

GREENER KIRKCALDY LIMITED

(A Company Limited by Guarantee)

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**



Charity no: SC041412

Company Number: SC371318

www.thomsoncooper.com

Greener Kirkcaldy Limited

Content of Financial Statements For the year ended 31 March 2018

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Greener Kirkcaldy Limited

Directors' Report

For the year ended 31 March 2018

The Board of Directors present their Report, together with the accounts for the year ended 31st March 2018.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Objectives and activities

Greener Kirkcaldy is a charity working towards the advancement of community development and the advancement of environmental sustainability. It works on a local scale to benefit people and the environment, and it is led by its members and the wider community. The charity is concerned about climate change and by the impact of rising food and fuel costs, and would like to see a future where everyone is able to heat their home affordably, eat well, and tread more lightly on our planet. It delivers projects to meet the needs and aspirations of local people: tackling fuel and food poverty, protecting and enjoying the environment, and bringing the community together. It works in Kirkcaldy and throughout Fife.

The Cosy Kingdom household energy advice and fuel poverty service operates across Fife, providing home energy advice visits, a handy service, and community outreach work. Greener Kirkcaldy lead the Cosy Kingdom partnership, which also includes Citizens Advice & Rights Fife and St Andrews Environmental Network, and works closely with Fife Council, Fife Housing Association Alliance and many other local partners.

Greener Kirkcaldy's programme of community engagement on environmental issues includes events to raise awareness of climate change and the connection to our homes and behaviours, and to build the awareness, skills and opportunities to encourage the community to waste less, grow and cook local seasonal food, and use greener modes of transport.

The High Street Hub & Eco Shop on Kirkcaldy High Street remained the base of their activities in 2017-18, open 4 days per week and providing information about their events, volunteering opportunities and projects. The Eco Shop sells a range of local and fair trade foods, gifts, home and garden products. In 2019, the organisation plans to move its base to new premises on East Fergus Place in Kirkcaldy town centre.

They also manage community gardening projects – the Community Orchard and Training Garden at Ravensraig Walled Garden, and the Edible Landscape at Dunnikier Country Park. These projects are improving greenspace in Kirkcaldy along with hosting events, courses, volunteer placements and work with school and community groups.

Greener Kirkcaldy has been working in Kirkcaldy since 2010. The charity has 18 paid staff members plus around 50 regular volunteers. It is independent but works with many local, regional and national partners in the voluntary, statutory and private sectors.

Greener Kirkcaldy Limited

Directors' Report

For the year ended 31 March 2018

Achievements and performance

In 2017-18 Greener Kirkcaldy delivered two community engagement projects with funding from the Scottish Government's Climate Challenge Fund. Both of these were continuations of projects, which started in April 2015.

'Climate Change and our Lives' raised awareness of climate change and built skills and confidence around home energy use. In 2017-18, it was developed to include a new travel behaviour change strand to reduce car use for short journeys and encourage people to carpool and drive more efficiently. Its key achievements were:

- 24 new volunteers gained experience, skills and confidence
- 426 households reduced their carbon footprints through energy-efficiency and home renewables
- 173 people made travel behaviour changes, switching 10,491 miles of car journeys to low carbon alternatives
- 31 people reported increased health and well-being due to walking or cycling
- 82% of participants surveyed said they felt better informed or more optimistic about tackling climate change, and about a low carbon future

'Really Too Good to Waste' carried out programmes of practical events and workshops in the community, backed up by social marketing campaigns and engagement with other community groups. The project focused on the reduction of food and clothing waste, on the repair and maintenance of key consumer goods, and on the overall message that reducing, reusing and repairing are good for the environment and our pockets. In 2017-18, it focused on working with people from low-income parts of Kirkcaldy. It achieved:

- Engagement with 708 people at 93 events and courses
- 472 participants were from low-income areas in Kirkcaldy
- 166 computer devices, 102 bikes and 167 tools were repaired and reused
- 91% participants reported increased awareness and confidence about the need to reduce waste
- 88% participants reported increased skills in reducing, reusing and repairing
- 93% participants reported increased financial savings due to reducing, reusing and repairing

These projects also delivered three major public events – a summer Green Day festival, a 'Big Picnic' event encouraging people to waste less at Hallowe'en, and a Green Christmas Fair. Volunteers contributed greatly to the success of these projects and events.

