

mmg
Company Registration No SC228491

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee

REPORT AND FINANCIAL STATEMENTS

for the year ended

31 March 2016

Scottish Charity Number SC028820

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Index to the Financial Statements
for the year ended 31 March 2016

	Page
Report of the Directors	2 – 8
Report of the Independent Examiner	9
Statement of Financial Activities	10
Balance Sheet	11
Statement of Cash Flows	12
Notes to the Accounts	13 - 18

MAXWELLTOWN INFORMATION CENTRE

**A company limited by guarantee
Company Registration No SC228491**

Report of the Directors for the year ended 31 March 2016

The directors present the annual report and accounts for Maxwelltown Information Centre for the year ended 31 March 2016. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's Memorandum and Articles of Association, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2016 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland published on 16 July 2014.

OBJECTIVES AND ACTIVITIES

Mission Statement

Maxwelltown Information Centre is dedicated to promoting empowerment of people across Dundee City, improving their conditions of life and making a significant difference to their welfare.

Strategic Outcomes

- a) Practical support to individuals suffering from poverty and exclusion.
- b) Advice and information to all communities in particular special recognition to minority ethnic communities.
- c) Improved uptake of services through the Centre.
- d) Reduced feelings of social exclusion and isolation by involving residents in meaningful activity.
- e) Reduction of unemployment.
- f) Increased skill levels of the population looking for work.

Principal Funding Sources

The company's principal source of funding is currently by way of grants received.

Activities Undertaken in Year

Community Development

Weekly job clubs, IT4 work and online learning classes. Access to professional legal, welfare rights and money advice.

Arts & crafts groups and support groups focusing on health, wellbeing and social inclusion.

Support volunteers to gain skills and provide socialising opportunities for isolated individuals.

We host a weekly English as a second language group run by Mitchell Street Adult Education. Individuals attending the class receive support with their language learning whilst also accessing the garden each week.

Youth Work

Provide support and resources to each of our four local primary schools that visit the garden daily to manage their allocated plots, raised bed and take part in wildlife activities.

Provide a holiday garden club throughout the school holidays, 10am-3pm participating in physical activities, healthy eating, gardening and wildlife activities.

All the youth clubs and afterschool clubs access the garden and have support and resources to grow their own fruit and vegetables.

Weekly youth clubs for 5-18 year olds and after school clubs.

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Report of the Directors (cont)
for the year ended 31 March 2016

Activities Undertaken in Year (cont)

Community Growing Space

Eleven allotments and over 20 raised beds allocated to community groups that use the centre and local individuals keen to grow their own produce. Provide support and resources to allow groups to develop the knowledge, ability and confidence to grow their own produce.

Run learning based workshops for local people based on self-produced seasonal food and cutting food waste.

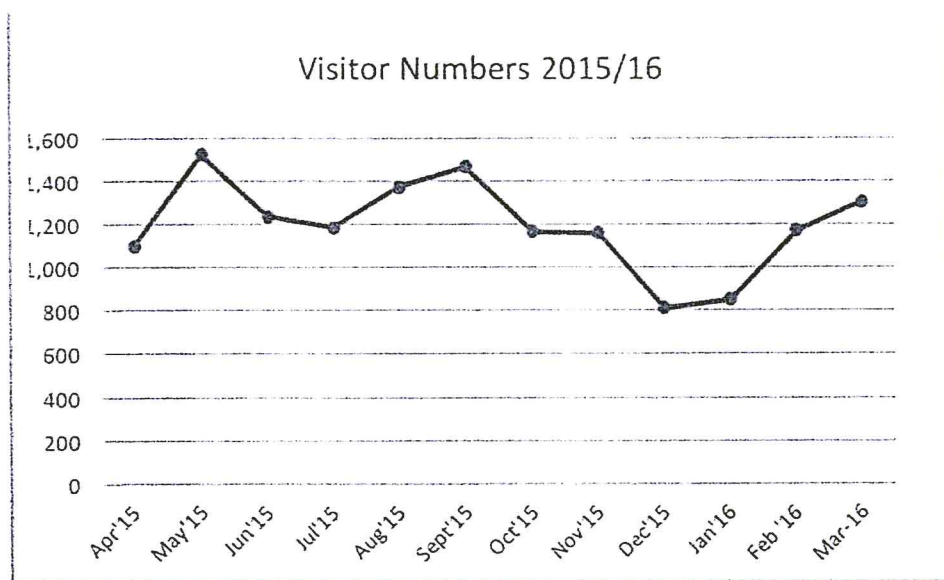
Run composting workshops with follow up support from volunteers and staff.

