



Smile Scotland SCIO

Scottish Charity No – SC044981

Annual Report and Financial Statements

For the year ended 31 March 2015



Trustees' Annual Report For the year ended 31 March 2015

The trustees have pleasure in presenting their report together with the financial statements for the year ended 31 March 2015.

Reference and Administrative Information

Charity name

Smile Scotland (SCIO)

Charity no

SC044981

Address

171 Hardgate, Aberdeen. AB11 6YB

Current Trustees

Angela Allan	Chair
Billy Buchan	Secretary appointed 30/07/14
Irene Milne	Treasurer
Clive Hampshire	
John Weatheritt	appointed 18/08/14

Structure, Governance and Management Constitution

Smile Scotland really felt like it had started in July 2014 with OSCR granting us charitable status. The Charity is a Scottish Charitable Incorporated Organisation (a SCIO). Although Irene Milne, Clive Hampshire and I had begun 'putting the world to rights' (or filling in application forms) back in August 2013.

The charity has a single tier structure and as such the trustees are the members of the charity.

The board, which currently meets as and when required, are the charity's trustees. Trustees are elected at the annual general meeting which will be held in October. There must be a minimum of three and a maximum of eight trustees.

Objectives and Activities

Charitable purposes

We will empower people in Scotland with the skills, knowledge, confidence and experience to overcome the barriers that they face when getting into, or sustaining employment. We are doing this in order that they can avoid living in poverty and can sustain positive mental and physical health and well-being. Through education and training, discriminating factors such as mental ill-health; physical ill-health and disability; additional learning and support needs; criminal backgrounds; and homelessness will be overcome.

Activities

Education

Understanding all aspects of the workplace, including Health & Safety.



Understanding the needs and expectations of employers, colleagues, customers and self.

Recognising barriers to employment and how to overcome them in order to sustain employment.

Making use of positive, solution-focussed approaches with short, medium and long term goal setting and achieving.

Writing CV's and application forms.

Preparing and practicing for interviews.

Training

Customer Services – appearance, manner and implementation of our values in all areas of work experience.

Building on-the-job knowledge, skills, experience and confidence in one or more areas of interest:

Procurement – Buying on-line, at auction, and face to face at various venues.

Deliveries – van driving, collection and delivery of goods, manual handling.

Furniture restoration – clean, restore and polish household goods, glassware, furniture and antiques.

Retail – pricing, merchandising, customer care and awareness, sales and end of day reconciliation, and delivery arrangement.

Support

Advice and guidance, and empathy from a member of staff at all times when in Education, Training and employment.

Follow up assistance once in employment to ensure sustainability, for as long as is required.

Achievements and Performance

Clients

To date we have directly supported 31 adults within our charity.

13 adults have come to us through Aberdeen City Council Unpaid Work Team, they have worked through Fiscal Work Orders which support diversion from prosecution and enable adults to sustain employment by avoiding a criminal record. 1 adult took the opportunity to study Core Skills units in Working with Others and Problem Solving. Another uses some of the time with us to study for a college HND.

We supported 1 adult to engage in a Work Placement with us while completing a prison sentence at HMP&YIO Grampian.

Through Aberdeenshire Council Employability Team we support 1 adult with mental health issues to sustain a work placement with us. He currently struggles to sustain employment.

We have supported 7 adults from the Aberdeen City Council Unpaid work team, providing them with an opportunity to complete Community Payback Orders, and an additional 9 who were able to support us during flooding and fulfil some of the hours in their Orders.

New Volunteers

We very quickly gained two additional Trustees, Billy and John, both contributing skills and knowledge that we had lacked to begin with. Within months of the shop

opening Helen became a regular weekly volunteer, supporting us on our busiest day with cleaning and preparing the shop floor.

Premises

After a false start, and with support from Ryden commercial property agents, 171 Hardgate was secured. Originally a car sales garage, it was an unusual setting for an Antiques, pre-loved furniture and curios shop. However, with a fantastic floor space, good office and volunteer / client work / preparation area, and affordable rent it was a great place to start out.

