Charity number: SC032729

Company number: SC227931

Community Links (South Lanarkshire)

Report of the Trustees and Financial Statements

For the year ended 31 March 2024

## Community Links (South Lanarkshire)

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#### REFERENCE AND ADMINISTRATIVE INFORMATION

Name of charity

Community Links (South Lanarkshire)

Charity registration number

SC032729

Company registration number

SC227931

Principal address

1A Clydeview Shopping Centre

Blantyre G72 0QD

The Trustees and Directors serving during the year and since the year end were as follows:

J Dunn

J Reid

E Horrell

A Shanks

R McKean

C Thompson

**Bankers** 

Royal Bank of Scotland

**Princes Square** EAST KILBRIDE

G74 1LJ

Independent examiner

James Lochery Kilbryde and Co **EK Business Centre** 14 Stroud Road East Kilbride G75 0YA

#### TRUSTEES REPORT

Our report will provide an overview of how we delivered positive outcomes for the communities, groups, and partner agencies we have worked with.

#### **OBJECTIVES AND ACTIVITIES**

#### **Our Roots**

Established in 2002, Community Links (South Lanarkshire) is an independent Lanarkshire-based Community Anchor organisation, has a proven track record and passion for working with, encouraging, and supporting communities to coproduce sustainable and meaningful involvement, participation, and community-owned change.

Community Links (South Lanarkshire) engages and empowers residents within South Lanarkshire to be positive contributors to local decision-making within their communities; to take part in learning and development opportunities - benefiting them, the wider community and building community spirit.

#### Our activities

With twenty-two years' experience, we continue to carry out community development, consultation and engagement, activities for adults, young people and children in the local community - as well as services in marketing, environment, community safety, food poverty, recycled IT equipment provision and climate action activities. These involve:

**Engaging** with communities and involve them in decision-making processes hence re-enforcing the importance of local democracy;

**Increasing** community capacity and involvement utilising Asset Based Community Development, Participatory Budgeting and Co-production;

**Facilitating** community consultations and events, by promoting the Community Planning Partnership objectives to the communities by using innovative methods of communication; supporting the creation of local group networks;

**Encouraging** volunteering opportunities by recruiting, training and supporting local volunteers to deliver services and opportunities for the benefit of their local community;

**Employability** SELECT (Supporting Employment and Learning by Empowering Communities in Technology) by increasing digital access and providing guidance and support; providing IT equipment; enhancing ICT skills; supporting education/training and job opportunities;

**Providing** information / communication to ensure individuals and communities are aware of services and opportunities, using appropriate methods;

**Developing** true and representative community engagement to help shape service delivery in the communities to improve people's quality of life;

**Improving** our commitment to the environment and social responsibility in our communities and workplace by implementing our environmental policy.

#### **OBJECTIVES AND ACTIVITIES (Continued)**

### **Guiding Principles**

The guiding principles adopted by Community Links (South Lanarkshire) in 2002 are those which continue to underpin the organisation with the addition of our Organisational Values which were established in early 2013.

**Independence** - we will work to ensure that we behave and are seen as, an independent organisation, apolitical, and always working in the best interests of our communities.

Facilitation and involvement -we will work to involve our communities and volunteers in wider activities.

Listening and understanding - we will communicate clearly and regularly talk to our communities and partner agencies.

Responsiveness - we will be responsive to the changing policy context and to the needs of our communities.

**Learning** - we will constantly learn about the needs of the area from our successes and failures and from networking with others.

**Partnerships and linkages** - we will work with others to develop and deliver our services and build on making connections with local service providers and the communities.

**Sustainability** - we will work to ensure that the impact of our support makes a difference to the communities and Community Engagement Team/partner agencies, and that the projects can be sustainable.

**Openness and transparency** - we will readily make available information about our services in clear and accessible formats and will ensure that our activities are transparent and enable us to be accountable for our services.

**Professionalism** - we regard a professional approach as essential and will support our volunteers and staff to have the skills and behaviours appropriate to providing quality services.

#### **Our Values**

We are a value-based organisation, and this is reflected in how we deliver our services and interact with the communities we serve. These are:

#### Inclusion

'Recognising and valuing difference'

We appreciate that communities are made up of individuals from different backgrounds – understanding experiences and viewpoints.