Provide all members of the community visiting the centre for a referral to a local foodbank with fresh seasonal vegetables and fruit if available and ongoing open access to the community garden and its produce.

Run activities that encourage the benefits of intergenerational interaction with our garden club members, youth groups and the local sheltered housing complexes.

Attendance Statistics

The centre continues to be well used by a large proportion of the local community, with many regular users from a wide range of demographics.



Visitor numbers peaked in May when the centre was used as the local polling station, and fell during December and January when we were closed for two weeks. We have maintained an average monthly attendance of 1194.

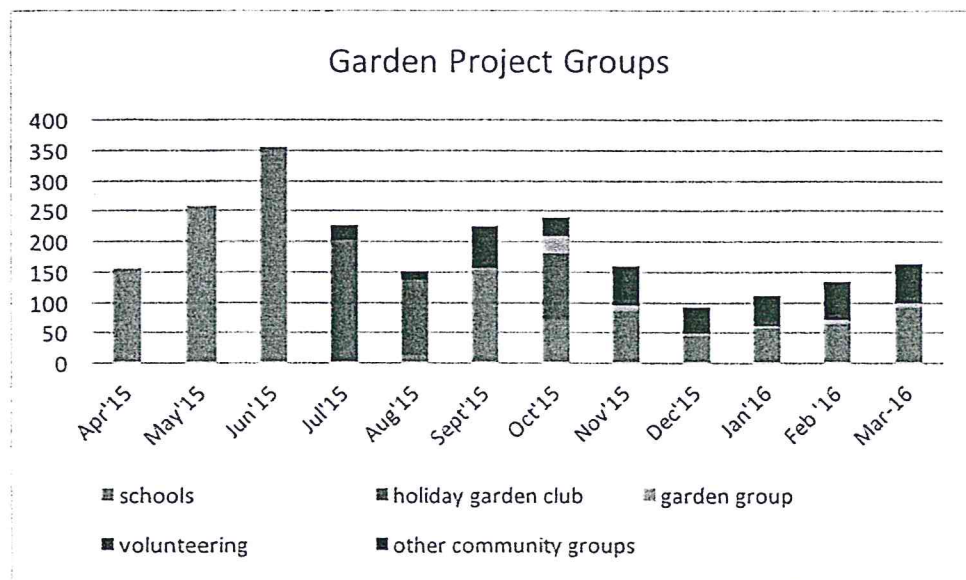
MAXWELLTOWN INFORMATION CENTRE

A company limited by guarantee
Company Registration No SC228491

Report of the Directors (cont) for the year ended 31 March 2016

Activities Undertaken in Year (cont)

Attendance Statistics



All our plots were allocated and being actively used, also additional growing space has been developed wherever possible to meet demand.

Our four local primary schools each visit weekly. Our other groups and individuals who have growing space in the garden maintain their plots, with support from staff whenever this is required. Many individuals who use the garden have no personal growing space, others lack knowledge and experience of gardening. Working in the garden has allowed a large number of our community members, from children to the elderly, to enjoy green space, produce their own fruit and vegetables, and engage in outdoor learning and exercise.

ACHIEVEMENTS AND PERFORMANCE

The MAXwell Centre's work in the community has been externally recognised in 2015/16 through the presentation of three awards.

1. SURF Award: Best Practice in Community Regeneration Infrastructure and Social Benefits

Surf Awards are intended to:

- Recognise and reward best practice and innovation in community regeneration.
- Promote and disseminate best practice across Scotland as means of sharing knowledge and experience, and thereby enhancing future policy and practice
- Highlight the role that regeneration projects have in improving the wellbeing of individuals and communities.

We were particularly proud of winning this award, as the Commonwealth Games Athletes' Village in Glasgow was one of the other finalists.

