

Company Number: SC 217971

Media Support Partnership
(A company limited by guarantee)

Report and Financial Statements

Year ended 31 March 2019



Media Support Partnership
Report and Financial Statements for the year ended 31 March 2019

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The Directors/Trustees present their report and financial statements for the year ended 31 March 2019

Legal and administrative information

Charity name: Media Support Partnership
Charity registration number: SC 031594
Company registration number: SC 217971
Registered office: 1 Bellfield Drive, North Kessock, Inverness, IV1 3XT

Directors/Trustees

T G Prag
G M Adam
G Anderson
N Harford
R S Cole-Hamilton

Secretary

Richard Simon Cole-Hamilton, 1 Bellfield Drive, North Kessock, Inverness, IV1 3XT

Independent Examiner

Colin Gray B.Com CA, Frame Kennedy, 4th Floor, 31-33 High Street, Inverness, IV1 1HT

Bankers

Bank of Scotland, 2-6 Eastgate, Inverness, IV2 3NA

Solicitors

Macleod & MacCallum, 28 Queensgate, Inverness, IV1 1YN

Structure, governance and management

Trustees and organisational structure

The directors of the company are also charity trustees for the purposes of charity law. The trustees who held office during the financial year and at the date of this report are set out on page 1.

The organisation is a charitable company, limited by guarantee, incorporated on 9 April 2001. The company was established under a Memorandum of Association, which defined the objects and powers of the charitable company, and is governed under its Articles of Association.

The company is recognised as a charity for the purposes of Section 505 Income and Taxes Act 1988 and is subject to the provisions of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

Trustee induction and training

Media Support Partnership (MSP) has five trustees. All are familiar with the practical work of the charity and the regulatory framework within which the charity operates.

Organisational structure

Media Support Partnership is supported by iMedia Associates Limited, which is a consultancy and management company operating in various territories throughout the world, undertaking similar projects on a commercially driven basis.

Risk management

In common with other organisations operating in overseas territories, the trustees suffer the problem of establishing adequate internal controls and rely upon contract staff, agencies and Board members to operate a system of checks and reconciliation in respect of funds advanced. The directors are satisfied there are procedures in place which mitigate exposure to the risks which have been identified.

Objectives and activities

The objectives and principal activities of the company, Media Support Partnership are:

- to advance education in the treatment by the media of humanitarian problems, conflicts and crises and
- to promote the relief of suffering and distress amongst the victims of humanitarian crises and conflicts through the appropriate use of the mass media.

MSP does not normally seek donations or fund raise in order to carry out its objectives, relying instead on contracts and grants from UN agencies, NGOs and government departments to deliver projects which fit the objectives above.

MSP has a contractual agreement with iMedia Associates Limited for specialist expertise, facilities and management resources.

Activities, achievements and performance

Media Sustainability Research Project

During the year MSP agreed to award £15,000 towards a research project on media sustainability. At the year end no funds have been distributed in connection with this award.

Trojan Women's Project

MSP received, and paid out, £12,000 in support of Glasgow Syria Trojan Women workshops, and for documentary post production of the musical Oliver!.

Conflict Sensitive Communications

During the year MSP agreed to award £4,000 to support online training modules for Journalists in Nigeria. At the year end no funds had been distributed in connection with this award.

MSP governance

The directors continue to review the governance arrangements for MSP. The management agreement with iMedia Associates Ltd to provide cost-effective administrative support and management services was extended for the year under review.

Financial review

The income and expenditure account on page 6 reflects the financial activities of the company. There was no operating income during the year.

The operating loss of £726 (2018: £9,884) is attributable to the UK base.

Reserves policy

The trustees have considered the reserves of £21,113 unrestricted funds (2018: £21,839) and are satisfied that they are sufficient for the possible requirements of activities outlined in 'Plans for the future' below.

Plans for the future

The trustees would like to manage further projects which build on the proven effective use of mass media to enhance development goals; to continue research into how media can contribute to peace-building and good governance in post-conflict countries; and to expand training of development and media workers in how the media can impact positively on development. The trustees are mindful of the need to follow 'best practice' and OSCR guidelines.

Reserves will be applied to suitable projects which meet the charity's objectives.

Trustees' responsibilities

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which 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, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

Frame Kennedy have been appointed as independent examiners of the company. No audit is required.

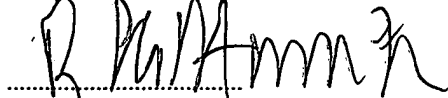
Statement of disclosure to examiner

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware there is no relevant information of which the company's examiner is unaware;
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the charity's examiner is aware of that information.

Small company exemptions

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



Richard Simon Cole-Hamilton
Company Secretary

10 Oct 2019

I report on the accounts of the charity for the year ended 31 March 2019 which are set out on pages 6 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the 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.

