

Registered number  
SC380888

Checkin Works  
Report and Accounts  
31 March 2022

## **Checkin Works**

### **Company Information**

#### **Trustees**

Gary Brewer (appointed October 2021)  
Mark Bush  
Philip Cachia (appointed October 2021)  
Angela Ferguson  
Michael Hodgson  
Ian Gibson (appointed October 2021)  
Varun Gupta (appointed July 2022)  
Jean Andrew (resigned August 2021)  
Janice Laurie (resigned August 2021)  
Ian McGrath (resigned August 2021)  
Lindsay Philp (resigned July 2021)  
Wilhelmina Young (resigned May 2021)

#### **Independent examiner**

Fiona Fraser  
Fraser + Accountants  
3 Barossa Place  
PH1 5HG

#### **Registered office**

51-53 South Street  
Perth  
United Kingdom  
PH2 8PD

**Company Registration number**  
SC380888

**Charity Registration Number**  
SC041642

**Checkin Works**  
**Registered number: SC380888**  
**Trustees' Report**  
**For the year ended 31 March 2022**

The trustees present their report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's Memorandum and Articles of Association, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") 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) (effective 1 January 2019)".

**Objectives and activities**

The charity's objects are as follows:

1. To prevent or reduce the experience of social and economical poverty for disadvantaged adults by, in particular but not exclusively to, improving their opportunities to access and sustain meaningful employment.
2. To promote greater self-fulfilment for disadvantaged individuals through the advancement of education, personal development and employment skills training.
3. To increase public knowledge and understanding, through education and training of the employment issues experienced by disadvantaged individuals.
4. To protect and improve the physical and mental health of disadvantaged individuals who are experiencing significant challenges in finding employment.
5. To promote publicly the values of equality and diversity in order to reduce the social and economic discrimination that disadvantaged individuals experience.
6. To develop the social and economic strength of local communities by encouraging volunteer activity and promoting civic responsibility.

**Strategy**

- The charity uses a personalised outcomes-focused approach to providing work experience, training and quality of life support.
- The charity provides a comprehensive monitoring and review process with beneficiaries in order to achieve sustainable outcomes for beneficiaries.
- To achieve the company's objectives, the charity provides work experience and training opportunities to its beneficiaries through its wholly owned subsidiary company, Giraffe Trading Community Interest Company.
- Checkin recruits and trains volunteer Buddies who provide core employability and progression support to beneficiaries.

**Achievements and performance**

Known locally as Giraffe, due to our social enterprise cafe in Perth, we support people over the age of 16 from all over Perth and Kinross and beyond.

Our primary aim is to help people with severe and complex barriers, such as learning disabilities, autism and mental ill health, to make the transition towards inclusion, socialisation and, if appropriate, into meaningful work.

We achieve this by providing relevant supported work experience, vocational skills and personal development. We focus on overlooked aspects, such as confidence building, which enables our trainees to move their careers forward as well as being an active and included part of our local communities.

We provide learning and work opportunities for our trainees in the Giraffe Café (South Street, Perth) as they interact directly, whilst serving, members of the public. They also have the opportunity to work in our kitchens learning to prepare and cook food in the context of our external catering business (to generate income) and in the preparation of social enterprise meals for distribution to families in need.

The charity was set up to help groups that were overlooked, denied opportunities and not integrated into the local community. Our trading arm, Giraffe, was primarily set up as there were not enough employers able or prepared to facilitate the type of supported employment and development that we offer.

## **Checkin Works**

**Registered number: SC380888**

### **Trustees' Report**

**For the year ended 31 March 2022**

#### **Summary of the period**

Against the backdrop of the impact of the Covid 19 pandemic, Checkin Works continued to support our trainees by:-

- providing relevant supported work experience, vocational skills and personal development
- offering a full support network, accredited training and team building activities
- maintaining the good mental health and wellbeing of our trainees.