#### Commitment

'Dedication to effective community leadership'

We strive to provide a platform for which a community can determine how their lives are shaped.

#### **OBJECTIVES AND ACTIVITIES (Continued)**

#### Respect

'Valuing and recognising every individual'

Taking away from community level and focusing on individuals. Understanding that not everyone fits into a group - a community is made up of individuals.

#### Innovation

'Creative and inspired community engagement'

We always like to be at the forefront of cutting-edge and innovative engagement methods.

#### Vibrance

'Channelling community spirit and passion'

Mirroring and steering the enthusiasm and energy of local volunteers.

#### SIGNIFICANT ACHIEVEMENTS AND PERFORMANCE

Our experience over twenty-two years has demonstrated that communities are responsive to working with an organisation that they know are impartial and independent of the agencies that deliver services in their area. Community Links (South Lanarkshire) works to ensure that their opinions and comments are routed to service providers. We work with and for local people to facilitate community influence on services and decision-making processes. We provide opportunities for communities to actively engage with services to continually improve their own, their families', and their communities' quality of life.

As an anchor community-led organisation, we continue to develop our asset-based community development activities, with safety, kindness and a warm welcome being the ultimate consideration for those who participate. The Local Area Networks for Blantyre, Hamilton and Larkhall continue to meet to share ideas and solutions to challenges. We continue to monitor and evaluate our services with our communities' involvement — developing new well-being, creative, physical and mental health initiatives. Embedded workers achieve this by harnessing people's strengths to establish activities they want — creating a safe space in which the types of positive social interactions above can flourish, creating supportive relationships. Through active involvement, learning, sharing new skills, and volunteering, people also build confidence and self-esteem.

Through our Asset Based Community Development Work and Participatory Budgeting activities, both Neighbourhood Plans, known as Our Place Our Plan (OPOP), for the areas of Hillhouse, Udston & Burnbank and Strutherhill & Birkenshaw have continued to progress, driven forward by enthusiastic working groups.

Our work on Participatory Budgeting networks and activities both locally and nationally continue strategically contributing to Scotland's wider Participatory Budgeting movement and understanding through a number of formal networks and events, whilst using knowledge gained to effectively promote and deliver Participatory Budgeting activities within South Lanarkshire for the benefit of communities.

#### SIGNIFICANT ACHIEVEMENTS AND PERFORMANCE (Continued)

We successfully met all outcomes committed to in our grant agreements with South Lanarkshire Council and the Scottish Government's Investment in Communities Fund. Funding Support from the National Lottery and the Spirit of Lanarkshire Wind Energy Co-operative allowed us to continue our commitment to providing meaningful mitigations to the cost of living crisis, including high energy costs and food poverty, all the while fostering climate awareness. Significantly, 169 families benefitted from the distribution of over 500 fuel energy saving devices, in addition to cooking demonstrations in the use of some of the devices and in the preparation of healthy nutritious cost-saving meals. We continue to provide services, partly as a way to keep in touch with our communities, but always as a way of addressing issues of income inequality

Conversations with local communities led to the establishment of our Slow Cooker/Air Fryer distribution and demonstration projects, thereby reducing the energy use and financial outputs by families and encouraging nutritious healthy eating habits, while also delivering softer outcomes of connecting people and reducing isolation. Our Winter Warmer Event distributed a comprehensive range of winter essentials to local households, making a significant and holistic impact on individuals and families in need.

We continue to provide and to support local community organisations to provide weekly Hubs — where local people have access to social and recreational activities, free food, informal advice, including recycled and energy saving devices and a variety of outreach services. Our SELECT service continued at three local Hubs. Families, lone households and community organisations benefitted from re-distribution of 23 laptops and 15 stand-alone personal computers.

Hamilton Health & Social Care Forum continue to develop and increase their membership and attendance, with Community Links (South Lanarkshire) delivering a Service Level Agreement on behalf of NHS Lanarkshire and the Forum. Towards the end of the year, we enabled East Kilbride Health & Social Care Forum to develop their Service Level Agreement with NHS and encourage further local participation.

Income generation continues with our Community Consultation and Engagement activities: NHS Positive Smoke Free Role Model Project; NHS Quit Your Way Project (both ended 31<sup>st</sup> March 2024).