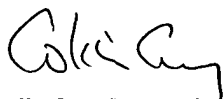
Independent examiner's statement

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:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or

2- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Colin Gray B.Com CA
Independent Examiner
Date - 16.11.19

Frame Kennedy
Metropolitan House
31-33 High Street
Inverness, IV1 1HT

Statement of financial activities for the year ended 31 March 2019

	Note	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £	2018 Total Funds £
Incoming resources					
Incoming resources from generated funds:					
Voluntary income		-	12,000	12,000	3,000
Activities for generating funds	2	200	-	200	-
Investment income	2	-	-	-	-
Incoming resources from charitable activities	2	-	-	-	-
Other incoming resources	2	-	-	-	-
Total incoming resources		<u>200</u>	<u>12,000</u>	<u>12,200</u>	<u>3,000</u>
Resources expended					
Costs of generating funds		-	-	-	-
Charitable activities	3	626	12,000	12,626	12,554
Governance costs	3	300	-	300	330
Other resources expended	3	-	-	-	-
Total resources expended		<u>926</u>	<u>12,000</u>	<u>12,926</u>	<u>12,884</u>
Net (outgoing) / incoming resources		(726)	-	(726)	(9,884)
Total funds brought forward		21,839	-	21,839	31,723
Total funds carried forward		<u>21,113</u>	<u>-</u>	<u>21,113</u>	<u>21,839</u>

Balance Sheet as at 31 March 2019

		2019		2018	
	Note	£	£	£	£
Current assets					
Debtors	4	-	-	-	-
Cash at bank and in hand		21,653	22,506	22,506	
		<u>21,653</u>	<u>22,506</u>		
Creditors: amounts falling due within one year					
	5	(540)	(667)		
Net current assets			21,113		21,839
Net assets			<u>21,113</u>		<u>21,839</u>
Unrestricted funds:					
General funds	6		21,113		21,839
			<u>21,113</u>		<u>21,839</u>

The notes on pages 8 to 11 form part of these financial statements.

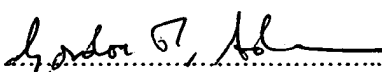
The directors are satisfied that the company is entitled to exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2019. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 12 Oct 2019 and signed on its behalf by:


 Gordon M Adam - Director and Trustee

Notes to the financial statements for the year ended 31 March 2019

1. Accounting policies**(a) Basis of accounting**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities and Trustee Investment (Scotland) Act 2005 and the Charity Accounts (Scotland) Regulations 2006 (as amended).

(b) Fund accounting

- Unrestricted funds are general funds that are available for use at the discretion of the trustees in furtherance of the objectives of the charity.
- Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Income from charitable activities includes income recognised as earned under contract or where entitlement to grant funding is subject to specific performance conditions. Grant income included in this category provides funding to support programme activities and is recognised where entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

(d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

- Costs of generating funds are those costs incurred in attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both those costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs are those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examination fees and costs linked to the strategic management of the charity.
- Support costs include central functions and are allocated to activity cost categories on a basis consistent with the use of resources.

(e) Foreign currencies

Transactions in foreign currencies are recognised at the rate of exchange at the date of the transaction. Monetary assets and liabilities are translated into sterling at the exchange rate on the balance sheet date. All exchange differences are recognised through the statement of financial activities.

(f) Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities and Trustee Investment (Scotland) Act 2005 and the Charity Accounts (Scotland) Regulations 2006 (as amended).

(g) Transition to FRS 102

The entity transitioned from previous UK GAAP to FRS 102 as at 1 April 2015.

Notes to the financial statements for the year ended 31 March 2019

2. Incoming resources

	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
Incoming resources from generated funds:				
Voluntary income	-	12,000	12,000	3,000
Activities for generating funds:				
Project management fees	200	-	200	-
Investment income:				
Bank interest	-	-	-	-
Incoming resources from charitable activities:				
Project funding support grants -	-	-	-	-
Other incoming resources:				
Bank compensation	-	-	-	-
Total incoming resources	200	12,000	12,200	3,000

3. Resources expended

	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
Charitable activities:				
Project personnel costs	-	-	-	-
Consultancy costs	-	-	-	-
Equipment and supplies	-	-	-	-
Communications, office and general expenses	-	-	-	-
Donations	-	12,000	12,000	11,300
Support costs:				
Professional fees	351	-	351	861
Office and miscellaneous expenses	275	-	275	394
	626	12,000	12,626	12,555
Governance costs:				
Independent Examiner's remuneration	300	-	300	330
	300	-	300	330
Other resources expended:				
Foreign exchange profit / loss	-	-	-	-

Restricted Funds

MSP received, and paid out, £12,000 in support of Glasgow Syria Trojan Women workshops, and for documentary post production of the musical Oliver!.

Notes to the financial statements for the year ended 31 March 2019

4. Debtors

	2019	2018
	£	£
Trade debtors	-	-
Other debtors	-	-
	<u>-</u>	<u>-</u>

5. Creditors: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	-	-
Other creditors	111	238
Accruals	429	429
	<u>540</u>	<u>667</u>

6. Movements in funds

	At 1 April 2018	Incoming resources	Outgoing resources	At 31 March 2019
	£	£	£	£
Unrestricted funds				
General funds	21,839	12,200	(12,926)	21,113
	<u>21,839</u>	<u>12,200</u>	<u>(12,926)</u>	<u>21,113</u>

7. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Current assets	21,653	-	21,653
Current liabilities	(540)	-	(540)
Net assets at end of year	<u>21,113</u>	<u>-</u>	<u>21,113</u>

Notes to the financial statements for the year ended 31 March 2019

8. Trustees' remuneration and related party transactions

The trustees did not receive remuneration or expenses from the company in the year for acting as trustees.

9. Taxation

As a charity, Media Support Partnership is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or S256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives. No tax charges have arisen in the charity.

10. Staff Costs and Numbers

	2019	2018
	£	£
Salaries and Wages	-	-
Personnel Costs	-	-

The partnership does not directly employ any staff. All project personnel are engaged from other organisations, usually in the country they work. This enables the charity to engage the specialist individuals required for each project.