The Cosy Kingdom energy advice service continued to work across Fife, helping people to insulate their homes, get the most out of their heating, and get their energy bills under control. The service has a particular focus on households who are in fuel poverty, and includes a free 'handy' service to fit simple energy saving measures. Between April 2017 and March 2018 Greener Kirkcaldy delivered energy advice to over 2,800 people. This included in-depth home advice visits to 1,400 households. 589 of those also received assistance from the handy service, for example replacing light bulbs with low-energy LEDs and fitting thermal curtains to keep the heat in. The service continued to grow in 2017-18, due to increased demand from the community and the development of good referral relationships with Fife Council's housing team and several voluntary sector referral partners. Cosy Kingdom's major funders over the period were Fife Council, the Climate Challenge Fund, the People & Communities Fund, the Scottish Power Energy People Trust and Energy Action Scotland.

Directors' Report
For the year ended 31 March 2018

Achievements and performance (continued)

The Food Works volunteering and employability project continued for a third year, with funding from the Scottish Government's People & Communities Fund. This project provided employability support and accredited training for 40 Community Garden volunteers who helped to develop and maintain the community garden sites, and 9 Community Cook volunteers who prepared and cooked food for community events and meals. The volunteers gained valuable work experience and a total of 28 accredited training courses were completed, including Lantra Awards, Emergency First Aid at Work, and REHIS Food Hygiene courses.

The delivery of 'Living Well on a Budget' courses also continued for a third year, with funding from the People & Communities Fund. These 6-week courses taught basic cooking skills, healthy, low-cost recipes, and awareness about nutrition, food choices and budgeting. One session was delivered by project partner Citizens Advice and Rights Fife and was dedicated to basic household money management. Participants were also sign-posted to other sources of advice and support. Participants valued the opportunity to access a range of topics relevant to their situation in one programme and in one place. A total of 27 people attended the courses.

The charity continued to develop the Community Orchard at Ravenscraig Walled Garden in East Kirkcaldy, with regular volunteer gardening sessions, courses and community events supported by the Big Lottery Fund's Community-Led programme. An important capital project was also completed at the Garden in January 2018: a small building constructed from recycled shipping containers, sited within a new Community Training Garden consisting of several raised beds and a polytunnel. These works significantly improve the facilities at Ravenscraig Walled Garden, giving Greener Kirkcaldy a new horticultural training centre at which to host a range of courses and workshops as part of the planned Community Food Hub project. The capital works were funded by Fife Environment Trust, Fife Council (including the Fife Community Works Programme), Postcode Local Trust and Awards for All. It was a complex project, due to the Common Good and historic nature of the site, and it would not have been possible without the support of partners Kirkcaldy Community Gardens & Allotments and Fife Council.

Work also continued on the development of the charity's new building at East Fergus Place. Grant funding for the refurbishment and fit-out of the property was secured from the Big Lottery Fund's Community Assets programme, and works are scheduled to start in summer 2018. The building will form a new base for Greener Kirkcaldy and, complementing the Training Garden at Ravenscraig Walled Garden, will house the Community Food Hub's training kitchen and events space. The Food Hub project will increase access to healthy, sustainable food through a centre for learning, growing, cooking and eating together.

Greener Kirkcaldy continued to take part in the Scottish Government's Strengthening Communities programme for a fourth year, which part-funded a Development Manager post to take forward the organisation's Strategic Business Plan 2013-18, in particular the two capital projects described above.

Another key project, set out in the Strategic Business Plan, was developed: a social enterprise offering 'natural play' childcare provision. Following a detailed feasibility study, a pilot social enterprise Kids Club was launched in summer 2017. The Club was popular, with families willing to pay for outdoor play sessions and feedback from parents and children overwhelmingly positive. Greener Kirkcaldy will review the learning from this pilot to launch an expanded Kids Club in spring 2018.