As a 'by-product' of our trainees' activity, we continued to support those in the geographic community in need through financial insecurity, hidden poverty, homelessness and/or COVID related disadvantage. This wider community support was predominately free meal distribution, but also included collaborative seasonal support activities at Christmas and Eid, as well as running the Perth Support Hub.

The core of the social impact aspect of this activity is based on collaborative work across the whole of Perth and Kinross. We collaborate with several local 3rd sector organisations to ensure that key communities in need receive free meals prepared by our trainee, staff and volunteer team. The same communities will then eventually receive food and cookery training, meal kits and more. Our 3<sup>rd</sup> sector partners include Letham4All, Perth ADHD, Caledonia Housing, Perth Autism Support, Churches Action for the Homeless, Salvation Army, Blue Door, Broke Not Broken, Perth and Kinross Foodbank and more.

By the end of 2022, we will have made and distributed more than **50,000 meals for free** to those in need of support locally.

For our trainees, we built on people's strengths through offering them a supported environment to develop, socialise and learn new skills. Due to the pandemic, the majority of the activity carried out was to ensure the good mental health and wellbeing of our existing trainees.

As an organisation, we have learnt and continue to learn and develop – our new Board have undertaken a review of roles and staffing and are in the process of refreshing the organisation's medium term strategy. The people and trainees we support are at the core of everything we do and we aim to proactively respond to their varying needs through tailored activities and development programs. We have had great success in progressing some individuals to employment, but this is a relatively small number compared to the number of individuals we work with. We are aware that our service is more about preparing them for inclusion and socialisation and putting them in a better position to achieve this, than being entirely focused on employment as an end goal. Due to the nature of the barriers experienced by our trainees, outcomes and achievements are very different for each individual. For one person a job could be a realistic outcome, but for many just feeling confident enough to speak to a stranger or serve someone in a cafe environment is a huge challenge and therefore positive outcome when it happens.

#### **Future Activities**

##### ***Mill Street site***

Throughout the period, our subsidiary's Mill Street site was utilised by our volunteer group from the Perth Support Hub. From the site, they supported people experiencing food insecurity, in need of support and/or signposting to other specific support agencies (such as Perth and Kinross Council, C.A.B., Mindspace, The Neuk and more). On average, the Hub directly supported around 100 individuals a week and 300 indirectly (through households). This activity was initiated as a Covid response initially but was not deemed core to our activities at Checkin Works. As a result, we plan to surrender the lease for the Mill Street premises back to PKC to enable Perth Support Hub to take it on in their own right.

##### **Giraffe Community Kitchen**

In the next financial year, we expect to be able to increase our trainee and community activities as a result of the building of the Giraffe Community Kitchen, based in the Friarton area of Perth. This development will allow us to double the number of trainees we can work with and the volume of meals distributed to the local community. For our social enterprise subsidiary, it offers the capacity to generate more income from sales of outside catering and their Giraffe Meals products. The hope is that some of the surplus from these activities will reduce Checkin Works' reliance on external funders.

## **Checkin Works**

**Registered number: SC380888**

## **Trustees' Report**

**For the year ended 31 March 2022**

### **Financial review**

Results for the year ended 31 March 2022 are given in the Statement of Financial Activities on page 10. The assets and liabilities are detailed on the Balance Sheet on page 11.

In summary income amounted to £ 297,078 (2021 - £ 478,891 ), expenditure totalled £319,842 (2021 - £ 276,707 ) resulting in a net expenditure for the year of £ 22,764 (2021 - net income - £ 202,191 ).

At the balance sheet date the charity held total reserves of £232,800 of which £79,401 were unrestricted and £153,399 were restricted.

