monthly Refab sessions continue for those who like to sew, knit, crochet and craft. We launched our repair cafes where 150 items were presented for repair with a 78% success rate. In March 2023 we were awarded funding to launch a Circular Tourism project encouraging local accommodation providers to share and repair.
- Our ever-popular Terracycle recycling project continues to save so much from landfill including an astonishing increase over the year in the collection of blister packs- rising from 1100 to 5600 in a year.

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- Family became part of the Trust. The group encourages local food growing and support each other online with swaps of free gardening equipment, plants and advice, Farmily have also held their annual seed and plant swaps at the hub, met other food growing groups in the town and bought 2 raised beds alongside the St Vincent De Paul group who grow food to supply West Lothian Food Bank.
- Linlith-Go-Solar continues to provide low-cost electricity to 3 sports clubs and support local initiatives with modest surpluses, including sponsoring Burgh Beautiful's climate themed flowerbeds. We held several energy events with all sorts of tips and gadgets to help with energy efficiency. In this year we repaid our first phase community bond holders with interest. Our project continues to be viewed nationally as an amazing example of community energy generation in action.

Board Selection

The Board seeks to maintain a balance of different skills and experience, and representation from as wide a selection of the community as possible.

New volunteers are welcomed as Directors throughout the year.

FINANCIAL REVIEW

The financial position at the end of the current financial year is set out in the Balance Sheet as at 31 March 2024 and the Notes thereto.

Details of income and expenditure during the period are set out in the Income and Expenditure Account with its notes, showing that the amount of funds raised from grants is the trust's principal income. The Board continues to closely monitor costs to enable the charity to continue to operate successfully in achieving its Objectives.

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Statement Of Directors Responsibilities With Regard To Financial Statements

The Charities Accounts (Scotland) Regulations 2006 as amended requires the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit for the trust for that year.

In preparing those financial statements, Directors are required to make suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; and prepare the financial statements on the basis that the trust is a going concern unless it is inappropriate to presume that the trust will continue.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the trust and enable them to ensure that the financial statements comply with the Charities Accounts (Scotland) Regulations 2006 as amended.

They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Basis of Preparation

This report has been prepared in accordance with the special provisions of the Charities SORP (FRS102), the Charities Accounts (Scotland) Regulations 2006 as amended and the Charity and Trustee Investment (Scotland) Act 2005.

Signed on behalf of the Board of Directors

A handwritten signature in black ink, appearing to read "C Racionzer", is written over a horizontal line.

C Racionzer
Chair

2 December 2024

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STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND EXPENDITURE ACCOUNT

	Unrestricted Funds	Restricted Funds	Total Funds to 31 Mar 2024	Total Funds to 31 Mar 2023
	£	£	£	£
Income and endowments from:				
Grants	2,248	121,347	123,595	123,147
Donations and Legacies	4,139	0	4,139	10,270
Income from charitable activities	25,366	0	25,366	10,953
Services	8,333	0	8,333	8,255
	40,086	121,347	161,434	152,625
Investment Income	0	0	0	0
Total Income	40,086	121,347	161,434	152,625
Expenditure				
Donations	170		170	670
Accountancy Fees	800	1,320	2,120	1,440
Consultancy fees	13,381	26,485	39,866	96,587
Other Project expenses	6,205	933	7,138	3,555
Event Costs	177	7,646	7,824	0
Subscriptions and other office costs	3,037	939	3,976	3,052
Utilities	6,533	2,893	9,426	7,687
Marketing and Advertising	418	2,656	3,074	0
Salaries	0	63,633	63,633	43,298
Fundraising expenses	176	796	972	1,009
Motor and Travel	387	1,015	1,402	2,697
Insurance	3,444	2,580	6,024	2,605
Interest and Bank charges	570	0	570	29
Employers Pension Contribution	0	1,057	1,057	692
Depreciation	4,239	0	4,239	4,075
Total Expenditure	39,537	111,953	151,491	167,396
Net Income (deficit)	549	9,394	9,943	(14,771)
Total funds brought forward	28,097	104,562	132,659	147,430
Reallocation	17,359	(17,359)		
Funds carried forward	46,005	96,597	142,602	132,659