Greener Kirkcaldy Limited

Directors' Report

For the year ended 31 March 2018

Plans for future periods

The Cosy Kingdom energy advice service, Living Well on a Budget courses, gardening and Food Works employability projects and work to engage the community on climate change, greener travel and waste reduction will continue in 2018-19. Grant funding for these projects is secured for 2018-19 at a comparable or higher level to that shown in these accounts. Some revenue funding is also secured for the longer-term: the 4-year Community-Led grant from the Big Lottery Fund runs until March 2020, Climate Challenge Fund support has been secured until 2020, and the funding secured from the Big Lottery Fund's Community Assets programme includes an element of revenue funding for the Food Hub project's first five years.

The charity has recently published a new Strategic Plan 2018-23 that sets out its ambitions to continue to develop social enterprises and diversify its income streams. This plan was developed after extensive consultation with Greener Kirkcaldy's members and the wider community. A major focus in 2018-19 will be the refurbishment and fit-out of the new premises at East Fergus Place to include a purpose-built training kitchen and events space, plus a new office base for Greener Kirkcaldy's staff. These major works are scheduled to start in July 2018 and be completed in February 2019. Development of the new Kids Clubs social enterprise will also continue, with plans for a new after-school club and an extensive programme of holiday clubs planned to start in spring 2018

Financial review

During the year the company received grants totalling £783,509 (2017 - £931,594). Bank interest, other donations and sundry income of £20,800 (2017 - £105,929) was also received during the period resulting in total incoming resources of £804,309 (2017 - £1,073,523).

Total resources expended during the period were £730,513 (2017 - £748,910) resulting in a surplus of £73,796 (2017 - £288,613) to be carried forward to the next financial year.

Principal funding sources

The principal funding sources of income to the charity were grants from the Scottish Government's Climate Challenge Fund, People and Communities Fund and Strengthening Communities Programme, Fife Council, Big Lottery Fund, Fife Environment Trust, Scottish Power Energy People Trust and Energy Action Scotland; and sales and services, from the High Street Hub Eco Shop and provision of services including energy advice services.

Investment policy

The directors, having regard to the liquidity requirements of running the charity, have kept available funds in an interest-bearing current account.

Reserves policy

The directors consider that the ideal level of free reserves would be between 3 and 6 months operating costs, in order to bridge any gaps between spending and receiving income, and to cover unplanned or emergency costs. Based on levels of expenditure in 2017-18 the charity's aim is to have reserves of between £182,628 and £365,256

Free reserves, at 31 March 2018, are £241,655. Total reserves are £537,168. Total reserves include restricted funds of £295,513 relating to grants received from Big Lottery Fund, Community Led Development Fund, Scottish Land Fund, Awards for All, Postcode Local Trust, Fife Environment Trust and Fife Council Ravenscraig Development Fund.

Greener Kirkcaldy Limited

Directors' Report

For the year ended 31 March 2018

Structure, governance and management

Governing document

Greener Kirkcaldy Limited is a registered charity and is a company limited by guarantee, incorporated on 18 January 2010. The company was established under a Memorandum of Association, which established the objects and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Appointment of directors

As set out in the Articles of Association, directors are elected annually, from among the members of Greener Kirkcaldy, at the annual general meeting. At each annual general meeting, one-third of the directors retire from office - but are then eligible for re-election. Any member, providing he/she is willing, may be elected. The directors may also at any time appoint any member, providing he/she is willing, to be a director.

All members are circulated with invitations to nominate directors, in advance of each annual general meeting. When considering appointing directors, the board have regard to the mixture of skills and experience of the existing directors, and to the requirement for any specialist skills.

Director induction and training

Directors undergo an induction process, which includes a meeting with the Chair and Chief Executive to brief them on their legal obligations under charity and company law; the Scottish Charity Regulator's guidance on trustee duties; the charity's Memorandum and Articles of Association; decision-making processes and sub-committees; the business plan, budget and recent performance of the charity. In addition, they are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role. All new directors also meet with key employees and visit the charity's core projects, to ensure that they gain a holistic view of its values, vision and approach.

Risk management

The directors have a risk management strategy, which comprises

- an annual review of the principal risks and uncertainties that the charity faces
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise, and
- where possible, share risks with partner organisations.