The freezing cold winter and very wet summer have been very challenging. Limiting the number of customers we've had through the doors. I don't think Irene's skin saw through the thermal layers for months! However, the quiet setting has given us a slow and steady start, where we have been able to focus on developing the skills of our clients without feeling under resourced.

The development of an on-line presence, through a website, Facebook and Twitter, has been of benefit to partner agencies to find out more about us before referring clients, and for self-referrals and customers.

Financial review

Our main source of funding is through shop sales, with a small amount being raised in donations.

Four unsuccessful funding applications were made across the year, however we will continue to apply for funds. The main aim of securing funds is to purchase a delivery van, and provide travel expenses to those who require it.

Plans for future period

In the very near future we aim to move premises. The aim of the move is to increase the footfall in the shop. There are two motivations for this, the primary one is to increase the workload to enable us to take on more clients. Secondly, to increase our income in order to employ additional staff who have the skills we require to support, develop and tutor our clients. Ideally we would aim to develop a coffee shop in order to expand the range of experiences we can offer to our clients. We would also hope that new premises are more conducive to developing Storm as a Therapy Dog for our clients.

Acknowledgements

Big thanks must go to Trustees Irene and Clive, without them both this charity would not have begun, or thrived as quickly as it has. Thanks to Trustees John and Billy for ICT and admin that would just not have happened without them. Finally, our thanks to everyone who provided donations, support and advice in particular to Bill from Ryden, Sandy Stephens for heating and our solicitor Kirsty Knowles .

Angela Allan
Chair of the Board of Trustees

Statement of Receipts and Payments for the year ended 31 March 2015

	Unrestricted Funds	Year ended 31/03/2015
Receipts		
Donations	2610	2610
Receipts from charitable Activities		
- Shop sales	24903	24903
- Auction Sales	151	151
- Rent Income	3225	3225
- Commission received	531	531
Gift Aid	1714	1714
Total receipts	<u>33134</u>	<u>33134</u>
Payments		
Cost of charitable activities	28244	28244
Purchase of equipment	52	52
Total payments	<u>28296</u>	<u>28296</u>
Surplus/(Deficit) for the year	4838	4838
Surplus/(Deficit) for the year	<u>4838</u>	<u>4838</u>

Statement of Balances - As at 31 March 2015

	Unrestricted Funds	Total 2015
Opening cash at bank and in hand	-	-
Surplus/(Deficit) for the year	4838	4838
Closing cash at bank and in hand	<u>4838</u>	<u>4838</u>
Bank and Cash Balances		
Business current account	4738	4738
Till float	100	100
	<u>4838</u>	<u>4838</u>
Other assets		
Shop stock	3766	3766
	<u>3766</u>	<u>3766</u>
Liabilities		
PAYE	609	609
	<u>609</u>	<u>609</u>

Notes to the accounts - for the year ended 31 March 2015

1 Basis of accounting

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

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

During the year the charity received unrestricted donations of £2,610.

3 Related party transactions

One Trustee is paid as a part time member of staff. No other remuneration was paid to the trustees or any connected persons during the year.

4 Cost of charitable activities

	Unrestricted Funds	Total 2015
Staff costs	2246	2246
Rent, rates, heat & Light	7397	7397
Telephone & Internet	360	360
Travel & Transport	271	271
Credit Card Processing Fees	367	367
General shop stock	16396	16396
Advertising	400	400
Subscriptions	76	76
Shop Costs	217	217
Stationery & Postage	59	59
Miscellaneous Costs	455	455
	28244	28244

Smile Scotland SCIO

Independent Examiner's Report Year ended 31/03/2015

Independent Examiner's Report to the Trustees of Smile Scotland SCIO

I report on the financial statements of the Smile Scotland SCIO ("the charity") for the year ended 31/03/2015 which are set out on pages 1 to 5.

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 & 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 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 the 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:
 - (a) to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
 - (b) to prepare accounts which agree 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: 5th November, 2015

Name: Mrs Elaine B McLennan MCIBS, MIAB

Relevant professional qualifications or body: Member of the Chartered Institute of Bankers in Scotland, Member of the International Association of Book-keepers

Address: 25 Hopecroft Drive, Bucksburn, Aberdeen, AB21 9RJ