We appreciate our continued involvement in developing collaborative partnerships, the Third Sector Chief Officer's Group in particular, ensuring third sector views are reflected across Community Planning Partners to strengthen the Public and Third Sector relationships. Our networks continue with partners: South Lanarkshire's Community Engagement Team and other South Lanarkshire Council resources; NHS Lanarkshire; VASLan and other third sector partners.

#### **FINANCIAL REVIEW**

#### **Principal funding sources**

Community Links (South Lanarkshire)'s principal funding sources for the year under review were South Lanarkshire Council's Community Engagement Team; Scottish Government's Investing in Communities; National Lottery- Awards for All; and Spirit of Lanarkshire Wind Energy Co-operative. Self-generated income for service and consultation provision equated to almost 20% of total income.

#### **Future Developments**

It is our belief that our collaborative and co-operative approaches as an Anchor organisation will allow us the capacity to manage the challenges ahead. Community Engagement and Community Development in the first instance, for the capacity to work alongside communities, is a vital process with our Community Planning partners. We aim for a longer-term sustainable core income whilst continuing to deliver on existing work, responding to local priorities.

We will continue to work to attract income from Trusts and other funders. Additional promotional activities will be reviewed and considered to enhance future income generation opportunities. We will deliver engagement services on behalf of Carnwath Community Development Trust.

Health and wellbeing for all members of the team continues to be at the forefront of all our considerations. A Private Health Insurance contract is in place for all members of the team. Consideration of environmental issues in terms of climate change continues in all our activities and will be given priority to recruit local people or local members with an interest in climate action in our community.

#### Reserves policy

Owing to the nature of the operation, funds would generally be retained within, and maintained for individual projects, however the income for each project has been self-generated, the Reserves are held centrally, and have been provided to cover future operational costs.

The free reserves, i.e. those not tied up in fixed assets nor relating to restricted funds, as at 31st March 2024, amounted to £149,444. These reserves are in line with the policy of maintaining a minimum of six months' running costs including potential statutory redundancy payments.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### **Governing Document**

The charitable company is controlled by its governing document, it's Articles of Association, and constitutes a company, limited by guarantee, as defined by the Companies Act 2006.

The principal activity of the charitable company in the year under review was that of organisational and administrative support to the communities in South Lanarkshire to include promotion of community participation utilising: the Asset Based Community Development Approach; Delivery of SELECT Project; undertaking local consultation and the provision of appropriate services for income generation to support the sustainability of the organisation. Most of the work carried out focuses on the data zones which fall into the lowest 5 - 15% as identified by the Scottish Index of Multiple Deprivation (SIMD 2020).

#### **Organisational Structure**

The organisational structure is made up of 6 Directors who are volunteer community representatives. This ensures that board decisions are community driven. During the year to 31<sup>st</sup> March 2024, the charitable company employed 7 staff made up as follows:

- 1 Chief Officer
- 3 Officers (Business and Development Support)
- 1 Community Development Officer
- 2 Community Development Workers

Community Links (South Lanarkshire) is an accredited real Living Wage employer who voluntarily signed up to ensure their employees and any subcontracted staff can earn a wage which is enough to live on.

#### **Wider Network**

Community Links (South Lanarkshire)'s core funding is from South Lanarkshire Council's Community Engagement Team. The continued support received from our funders and partners is very much appreciated.

Community Links (South Lanarkshire) are members of SCVO (The Scottish Council for Voluntary Organisations) and VASLan (Voluntary Action South Lanarkshire), both organisations provide support, training, networking and opportunities for Community Links (South Lanarkshire) to contribute to the Scottish voluntary sector at local and national level.

### **Related parties**

The Board of Directors comprise of volunteer Community Representatives.

## STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

#### Risk management

The trustees have a duty to identify and review the risks to which the charitable company is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Community Links (South Lanarkshire) constantly review their policies and procedures; practices Impact Assessment policies; and is a member of Information of Commissioners Office (ICO).

#### Recruitment and appointment of trustees

No trustees were appointed during our reporting financial year.

#### **Induction and training of Trustees**

Training is made available for the Directors on a group or individual basis. Where training is identified, records are maintained within the office electronic systems.