This work has identified that financial sustainability is the major financial risk for the charity, due to its dependence on short-term grant funding. A key aim of the Business Plan 2018-23 is to reduce this risk by securing longer-term grants, diversifying income streams and developing more income-generating social enterprise projects.

The charity has also focused on non-financial risks arising from fire, health and safety of staff, volunteers and project participants, and food hygiene. These risks are managed by having robust policies and procedures in place, ensuring that key staff have undertaken accredited training, and that all staff are aware of their responsibilities in these areas.

Greener Kirkcaldy Limited

Directors' Report

For the year ended 31 March 2018

Organisation

The board of directors, which can have up to 12 members, administers the charity. The board normally meet every 6 weeks. There are sub-committees covering funding and human resources, which meet quarterly or as required. A Chief Executive is appointed by the directors to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive has delegated authority, within terms of delegation approved by the directors, for operational matters including finance, employment and project delivery.

Related parties

A director or senior manager who has a personal interest in any transaction or other arrangement, which the company is proposing to enter into, must declare that interest at a meeting of the directors. In the current year, no such related party transactions were reported.

Key management personnel remuneration

The key management personnel of the charity are the board of directors, who are Greener Kirkcaldy's trustees, and the staff senior management team. They are responsible for directing, controlling, running, and operating it on a day-to-day basis.

All directors give of their time freely and no director received remuneration for carrying out his/her duties as a director. Details of directors' expenses, and any other payments to directors, are disclosed in note 8 to the accounts.

The pay of the senior staff is set by the directors. It is reviewed annually and normally increased in accordance with average earnings. The directors benchmark against pay levels in other Scottish charities of a similar size.

Greener Kirkcaldy Limited

Directors' Report For the year ended 31 March 2018

Legal and Administrative Information

Charity name	Greener Kirkcaldy Limited
Charity number	SC041412
Company number	SC371318
Registered office	252A High Street Kirkcaldy KY1 1LA
Principal Address	254A High Street Kirkcaldy KY1 1LA
Directors	Allan Levack Ian Stirton Andrew McDaniel Pat Crosbie Aileen Horn (resigned 13 April 2018) Irene Suttie (Resigned 10 August 2017) Geoffrey Robotham Matthew Gardiner (appointed 19 May 2017) Carol Kennedy (appointed 26 September 2018) Christine May (appointed 26 September 2018) Andrew Mcaulay (appointed 26 September 2018)
Senior Managers	Suzy Goodsir, Chief Executive Dianne Girvan, Office Manager
Auditors	Thomson Cooper 3 Castle Court Carnegie Campus Dunfermline, Fife KY11 8PB
Bankers	The Co-operative Bank Customer Service Centre PO Box 250, Skelmersdale WN8 6WT

Greener Kirkcaldy Limited

Directors' Report

For the year ended 31 March 2018

Statement of directors' responsibilities

The directors (who are also trustees for the purposes of charity law) are responsible for preparing the Directors' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including income and expenditure, of the charitable company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation

The directors are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In common with many other businesses of our size and nature, we use our auditors to assist with the preparation of the financial statements.

Disclosure of information to auditors

In so far as the directors are aware, there is no relevant audit information of which the charitable company's auditor is unaware, and each director, to the best of his/her knowledge and ability, has taken all the steps he/she ought to have taken in order to make him/herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation of and dissemination of financial statements may differ from legislation in other jurisdictions.

Directors

The directors, who are trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out on page 6.

Auditors

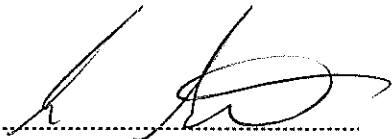
In accordance with section 485 of the Companies Act 2006, a resolution proposing the reappointment of Thomson Cooper as auditors of the company will be put at a General Meeting.

Greener Kirkcaldy Limited

Directors' Report For the year ended 31 March 2018

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in January 2015) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

By order of the board:

A handwritten signature in black ink, appearing to be 'Ian Stirton', written over a horizontal dashed line.