MAXWELLTOWN INFORMATION CENTRE

A company limited by guarantee
Company Registration No SC228491

Report of the Directors (cont) for the year ended 31 March 2016

ACHIEVEMENTS AND PERFORMANCE (cont)

2. It's Your Neighbourhood/Keep Scotland Beautiful Award for 'Thriving'

Run in association with the RHS, this community environmental improvement campaign awarded us for the way in which we have transformed the derelict builders' yard behind the centre into a beautiful and productive community resource.

3. Idox Innovation Award: Highly Commended in Innovation in Supporting Children and Young People

This award aims to showcase projects that have demonstrated a creative and forward-thinking approach to improving the life of communities. We won for our work with local children and young people.

As always we continue to provide a variety of services through our partnerships with other agencies and visitor numbers continue to grow. Our staff and volunteers are a credit to the Centre showing commitment and reliability – precious commodities in this day and age. The Board is incredibly grateful and thanks them all. We must also thank those that have given freely of their help S & D Property Maintenance, Dundee Urban Orchard and Skill Share who once again all donated help in a tangible and meaningful way.

Our volunteers worked a total of 816 hours between September 2015-March 2016, with an average of 9 hours a day worked in the centre and in the garden project. This represents a huge investment of time by volunteers, and facilitates a wide range of activities within the centre. Thank you - Charlene Mitchell; Beth Curzon; Kris Stevenson; Kate Treharne; Eric Lynn; Meena Sharma; Laura Glass; Stuart Mann; Jennifer Brown; Richard Docherty; Philip Washbourne; Marnie Faulkner; Tony Duffy; Wendy McCartney; Summer Mercer; and David Lampard

And so to funding: Our sincere thanks to those organisation's supporting our efforts to serve the community in such a meaningful and well received way: - The Scottish Government and their Climate Challenge Fund; The Robertson Trust; Dundee Partnership; Peoples Postcode Trust; The Rank Foundation; The Community Innovation Trust; Awards for All; John Sharp and The Peoples Health Trust. We are grateful and delighted to have worked so closely with them all.

FINANCIAL REVIEW

The company has made a net surplus of £32,768 for the year and the total of accumulated funds at 31 March 2016 is £56,710.

Risk Management

The board is responsible for the management of the risks faced by the company. Risks are identified, assessed and controls established throughout the year. A formal review of the company's risk management processes is undertaken on an annual basis.

Through the risk management processes established for the company, the board is satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

MAXWELLTOWN INFORMATION CENTRE

**A company limited by guarantee
Company Registration No SC228491**

Report of the Directors (cont) for the year ended 31 March 2016

Reserve Policy

Unrestricted funds are needed:

- a) to provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice and
- b) to cover administration fund-raising and support costs without which the charity could not function.

The board consider it prudent that unrestricted reserves should be sufficient:

- a) to avoid the necessity of realising fixed assets held for the charity's use
- b) to cover one year's administration, fund-raising and support costs.

The level of reserves is monitored and reviewed by the board several times a year. The unrestricted reserves, including designated funds are £29,325 (2015 - £20,013) and have more than achieved the requirements set out above. The Charity held £27,385 (2015 - £3,929) of restricted funds.

Plans for Future Periods

For the first time in many years our preparedness for future projects is at its absolute height. With some luck and a following wind, we anticipate a great year for the Maxwell Centre in its vital role within the City of Dundee.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Maxwelltown Information Centre is a company limited by guarantee having no share capital and is governed by a Memorandum and Articles of Association. The company incorporated on 25 February 2002 and commenced business as a limited company from 1 April 2002. The centre is registered as a charity in Scotland.

Recruitment and Appointment of Directors

Under the requirements of the Memorandum and Articles of Association Section 44 (a) any Member Director who was appointed by the directors (under article 42) in the period from the date of the last annual general meeting shall retire from office and (b) out of the remaining Member Directors, all directors who have been longest in office since they were last appointed or re-appointed shall retire from office.

Directors Induction and Training Policy

New board members undergo an orientation day to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan, and recent financial performance of the charity. During the induction day they meet key employees and other board members. Board members are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational Structure

The company has a board of directors who meet regularly and are responsible for the strategic direction and policy of the charity.