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BALANCE SHEET

	Notes	2024 £	2023 £
Fixed Assets	3	70,107	72,531
Current assets			
Debtors	6	2,718	1,008
Cash at bank and in hand		133,097	77,642
		135,816	78,650
Creditors: amounts falling due within one year	4	(44,083)	(1,461)
Net current assets		91,733	77,189
Creditors: amounts falling due after more than one year			
Bond withdrawal	5	(19,238)	(17,061)
Total assets less liabilities		142,602	132,659
Reserves b/fwd		132,659	147,430
Surplus/deficit for the year		9,943	(14,771)
Reserves c/fwd		142,602	132,659
The funds of the charity:			
Unrestricted income funds		46,005	28,097
Restricted income funds	2	96,597	104,562
Total Charity funds		142,602	132,659

For the year ended 31 March 2024 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Directors' Responsibilities:

- 1) The members have not required the company to obtain an audit of its accounts for the period in question in accordance with Section 476.f
- 2) 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 section 44 of the Charities and Trustee Investment (Scotland) Act 2005.

Signed on behalf of the Board of Directors on 2 December 2024

C Racionzer – Chair

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NOTES TO THE FINANCIAL STATEMENTS

1) Accounting Policies

Basis of Accounting

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and the Charities SORP (FRS102), the Charities Accounts (Scotland) Regulations 2006 as amended and the Charity and Trustee Investment (Scotland) Act 2005.

Grants

Government grants received are recognised in the income statement once there is reasonable assurance that the grant will be received and that all conditions attaching to the grant will be complied with.

2) Restricted Funds

	Brought Forward 01/04/23	Transfer to Unrestricted Funds	Income	Expenses	Carry forward 31/03/24
	£		£	£	
LCDT Business and Facilities	44,965		21,952	35,681	31,235
Climate Action - Energy	42,298	17,359			24,939
Community Development	7,334		51,028	51,967	6,395
Circular economy	9,966		12,965	11,411	11,520
Active Travel			35,402	12,894	22,508
Total	104,562	17,359	121,347	111,953	96,597

3) Fixed assets	2024	2023
	£	£
Office equipment	1,651	815
Equipment – solar project	68,456	71,716
4) Creditors: amounts falling due within one-year	2024	2023
	£	£
Creditors:	537	1,461
Accruals:	1,199	-
Staff Pensions	358	-
Deferred Grants	42,329	-

(The deferred grants refer to funding received in year but not used at 31/03/2024)

5) Creditors: amounts falling due over one-year	2024	2023
	£	£
Other creditors:	19,234	17,061
Amounts drawn down at 31 March 2024 from the bond issue, and interest.		

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6) Debtors	2024	2023
	£	£
Debtors	2,718	1,008

7) Company legal structure

The legal form of the Trust was a Company Limited by Guarantee until its conversion to a Scottish Charitable Incorporated Organisation (SCIO) on 17 March 2021.

8) Average number of persons employed

During the year the average number of directors was 11 (2023: 11).

During the year the average number of employees was 8 (2023: 3).

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Independent Examiners' Report to the Board of Linlithgow Community Development Trust

I report on the accounts of LCDT for the period from 1 April 2023 to 31 March 2024 which is set out on pages 5 to 8.

Respective responsibilities of the Council 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 (2005 Act) and the Charities Accounts (Scotland) Regulations 2006 as amended. The trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 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 examiners' statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations as amended. 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 examiners' statement

In the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:

- i. To keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- ii. To prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or
- iii. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Seonaid Anderson

Mrs Seonaid Anderson MA (Hons) CA CTA
Chartered Accountant, 21 West Port, Linlithgow, EH49 7AY

Date: 2 December 2024