Ian Stirton
Director
Date : 20th December 2018

Greener Kirkcaldy Limited

Report of the Independent Auditors For the year ended 31 March 2018

Independent auditors' report to the directors of Greener Kirkcaldy Limited

We have audited the financial statements of Greener Kirkcaldy Limited (the 'charitable company') for the year ended 31 March 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements of the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

- The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

**Report of the Independent Auditors
For the year ended 31 March 2018**

Other information (cont'd)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 8, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Greener Kirkcaldy Limited

Report of the Independent Auditors For the year ended 31 March 2018

Auditor's responsibilities for the audit of the financial statements

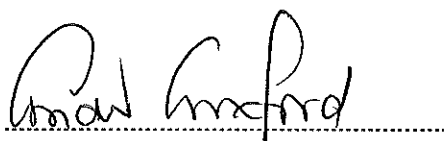
We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act and under the Companies Act 2006 and report in accordance with those Acts and relevant regulations made or having effect thereunder. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Andrew Croxford (Senior Statutory Auditor)
For and on behalf of Thomson Cooper, Statutory Auditor
Dunfermline

Date : 20th December 2018

Thomson Cooper is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Greener Kirkcaldy Limited

**Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 March 2018**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Income and endowments from:					
<i>Donations and legacies:</i>					
Donations & Gifts	4	594	-	594	382
<i>Charitable activities:</i>					
Grants receivable	5	692,996	90,513	783,509	931,594
<i>Other trading activities:</i>					
	6	20,206	-	20,206	105,395
<i>Investment income:</i>					
Bank interest	7	-	-	-	152
Total income		<u>713,796</u>	<u>90,513</u>	<u>804,309</u>	<u>1,037,523</u>
Expenditure on:					
Charitable activities	8	<u>689,078</u>	<u>41,435</u>	<u>730,513</u>	<u>748,910</u>
Total expenditure		<u>689,078</u>	<u>41,435</u>	<u>730,513</u>	<u>748,910</u>
Net movement of funds		24,718	49,078	73,796	288,613
Reconciliation of funds					
Fund Balance Brought Forward		<u>216,937</u>	<u>246,435</u>	<u>463,372</u>	<u>174,759</u>
Fund Balance Carried Forward	15	<u>241,655</u>	<u>295,513</u>	<u>537,168</u>	<u>463,372</u>

The statement of financial activities includes all gains and losses recognised in year.

All incoming resources and resources expended derive from continuing activities.

The notes on pages 16 to 25 form part of these financial statements.

Greener Kirkcaldy Limited

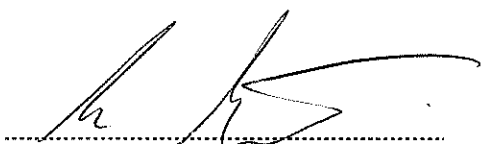
Balance Sheet As at 31 March 2018

	Notes	2018 £	2017 £
Fixed Assets			
Tangible Assets	11	342,197	209,865
Current Assets			
Debtors	12	26,214	51,110
Cash at bank and in hand		187,995	225,132
<i>Total current assets</i>		214,209	276,242
Creditors:			
Falling Due Within One Year	13	(19,238)	(22,735)
Net Current Assets		194,971	253,507
Total Net Assets		537,168	463,372
The Funds of the Charity			
Restricted Funds	14	295,513	246,435
Unrestricted Funds	14	241,655	216,937
Total Charity Funds		537,168	463,372

The notes on pages 16 to 25 form part of these financial statements.

The trustees have prepared these accounts in accordance with section 44 of the Charities and Trustee Investment (Scotland) Act 2005. These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

The financial statements were approved by the Board of Directors on 20th December 2018 and were signed on its behalf by:



Iain Stirton
Director

Company Number SC272855

Greener Kirkcaldy Limited

Statement of Cash Flows
For the year ended 31 March 2018

	Notes	2018 £	2017 £
Cash generated from operating activities	16	<u>107,497</u>	<u>250,303</u>
Cash flows from investing activities:			
Interest income		<u>-</u>	<u>152</u>
Cash provided by investing activities		<u>-</u>	<u>152</u>
Capital expenditure and financial investment			
Purchase of tangible fixed assets		<u>144,634</u>	<u>209,549</u>
(Decrease)/Increase in cash and cash equivalents in the year		<u>(37,137)</u>	<u>40,906</u>
Cash and cash equivalents at the beginning of the year		<u>225,132</u>	<u>184,226</u>
Total cash and cash equivalents at the end of the year		<u><u>187,995</u></u>	<u><u>225,132</u></u>

**Notes to the Financial Statements
For the year ended 31 March 2018**

1. Accounting Policies

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

a) Basis of Accounting

The financial statements 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 Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity.

b) Fund Accounting

Unrestricted funds are funds that can be used in accordance with the objectives of the charity at the discretion of the directors.

Designated funds are unrestricted funds set aside by the directors for specific future purposes or projects.

Restricted funds are funds that 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.

c) Going concern

At the time of approving the financial statement, the directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. The directors continue to adopt the going concern basis of accounting in preparing the financial statements. The directors have considered a period of at least 12 months from the date of approval of the financial statements.

d) Income Recognition

All incoming resources are recognised when the charity has entitlement to the funds, any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

**Notes to the Financial Statements
For the year ended 31 March 2018**

1. Accounting Policies (cont'd)

d) Income Recognition (cont'd)

Income from government and other grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Income is deferred when performance related grants are received in advance of the performances or event to which they relate.

Income from other trading activities includes income earned from delivering services and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Investment income includes interest on funds held on deposit and is included when receivable and the amount can be measured reliably by the charity, normally upon notification of the interest paid or payable by the Bank.

e) Expenditure Recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Cost of raising funds comprises the costs of the general fundraising activities of the charity, and their associated support costs.
- Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries, including the costs of providing out of school care services, and their associated support costs.
- Other expenditure (where relevant) comprises costs not falling into any other heading.

The charity is not registered for VAT and therefore all expenditure is recorded inclusive of VAT.

f) Allocation of Support Costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include office costs, payroll, general administration, and governance costs and are incurred directly in support of expenditure on the objects of the charity. The bases on which support costs have been allocated are on a direct basis or as a proportion of time spent.

**Notes to the Financial Statements
For the year ended 31 March 2018**

1. Accounting Policies (cont'd)

g) Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Freehold Property	See below
Leasehold Land & Buildings	10% on a straight line basis
Computer Equipment	33% on a straight line basis
Fixtures, Fittings & Equipment	20% on a reducing balance basis

No depreciation has been charged to date on the freehold property as the redevelopment work was still in progress at the end of the financial year.

h) Debtors

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any discounts due.

i) Cash at Bank and in Hand

Cash at bank and cash in hand includes cash and all amounts held within bank current and deposit accounts.

j) Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

k) Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

l) Pensions

Greener Kirkcaldy Limited operates an employee pension scheme on a defined contribution basis. The contributions payable is charged to the Statement of Financial Activities in the period in which they relate.

m) Taxation

The charity meets the definition of a charitable company for UK corporation tax purposes and is therefore considered exempt.

2. Legal Status of the Charity

The organisation is a charitable company limited by guarantee and has no share capital. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

**Notes to the Financial Statements
For the year ended 31 March 2018**

3. Net incoming resources for period

This is stated after charging:

	2018	2017
	£	£
Depreciation - owned assets	12,302	79
Auditor's remuneration	5,274	4,500
	<hr/>	<hr/>

4. Donations & legacies

	2018	2017
	£	£
Donations	594	382
	<hr/>	<hr/>

5. Income from Charitable Activities

	2018	2017
	£	£
<u>Grants receivable:</u>		
Big Lottery Fund	45,863	64,389
British Gas Energy Trust	3,350	55,824
Climate Challenge Fund	220,124	210,542
CSGN	-	14,053
Development Trust Association Scotland	47,380	16,511
Energy Action Scotland	10,000	-
Energy Saving Trust	1,500	
Fife Council	194,645	130,000
Fife Environment Trust	36,300	-
Fife Health and Well-being Alliance	-	5,000
Furniture Plus – Goodwill Fund	4,500	-
Investing in Ideas	-	9,998
Postcode Local Trust	-	17,197
Scottish Community Alliance	354	-
Scottish Government People & Communities Fund	169,500	214,545
Scottish Land Fund	-	193,535
Scottish Power Energy People Trust	49,993	-
	<hr/>	<hr/>
	783,509	931,594

Income from charitable activities was £783,509 (2017: £931,594) of which £90,513 (2017: £354,996) was attributable to restricted and £692,996 (2017: £576,598) was attributable to unrestricted funds.