A scheme of delegation is in place and the day-to-day responsibility for the provision of services rests with the Project Manager along with the staff team.

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Report of the Directors (cont)
for the year ended 31 March 2016

REFERENCE AND ADMINISTRATIVE INFORMATION

DIRECTORS:	Murray R Webster Iain L Waghorn Nicola H Dobson Mohammed J Uddin Jerry Taylor-Horn
SECRETARY:	Blackadders LLP, Solicitors
PROJECT MANAGER:	Alison Goodfellow
REGISTERED OFFICE:	30/34 Reform Street Dundee DD1 1RJ
COMPANY NUMBER:	SC 228491
CHARITY NUMBER:	SC 028820
INDEPENDENT EXAMINER:	Graeme Loudon CA MMG Archbold CA Chapelshade House 78 – 84 Bell Street Dundee DD1 1RQ
BANKERS:	The Co-operative Bank P O Box 101 1 Balloon Street Manchester M60 4EP
SOLICITORS:	Blackadders LLP, Solicitors 30/34 Reform Street Dundee DD1 1RJ

MAXWELLTOWN INFORMATION CENTRE

**A company limited by guarantee
Company Registration No SC228491**

**Report of the Directors (cont)
for the year ended 31 March 2016**

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The charity trustees (who are also the directors of Maxwelltown Information Centre Limited for the purposes of Company Law) are responsible for preparing the directors' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Policies).

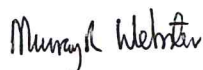
Company Law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that year. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principals 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 accounts; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The board is responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

This report was approved by the Board of Directors on 19 July 2016 and signed on its behalf by



Murray Webster – Director



Nicola Dobson – Director

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Independent Examiner's Report to the Board of Directors of
Maxwelltown Information Centre

I report on the financial statements of Maxwelltown Information Centre for the year ended 31 March 2016 as set out on pages 10 to 18.

Respective responsibilities of Board of Directors and Independent Examiner

The Board of Directors is 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 (as amended). The Board of Directors considers that the audit requirement of Regulation 10(1)(a) to (c) of the 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 Charities Accounts (Scotland) Regulations 2006 (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 explanation from the Board of Directors 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 Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.


Graeme Loudon MA CA
MMG Archbold
Chartered Accountants
Chapelshade House
78 – 84 Bell Street
Dundee
DD1 1RQ

20 July 2016

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Statement of financial activities
for the year ended 31 March 2016

		2016 Unrestricted Funds £	2016 Restricted Funds £	2016 Total Funds £	2015 Total Funds £
Income and endowments from:					
Donations and legacies	1	15,396	135,261	150,657	131,594
Other trading activities	2	14,077	-	14,077	11,531
Investment income	3	<u>69</u>	<u>-</u>	<u>69</u>	<u>36</u>
Total income		<u>29,542</u>	<u>135,261</u>	<u>164,803</u>	<u>143,161</u>
Expenditure on:					
Charitable activities	4	<u>20,561</u>	<u>111,474</u>	<u>132,035</u>	<u>149,515</u>
Total expenditure		<u>20,561</u>	<u>111,474</u>	<u>132,035</u>	<u>149,515</u>
Net income / (expenditure)		8,981	23,787	32,768	(6,354)
Transfer between funds		<u>331</u>	<u>(331)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>9,312</u>	<u>23,456</u>	<u>32,768</u>	<u>(6,354)</u>
Reconciliation of funds:					
Total funds brought forward	11	<u>20,013</u>	<u>3,929</u>	<u>23,942</u>	<u>30,296</u>
Total funds carried forward	11	<u>29,325</u>	<u>27,385</u>	<u>56,710</u>	<u>23,942</u>

CONTINUING OPERATIONS

None of the company's activities were acquired or discontinued during the current and previous years.

TOTAL RECOGNISED GAINS AND LOSSES

The company has no recognised gains or losses other than the deficit for the current year and surplus for the previous year.