Morag Finion 03 July 2024

Secretary

# Community Links (South Lanarkshire) Independent Examiners Report to the Trustees For the year ended 31 March 2024

I report on the accounts of the charitable company for the year ended 31 March 2024, which comprise the Statement of Financial Activities, the Statement of Financial Position and the related notes.

#### Respective responsibilities of trustees and examiner

The charitable company's trustees, who are also Directors for the purposes of company law, 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 charitable company's 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 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 charitable company 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:

03 July 2024

- 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.

James Lochery ECCA

Kilbryde Accounting and Taxation Services Ltd

EK Business Centre 14 Stroud Road East Kilbride G75 0YA

# Community Links (South Lanarkshire) Statement of Financial Activities (including Income and Expenditure Account) For the year ended 31 March 2024

	Notes	Unrestricted	Restricted		
		funds	funds	2024	2023
		£	£	£	£
Income:					
Donations and Grants	2	64,037	251,137	315,174	240,438
Investments	3	1,305		1,305	510
	:	65,342	251,137	316,479	240,948
Expenditure:					
Charitable activities	4	(58,458)	(251, 137)	(309,595)	(263,648)
		(58,458)	(251,137)	(309,595)	(263,648)
Net Income/Expenditure:		6,884		6,884	(22,700)
Reconciliation of funds:					
Total funds brought forward				142,560	165,260
Total funds carried forward	12	6,884	**	149,444	142,560

# Community Links (South Lanarkshire) Statement of Financial Position For the year ended 31 March 2024

	Notes		2024	2023
			£	£
Fixed assets				
Tangible Assets	9			
Current assets				
Debtors	10		18,377	28,473
Cash at bank and in hand			164,516	188,541
			182,893	217,014
Creditors: amounts falling due within	11	·	(33,449)	(74,454)
one year Net current assets		•	149,444	142,560
Total assets less current liabilities			149,444	142,560
Net assets		,	149,444	142,560
Funds of the charity				
Restricted funds	12		-	-
Unrestricted funds	12		149,444	142,560
Total Funds		,	149,444	142,560

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

The members have not required the charitable company to obtain an audit of its Financial Statements for the year in question in accordance with section 476.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of Financial Statements. These Financial Statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The Financial Statements were approved and authorised for issue by the Board and signed on its behalf by:

blie tony, 03 July 2024

TDunn Trustee

### **ACCOUNTING POLICIES**

#### **Basis of Accounting**

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

Community Links (South Lanarkshire) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### **Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

#### **Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributable to particular headings, they have been allocated to activities on a basis consistent with the use of resources. The charity is not registered for VAT and therefore all expenditure is shown gross.

#### **Tangible Fixed Assets**

The charity operates a policy of capitalising tangible fixed assets that have an original cost exceeding £5,000. Any assets with a value lower than £5,000, are expensed through the Statement of Financial Activities.

When applicable, depreciation is provided at the following annual rates in order to write off the assets over their estimated useful lives.

Office Equipment 25% straight line.

#### **Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Directors.

Restricted Funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

## 2. Income from donations and grants

	Unrestricted funds	Restricted funds	2024	2023
	£	£	£	£
Income generation	64,037		64,037	59,427
Grants received		251,137	251,137	181,011
	64,037	251,137	315,174	240,438

### 3. Investment Income

	2024	2023
	£	£
Unrestricted funds		
Bank interest receivable	1,305	510

### 4. Expenditure

	Unrestricted funds £	Restricted funds £	2024 £	2023 £
Charitable activities	37,142	237,765	274,907	235,395
Support Costs	21,316	13,372	34,688	28,253
	58,458	251,137	309,595	263,648

## 5. Analysis of support costs

	2024	2023
	£	£
Travel and Incidental	2,998	2,804
Director Expenses	112	93
Office Expenses	22,131	17,660
Premise Costs	7,270	3,543
Bank Charges	92	83
Governance Costs	2,085	4,070
	34,688	28,253
	,	
6. Net income for the year		
	2024	2022
Stated after charging:	2024	2023
	£	£
Depreciation of owned assets	_	MAP
Accountancy fees	2,045	2,561
Staff pension contributions	11,492	12,265
Stail pension contributions	11,70	12,200
7. Staff costs and emoluments		
	2024	2023
	£	£
Salaries and wages	216,595	178,232
National Insurance Costs	16,039	15,596
Pension costs	11,492	12,265
	244,126	206,093