**Notes to the Financial Statements
For the year ended 31 March 2018**

6. Income from Other Trading Activities

	2018	2017
	£	£
Shop & Service Income	18,468	104,381
Sundry Income	1,738	1,014
	<u>20,206</u>	<u>105,395</u>

Income from other trading activities was £20,206 (2017: £105,395), all of which was attributable to unrestricted funds

7. Investment income

	2018	2017
	£	£
Bank Interest received	<u>-</u>	<u>152</u>

8. Charitable Expenditure

	Project Services £	Total 2018 £	Total 2017 £
Staff costs (Note 10)	413,716	413,716	356,609
Consultancy fees	15,220	15,220	11,090
Partner organisations payments	85,960	85,960	103,565
Events and meetings	10,493	10,493	23,484
Handy service materials	52,694	52,694	61,789
IT support	3,486	3,486	4,674
Project materials & marketing	14,336	14,336	26,438
Miscellaneous expenses	2,814	2,814	1,310
Training and conferences	15,567	15,567	26,058
Travel and subsistence	19,275	19,275	18,778
Rent	11,353	11,353	11,007
Recruitment	1,240	1,240	1,302
Repairs and maintenance	875	875	3,394
Orchard running costs	4,800	4,800	8,334
Office running costs	6,136	6,136	6,644
Utilities	14,722	14,722	7,638
Insurance	2,131	2,131	1,563
Shop stock	10,788	10,788	10,117
Sessional staff	21,064	21,064	21,775
Resilience fund	-	-	9,000
Discretionary funds	4,917	4,917	2,214
Ravensraig Walled Garden development	-	-	27,548
Bikes for Loan	1,350	1,350	-
Depreciation	12,302	12,302	79
Governance costs (Note 9)	5,274	5,274	4,500
	<u>730,513</u>	<u>730,513</u>	<u>748,910</u>

**Notes to the Financial Statements
For the year ended 31 March 2018**

8. Charitable Expenditure (continued)

Expenditure on charitable activities was £730,513 (2017: £748,910) of which £41,435 (2017: £145,704) was attributable to restricted and £689,078 (2017: £603,206) was attributable to unrestricted funds.

9. Analysis of Governance and Support Costs

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between its key charitable activities undertaken (see Note 8) in the year. Refer to the table below for the basis for apportionment and the analysis of support and governance costs.

	Governance Costs £	Total 2018 £	Total 2017 £
Audit fees	5,274	5,274	4,500

All costs are allocated to activities on a direct basis.

10. Analysis of Staff Costs, and Trustee and Key Management Remuneration and Expenses

	2018	2017
Average number of employees during the year:	18	15
	£	£
Aggregate remuneration and associated costs of the charity:		
Salaries and wages	361,983	319,910
Social security costs	30,452	23,908
Pension costs	21,281	12,791
	413,716	356,609

No employee received emoluments in excess of £60,000 during the year (2017 – nil).

Travel and accommodation costs amounting to £187 (2017: £668) were paid in respect of all members of the board of directors.

Greener Kirkcaldy Limited

Notes to the Financial Statements For the year ended 31 March 2018

11. Fixed Assets

	Freehold Property £	Leasehold Land & Buildings £	Computer Equipment £	Fixtures, Fittings & Equipment £	Total £
Cost					
At 1 April 2017	209,549	-	6,283	1,543	217,375
Additions	22,240	122,394	-	-	144,634
Disposals	-	-	-	-	-
At 31 March 2018	231,789	122,394	6,283	1,543	362,009
Depreciation					
At 1 April 2017	-	-	6,283	1,227	7,510
Charge for the Year	-	12,239	-	63	12,302
Eliminated on disposals	-	-	-	-	-
At 31 March 2018	-	12,239	6,283	1,290	19,812
Net Book Value					
At 31 March 2018	231,789	110,155	-	253	342,197
At 31 March 2017	209,549	-	-	316	209,865

No depreciation has been charged to date on the freehold property as the redevelopment work was still in progress at the end of the financial year.