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Balance Sheet
as at 31 March 2016

	Note	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £	Prior Year 2015 £
Fixed Assets:					
Tangible fixed assets	8	-	-	-	3,018
Current Assets:	9				
Debtors		1,195	5,836	7,031	9,665
Cash at bank and in hand		<u>31,503</u>	<u>24,505</u>	<u>56,008</u>	<u>14,730</u>
Total current assets		<u>32,698</u>	<u>30,341</u>	<u>63,039</u>	<u>24,395</u>
Current Liabilities:					
Falling due within one year	10	<u>(3,373)</u>	<u>(2,956)</u>	<u>(6,329)</u>	<u>(3,471)</u>
Net Current Assets		<u>29,325</u>	<u>27,385</u>	<u>56,710</u>	<u>20,924</u>
Net Assets		<u>29,325</u>	<u>27,385</u>	<u>56,710</u>	<u>23,942</u>
Funds of the charity:					
Unrestricted Funds:					
General Funds	11			29,325	20,013
Restricted Funds	11			<u>27,385</u>	<u>3,929</u>
Total Charity Funds				<u>56,710</u>	<u>23,942</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- Ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006, and
- Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The accounts were approved by the Board on 19 July 2016 and signed on their behalf by:


Murray Webster – Director


Nicola Dobson – Director

The notes on pages 13 to 18 form part of these accounts

MAXWELLTOWN INFORMATION CENTRE LIMITED
(a company limited by guarantee)
Company Registration No SC228491

Statement of Cash Flows
for the year ended 31 March 2016

	Note	2016 Total Funds £	2015 Total Funds £
Net cash used in operating activities	14	41,209	3,991
Cash flows from investing activities			
Interest received		<u>69</u>	<u>36</u>
Change in cash and cash equivalents in the year		41,278	4,027
Cash and cash equivalents brought forward		<u>14,730</u>	<u>10,703</u>
Cash and cash equivalents carried forward		<u>56,008</u>	<u>14,730</u>

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Notes to the Accounts
for the year ended 31 March 2016

Accounting policies

The following accounting policies have been applied consistently in the current and preceding year in dealing with items which are considered material in relation to the charity's accounts.

Basis of preparation

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2016.

Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required. In accordance with the requirements of FRS 102 a reconciliation of opening balances and net income/(expenditure) for the year is provided with the net income/(expenditure) under previous GAAP adjusted for the presentation of investment gains/(losses) as a component of reported income. No restatements were required.

Fund accounting

Funds are classified as either restricted, endowment or unrestricted funds, defined as follows:

Restricted funds are funds subject to specific requirements as to their use, which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity.

Endowment funds are funds given on the condition that the original capital sum is not reduced, but that the income therefrom is used for the purpose defined in accordance with the objects of the charity.

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the trustees' discretion to apply the fund.

Incoming resources

Grant income is recognised when the charity has the entitlement to funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Resources expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Leasehold improvements	- over the term of the lease
Equipment	- over 4 years (25%)

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Notes to the Accounts (cont)
for the year ended 31 March 2016

Accounting policies (cont)

Pensions

The company makes contributions into personal pension plans for employees. The contributions are charged to the income and expenditure account in the period in which they are made.

Taxation

Maxwelltown Information Centre Limited is recognised as a charity for the purposes of applicable taxation legislation and is not, therefore, subject to taxation on its charitable activities. The charity is not registered for VAT and resources expended therefore include irrecoverable input VAT.

1. Donations and legacies	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £	Total Funds 2015 £
Grants				
Peoples Postcode Lottery	-	10,000	10,000	10,000
Climate Challenge Fund	-	17,272	17,272	97,968
Dundee Partnership	-	23,195	23,195	8,171
Awards for All	-	9,861	9,861	-
Community Innovations	-	19,783	19,783	-
John Sharp	-	2,400	2,400	-
Rank Foundation	-	25,000	25,000	-
Peoples Health Trust	-	27,750	27,750	-
NHS Tayside	-	-	-	291
	<u>-</u>	<u>135,261</u>	<u>135,261</u>	<u>116,430</u>
Donations				
The Robertson Trust	14,500	-	14,500	14,500
Other donations	896	-	896	646
	<u>15,396</u>	<u>-</u>	<u>15,396</u>	<u>15,146</u>
Total	<u>15,396</u>	<u>135,261</u>	<u>150,657</u>	<u>131,576</u>

Income from donations and legacies in the prior year was £131,576 of which £15,146 was unrestricted and £116,430 was restricted.