### **Reserves policy**

It is the stated objective of the charity to build up a reserve of unrestricted funds to the equivalent of 6 months' core expenditure in order to continue the current activities of the charity in the event of a significant drop in funding and/or social enterprise activity. As a relatively young charity, the establishment of such free reserves is a medium-term objective

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### **Structure, governance and management**

The charity is a company limited by guarantee governed by its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Gary Brewer (appointed October 2021)  
Mark Bush  
Philip Cachia (appointed October 2021)  
Angela Ferguson  
Michael Hodgson  
Ian Gibson (appointed October 2021)  
Varun Gupta (appointed July 2022)  
Jean Andrew (resigned August 2021)  
Janice Laurie (resigned August 2021)  
Ian McGrath (resigned August 2021)  
Lindsay Philp (resigned July 2021)  
Wilhelmina Young (resigned May 2021)

### **Appointment of trustees**

The charity takes a pro-active approach in appointing suitable candidates in order to broaden the governance skills base of the Board.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### **Organisation**

The trustees are responsible for setting the strategic direction of the charity and ensuring that proper accounting records are maintained to allow accounts to comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps to detect and prevent fraud and other irregularities. Trustees are also responsible for ensuring that the company has an effective approach to managing health and safety risks.

The day-to-day management and operation of the charity is the responsibility of the Chief Executive who is assisted in his role by an Operations Manager, Outcomes Team and Kitchen/Hospitality Teams.

### **Trustee induction and training**

New trustees undertake an induction to the organisation. This includes identifying their practical skills and interests. Trustees are offered internal and external opportunities to develop their knowledge base and update their skills.

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

**Checkin Works**  
**Registered number: SC380888**  
**Trustees' Report**  
**For the year ended 31 March 2022**

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

The trustees' report was approved by the Board of Trustees

Philip Cachia  
Chairman

7 November 2022

A handwritten signature in black ink, appearing to read 'Philip Cachia', written in a cursive style.

## **Checkin Works**

### **Independent Examiner's Report to the Trustees**

I report on the financial statements of the Charity for the year ended 31 March 2022 which are set out on pages 7 and 14.

#### **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 financial statements 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 Accounts Regulations does not apply. It is my responsibility to examine the financial statements as required under section 44(1) 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements.

#### **Independent examiners' statement**

In the course of my examination, no matter has come to my attention:

(a) which gives me reasonable cause to believe that in any material respect the requirements:

(i) to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations (as amended); and

(ii) to prepare financial statements which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations;

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached,

#### **Use of our report**

This report is made to the company's board of directors, as a body, in accordance with the terms of engagement. My work has been undertaken to enable me to undertake an independent examination of the charity's financial statements on behalf of the company's board of directors and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's board of directors as a body, for my work or for this report.

*Fiona Fraser*

Fiona Fraser  
Chartered Accountant

3 Barossa Place  
Perth  
PH1 5HG

**Checkin Works  
Balance Sheet  
as at 31 March 2022**

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets		54,814	49,519
<b>Current assets</b>			
Stocks		100	100
Debtors	2	6,538	12,076
Cash at bank and in hand		209,059	215,590
		<u>215,697</u>	<u>227,766</u>
<b>Current liabilities</b>	3	(37,711)	(16,503)
<b>Net current assets</b>		<u>177,986</u>	<u>211,263</u>
<b>Total assets plus current asset</b>		<u>232,800</u>	<u>260,782</u>
<b>Creditors: amounts falling due after more than one year</b>			
<b>Net assets</b>		<u>232,800</u>	<u>260,782</u>
<b>Represented by funds</b>			
Unrestricted funds	7	79,401	82,415
Restricted funds	8	153,399	178,367
		<u>232,800</u>	<u>260,782</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that the member has not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.