12. Debtors falling due within one year

	2018 £	2017 £
Other debtors and grants receivable	25,424	50,320
Prepayments	790	790
	26,214	51,110

13. Creditors falling due within one year

	2018 £	2017 £
Trade creditors	3,932	8,225
Other creditors	15,306	14,510
	19,238	22,735

Greener Kirkcaldy Limited

Notes to the Financial Statements For the year ended 31 March 2018

14. Analysis of net assets between funds

	Unrestricted General Funds £	Restricted Funds £	Total Funds 2018 £
Tangible fixed assets	110,408	231,789	342,197
Current assets	150,485	63,724	214,209
Current liabilities	(19,238)	-	(19,238)
Net assets	241,655	295,513	537,168

15. Movements In Funds

	Balance at 01/04/2017 £	Incoming £	Outgoing £	Transfers £	Balance at 31/03/2018 £
Restricted Funds					
British Gas Energy Trust	2,847	3,350	6,197	-	-
Big Lottery Fund	13,043	34,191	34,690	-	12,544
Community Led Development Fund	-	11,672	-	-	11,672
Scottish Land Fund	202,800	-	-	-	202,800
Awards for All	10,000	-	-	-	10,000
Investing in Ideas	548	-	548	-	-
Postcode Local Trust	17,197	-	-	-	17,197
Fife Council Ravenscraig Development Fund	-	5,000	-	-	5,000
Fife Environment Trust	-	36,300	-	-	36,300
	246,435	90,513	41,435	-	295,513
Unrestricted Funds					
Designated Fund – Food Hub Project	49,553	-	-	(49,553)	-
General Fund	167,384	713,796	689,078	49,553	241,655
Total Funds	463,372	804,309	730,513	-	537,168

Greener Kirkcaldy Limited

Notes to the Financial Statements For the year ended 31 March 2018

Purpose of Restricted Funds

British Gas Energy Trust

The purpose of this fund is to reduce fuel poverty in Mid Fife, by addressing energy efficiency, income maximisation, tariffs and switching, crisis help, and referrals to partners for money and welfare advice.

Scottish Land Fund

For the purchase of a town centre property, to be redeveloped as a Community Food Hub and a new base for Greener Kirkcaldy.

Big Lottery Fund Community Assets Development Fund

For the costs of building surveys and professional fees to plan the redevelopment of the new town centre property.

Big Lottery Fund Community Led Grant

To improve the connectedness and well-being of people in East Kirkcaldy by facilitating good quality volunteering roles, community learning opportunities and events at Ravenscraig Community Orchard.

Awards for All

Contribution to the costs of developing a new Horticultural Training Centre at Ravenscraig Walled Garden.

Investing in Ideas

To carry out a feasibility study into, and develop a business plan for, a new social enterprise project offering 'natural play' childcare provision and/or training for play workers.

Postcode Local Trust

Contribution to the costs of developing a new Training Garden at Ravenscraig Walled Garden and to deliver a community learning and employability programme there.

Fife Council Ravenscraig Development Fund

Contribution to the costs of developing a new Horticultural Training Centre at Ravenscraig Walled Garden.

Fife Environment Trust

Contribution to the costs of developing a new Horticultural Training Centre at Ravenscraig Walled Garden.

Greener Kirkcaldy Limited

Notes to the Financial Statements For the year ended 31 March 2018

16. Reconciliation of net movement in funds to net cash flow from operating activities

	2018 £	2017 £
Net movement in funds	73,796	288,613
Adjustments for:		
Depreciation	12,302	79
Interest income shown in investing activities	-	(152)
Decrease in debtors	24,896	378
(Decrease) in creditors	(3,497)	(38,615)
	<u>107,497</u>	<u>250,303</u>