2. Other trading income				
Use of premises	13,021	-	13,021	11,159
Fundraising	<u>1,056</u>	<u>-</u>	<u>1,056</u>	<u>372</u>
	<u>14,077</u>	<u>-</u>	<u>14,077</u>	<u>11,531</u>

Income from other trading activities in the prior year was £11,531, all of which was unrestricted.

3. Investment income				
Bank interest	<u>69</u>	<u>-</u>	<u>69</u>	<u>36</u>

Income from other trading activities in the prior year was £36, all of which was unrestricted.

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Notes to the Accounts (cont)
for the year ended 31 March 2016

4. Resources expended	Unrestricted Funds 2016 £	Restricted Funds 2016 £	Total Funds 2016 £	Total Funds 2015 £
Charitable activities				
Staff costs	(431)	91,551	91,120	90,299
Garden Project	436	7,890	8,326	23,631
MaxCraft materials	-	295	295	-
Volunteer expenses	140	3,259	3,399	5,847
Training	-	-	-	321
Staff travel and other expenses	7	646	653	849
Cleaning	284	5	289	1,989
Printing and marketing	28	1,212	1,240	1,043
Computer and internet	477	371	848	1,489
Rent	9,514	3,000	12,514	11,311
Insurance	482	483	965	941
Repairs and maintenance	913	480	1,393	1,023
Stationery and office expenses	535	210	745	463
Postage	44	17	61	77
Miscellaneous	128	75	203	286
Independent examination fee	960	1,980	2,940	1,980
Heat and light	2,616	-	2,616	2,616
Telephone	707	-	707	515
Payroll services	360	-	360	381
Legal fees	343	-	343	1,170
Depreciation	<u>3,018</u>	<u>-</u>	<u>3,018</u>	<u>3,284</u>
	<u>20,561</u>	<u>111,474</u>	<u>132,035</u>	<u>149,515</u>

Resources expended in the prior year was £149,515, of which £18,648 was unrestricted and £130,867 was restricted.

5. Staff Costs

The average weekly number of employees during the year was made up as follows:

	<u>Number</u>	<u>Number</u>
Directors	5	6
Others	6	5

Staff costs were as follows:	2016 £	2015 £
Salaries	84,629	76,438
Social security costs	4,017	3,145
Project management	-	4,898
Redundancy payments	-	850
Pension scheme contributions	<u>2,474</u>	<u>4,968</u>
	<u>91,120</u>	<u>90,299</u>

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Notes to the Accounts (cont)
for the year ended 31 March 2016

5. Staff Costs (cont)

The charity considers that its key management personnel comprise of the directors and the Centre Manager. The total employment benefits of the key management personnel were £32,751 (2015 - £28,702). There were no (2015 – nil) employees whose emoluments for the year were greater than £60,000.

6. Trustee Remuneration and Related Party Transactions

Directors received no emoluments, nor were any expenses reimbursed (2015 – nil).
Directors' indemnity insurance was purchased at a cost of £280 (2015 - £280).

7. Taxation

No liability to UK corporation tax arises on ordinary activities for the current or previous year. The company is recognised by H M Revenue & Customs as charitable and is not, therefore, liable to UK corporation tax.

8. Fixed Asset

	Leasehold Improvements	Equipment	Total
	£	£	£
Cost			
At 1 April 2015	27,119	23,484	50,603
Additions	-	-	-
Disposals	-	-	-
At 31 March 2016	<u>27,119</u>	<u>23,484</u>	<u>50,603</u>
Depreciation			
At 1 April 2015	24,101	23,484	47,585
Charge for year	<u>3,018</u>	-	<u>3,018</u>
At 31 March 2016	<u>27,119</u>	<u>23,484</u>	<u>50,603</u>
Net Book Value			
At 31 March 2016	-	-	-
At 31 March 2015	<u>3,018</u>	-	<u>3,018</u>

Fixed assets in the prior year were £3,018, all of which were unrestricted.