## 8. Comparative for the Statement of Financial Activities

	Unrestricted funds £	Restricted Funds £	2023 £
Income and endowments from:			
Grants	59,427	181,011	240,438
Investments	510	, <u>-</u>	510
Total	59,937	181,011	240,948
Expenditure on:			
Charitable Activities	(82,637)	(181,011)	(263,648)
Net income/expenditure	(22,700)	-	(22,700)
Reconciliation of funds			
Total funds brought forward	165,260	_	165,260
Total funds carried forward	142,560	***	142,560
9. Tangible fixed assets		Plant and	d Machinery £
Cost or valuation			
as at 1 April 2023 and 31 March 2024			17,562
Depreciation as at 1 April 2023 and 31 March 2024			17,562
Net book values at 31 March 2024			-
at 31 March 2023			-

	2024	2023
	£	£
Amounts due within one year:		
Trade debtors	1,584	5,136
Prepayments and accrued income	-	-
Other debtors	16,793	23,337
	18,377	28,473
11. Creditors		
	2024	2023
	£	£
Amounts due within one year:		
Trade creditors	-	**
Other creditors	9,529	4,829
Accruals and deferred income	23,920	69,625
	33,449	74,454

Creditors: Amounts falling due within one year includes an adjustment for Deferred Income, relating to sums received before the year end, restricted to activities to take place in subsequent years, as follows:

Carnwath Community Council

£23,920

### 12. Movement in funds

Unrestricted Funds	Balance as at 01.04.23	Incoming Resources £	Outgoing Resources £	Balance as at 31.03.24 £
General	142,560	65,342	(58,458)	149,444
	142,560	65,342	(58,458)	149,444
Unrestricted Funds - previous year	Balance as at 01.04.22 £	Incoming Resources £	Outgoing Resources £	Balance as at 31.03.23
General	165,260	59,937	(82,637)	142,560
- -	165,260	59,937	(82,637)	142,560
Restricted Funds	Balance as at 01.04.23 £	Incoming Resources £	Outgoing Resources £	Balance as at 31.03.24 £
Scottish Government Investing In Communities SLC Community Engagement Team Awards for All (National Lottery) NHS Lanarkshire (HHSCF) SOLWEC	- - - -	114,951 110,896 9,011 7,450 8,829	(114,951) (110,896) (9,011) (7,450) (8,829)	- - - -
<b>"</b>	-	251,137	(251,137)	-

## 12. Movement in funds (continued)

Restricted Funds - previous year	Balance as at 01.04.22 £	Incoming Resources £	Outgoing Resources £	Balance as at 31.03.23 £
SLC Community Engagement Team	-	110,896	(110,896)	-
Awards for All (National Lottery)	-	491	(491)	-
SOLWEC		239	(239)	-
NHS Lanarkshire (HHSCF)	-	9,180	(9,180)	-
SCVO	-	501	(501)	-
SLC Community Choices	-	11,400	(11,400)	-
Community Health and Wellbeing		48,304	(48,304)	-
	_	181,011	(181,011)	

### 13. Analysis of net assets between funds

	Tangible fixed assets £	Net current assets/(liabilities) £	Net assets £
Unrestricted	-	149,444	149,444
Restricted	_		-
		149,444	149,444

## Analysis of net assets between funds - previous year

	langible fixed assets £	Net current assets/(liabilities) £	Net assets £
Unrestricted	_	142,560	142,560
Restricted		142,560	142,560

# Community Links (South Lanarkshire) Detailed Statement of Financial Activities For the year ended 31 March 2024

Magaza	2024	2023
INCOME	£	£
Grants and income generation		
Income Generation	64,037	59,427
Grants	251,137	181,011
	315,174	240,438
Investment		
Bank interest receivable	1,305	510
Total Incoming Resources	316,479	240,948
EXPENDITURE		
Costs of generating voluntary income	274,907	235,395
Charitable Activities		
Travel and Incidental	2,998	2,804
Director Expenses	112	93
Office Expenses	22,131	17,661
Premise Costs	7,270	3,543
Bank Charges	92	83
Governance Costs	2,085	4,069
Total Outgoing Resources	309,595	263,648
Net Surplus/(Deficit)	6,884	(22,700)