9. Current Assets

Debtors: Amounts falling due within one year

	2016	2015
	£	£
Debtors	6,316	9,126
Prepayments and other debtors	<u>715</u>	<u>539</u>
	<u>7,031</u>	<u>9,665</u>

Debtors in the prior year were £9,665, of which £80 was unrestricted and £9,585 was restricted.

Cash at bank

Cash at bank and in hand in prior year was £14,730 of which £17,667 was unrestricted, £(2,937) was restricted and £43,124 was held in endowment funds.

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Notes to the Accounts (cont)
for the year ended 31 March 2016

10. Creditors: Amounts falling due within one year	2016 £	2015 £
Trade creditors	3,389	1,491
Accruals	<u>2,940</u>	<u>1,980</u>
	<u>6,329</u>	<u>3,471</u>

Creditors in the prior year were £3,471, of which £752 was unrestricted and £2,719 was restricted.

11. Funds

	Balance at 01.04.15 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.16 £
Restricted Funds					
Henry Smith	412	-	(488)	76	-
Climate Challenge Fund	2,973	17,272	(20,017)	(228)	-
Awards for All	-	9,861	(5,992)	-	3,869
Community Innovations	-	19,783	(19,783)	-	-
John Sharp	-	2,400	(295)	-	2,105
The Rank Foundation	-	25,000	(21,274)	-	3,726
Peoples Health Trust	-	27,750	(20,065)	-	7,685
People's Postcode Lottery	-	10,000	-	-	10,000
Dundee Partnership	<u>544</u>	<u>23,195</u>	<u>(23,560)</u>	<u>(179)</u>	<u>-</u>
Total Restricted Funds	<u>3,929</u>	<u>135,261</u>	<u>(111,474)</u>	<u>(331)</u>	<u>27,385</u>
Unrestricted Funds					
General Fund	<u>20,013</u>	<u>29,542</u>	<u>(20,561)</u>	<u>331</u>	<u>29,325</u>
Total Funds	<u>23,942</u>	<u>164,803</u>	<u>(132,035)</u>	<u>-</u>	<u>56,710</u>

Restricted Funds

Henry Smith - Funds to provide support to people in Dundee with poor mental health and or drug/alcohol dependency.

Climate Challenge Fund - Funds received to develop the Maxwell Centre Community Garden.

Awards for All - Funds to cover the cost of the Maxwell Centre Community Garden.

Community Innovations – Funds to cover the cost of the Maxwell Centre Community Garden.

John Sharp – Funds to assist with the MAXCraft's Project.

The Rank Foundation – Funds to assist in Maxwelltown's part of the Dundee Community Development Programme.

Peoples Health Trust – Funds received to develop the 'Every1's Garden' Project.

Dundee Partnership - Funds received to assist in the costs of the Maxwell Centre Community Garden.

Peoples Postcode Lottery – Funds to run the 'Every1's Garden' Project.

MAXWELLTOWN INFORMATION CENTRE
A company limited by guarantee
Company Registration No SC228491

Notes to the Accounts (cont)
for the year ended 31 March 2016

12. Analysis of Net Assets between Funds

	Unrestricted		Restricted	Total
	General	Designated		
	£	£	£	£
Tangible fixed assets	-	-	-	-
Current assets	32,698	-	30,341	63,039
Current liabilities	<u>(3,373)</u>	<u>-</u>	<u>(2,956)</u>	<u>(6,329)</u>
Net assets at 31 March 2016	<u>29,325</u>	<u>-</u>	<u>27,385</u>	<u>56,710</u>

13. Volunteers

The success of the charity relies on volunteers assisting at the centre. We would like to express our thanks to each and every one of them.

14. Reconciliation of Net Income/(Expenditure) to net cash flow from operating activities

	2016	2015
	£	£
Net income/(expenditure) for the reporting period	32,768	(6,354)
Adjustments for:		
Depreciation charges	3,018	3,284
Interest shown in investing activities	(69)	(36)
(Increase)/Decrease in Debtors	2,634	7,716
Increase/(Decrease) in Creditors	<u>2,858</u>	<u>(619)</u>
Net cash provided by (used in) operating activities	<u>41,209</u>	<u>3,991</u>