Philip Cachia  
Chair

Approved by the board on 7 November 2022



**Checkin Works**  
**Company limited by guarantee**  
**Statement of financial activities**  
**for the year ended 31 March 2022**

	Notes	2022	2022	2022	2021	2021	2021
	7	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
<b>Income form:</b>							
Donations and legacies		47,917	247,998	295,915	65,007	376,193	441,200
Charitable activities		1,113		1,113	37,691		37,691
Other trading activities		50		50			-
Other		-	-	-			
		<u>49,080</u>	<u>247,998</u>	<u>297,078</u>	<u>102,698</u>	<u>376,193</u>	<u>478,891</u>
<b>Expenditure on:</b>							
Charitable activities	4	52,006	267,836	319,842	63,441	213,259	276,700
<b>Total</b>		<u>52,006</u>	<u>267,836</u>	<u>319,842</u>	<u>63,441</u>	<u>213,259</u>	<u>276,700</u>
<b>Net Income/(Expenditure) resources</b>		(2,926)	(19,838)	(22,764)	39,257	162,934	202,191
Transfer to deferred income		(88)	(5,130)	(5,218)			
Gross transfers between funds				-	11,712	(11,712)	-
Balances brought forward 1 April 2021		82,415	178,367	260,782	31,446	27,145	58,591
Balances carried forward 31 March 2022		<u>79,401</u>	<u>153,399</u>	<u>232,800</u>	<u>82,415</u>	<u>178,367</u>	<u>260,782</u>

The statement of financial activities complies with the requirements for an income and expenditure account under the Companies Act 2006.

All the activities referred to above are continuing activities.

All movements in the charity's funds during the year are reflected through the statement of financial activities.

**Checkin Works**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared in accordance with the 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102). The Venture Community Association meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note. The presentational currency of the financial statements is Pound Sterling.

***Income recognition policy***

Income is included in the SOFA when the charity becomes entitled to the income and the amount can be qualified with reasonable accordance and receipt is probable. All income is unrestricted unless specifically restricted by the funder. Income is only deferred when the Charity must fulfil conditions before becoming entitled to it or where the funder has specified that the income is to be expended in a future accounting period. Grant income is recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. Grants relating to an asset are recognised in income systematically over the asset's expected useful life. If part of such a grant is deferred it is recognised as deferred income rather than being deducted from the asset's carrying amount. Income from trading activities includes income 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.

***Short-term debtors and creditors***

Debtors are recognised when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received. Creditors are recognised when the charity has a present legal or constructive obligation resulting from a past event to make payment to a third party, it is probable that the settlement will be required and the amount due to settle the obligation can be measured or estimated reliably.

***Value Added Tax***

The Company is not registered for VAT and accordingly, where applicable, all expenditure is inclusive of VAT.

***Funds***

Unrestricted funds are those funds which can be used at the Trustees' discretion. Restricted funds are those funds whose purposes have been restricted by the donor. Designated funds are those funds which have been earmarked by the trustees for specific purposes.

***Allocation of Overhead and Support Costs***

Overhead and support costs, which include governance costs, are allocated between charitable activities. These costs have been apportioned to the various activities by the charity. The allocation of overhead and support costs is analysed in note 4. Support costs of the charity which have been funded by core grant which is not attributable direct to specific projects. Governance costs comprise all costs involving the public accountability of the charity.

***Charitable Activities***

Costs of charitable activities include direct costs and an apportionment of overhead and governance costs are shown in note 5.

***Tangible fixed assets***

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	10% straight line
Plant and equipment	20% straight line
Fixtures and fittings	20% straight line
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

**Checkin Works**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is an indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**Stocks**

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Costs comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no nominal consideration are measured the lower of replacement cost and cost.

**Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employees' services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

<b>2 Debtors</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	1,200	(50)
Amounts owed by subsidiary undertakings	1,466	1,746
Other debtors	-	10,206
Prepayments and accrued income	3,872	174
	<b>6,538</b>	<b>12,076</b>

<b>3 Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Other taxation and social security	3,622	3,535
Trade creditors	7,195	9,648
Accrued income	15,888	-
Hire purchase	7,602	-
Other creditors	3,404	3,320
	<b>37,711</b>	<b>16,503</b>

<b>4 Analysis of expenditure on charitable activities</b>	<b>Direct project costs</b>	<b>Project</b>	<b>Support costs</b>	<b>Governance</b>	<b>Total</b>
Adapt & Thrive	-	-	6,920	-	6,920
Baillie Gifford	-	-	-	-	-
Bank of Scotland	10,000	-	-	-	10,000
Chance to Connect	-	-	-	-	-
Clothworkers Foundation	-	-	-	-	-
Communities Recovery Fund	8,047	2,618	2,939	-	13,604
Corra Foundation	231	15,523	435	-	16,189
Digital Charter	-	-	2,969	-	2,969
Energy Savings Trust	-	-	3,958	-	3,958
Henry Smith Charitable Trust	89	10,772	10,882	-	21,743
Mushroom Trust Fund	-	-	-	-	-
NHS Tayside	7,328	-	20	-	7,348
Perth Harbour Community Fund	-	-	-	-	-
Peter Harrison Foundation	1,770	-	100	-	1,870
PKC Action 15	-	-	-	-	-
PKC Community Investment	-	-	6,828	-	6,828
PKC - GCK	17,500	-	-	-	17,500
PKC Mental Health & Wellbeing	604	-	4,781	-	5,385
Screwfix Foundation	11	-	-	-	11
Society of Writers Trefoil House	619	-	600	-	1,219
St James' Place Charitable Foundation	8	-	-	-	8
Tesco (Groundworks)	4	-	-	-	4
The Gannochy Trust	7	38,461	1,868	-	40,336
The Gannochy Trust - Recovery & Renewal	87	674	2,079	-	2,840
The National Lottery Community Fund	1,028	95,881	12,195	-	109,104
	<b>47,333</b>	<b>163,929</b>	<b>56,574</b>	<b>-</b>	<b>267,836</b>
Unrestricted funds	<b>28,411</b>	<b>-</b>	<b>21,495</b>	<b>2,100</b>	<b>52,006</b>

## 5 Analysis of governance and support costs

The Trustees initially identified 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 the charitable activities. Refer to the table below for the analysis of support and governance costs.

	Support	Governance	Total
Premises costs	24,838		24,838
Training	2,975		2,975
Postage and stationery and advertising	600		600
Travel	2,530		2,530
Equipment/repairs	15,868		15,868
Telephone/Internet	8,530		8,530
Professional fees	15,828		15,828
Administration	6,900		6,900
Independent examiners		2,100	2,100
	<u>78,069</u>	<u>2,100</u>	<u>80,169</u>

## 6 Analysis of staff costs, trustee remuneration and the cost of key management personnel

	2022	2021
Salaries and wages	150,151	147,976
Social security costs	10,212	8,587
Other pension costs	3,480	3,062
	<u>163,843</u>	<u>159,625</u>

No employees had employee benefits in excess of £60,000 (2021:£nil).

The charity trustees were not paid or received any other benefits from employment within the company in the year (2021:£nil) neither were they reimbursed expenses during the year (2021:£nil). No charity trustee received payments for professional or other services supplied to the charity (2021:£nil).

	2022	2021
Full time		
Management staff	5	4
Other staff	2	4
	<u>7</u>	<u>8</u>

Tangible fixed assets	Leasehold improvements	Plant & equipment	Fixtures & fittings	Motor vehicles	Total
<b>Cost</b>					
At 1 April 2021	38,700	5,217	13,209	9,649	66,775
Additions	1,800	14,574			16,374
At 31 March 2022	<u>40,500</u>	<u>19,791</u>	<u>13,209</u>	<u>9,649</u>	<u>83,149</u>
<b>Depreciation and impairment</b>					
At 1 April 2021	7,740	87	1,497	7,932	17,256
Depreciation charged in the year	4,050	3,958	2,642	429	11,079
At £1 March 2022	<u>11,790</u>	<u>4,045</u>	<u>4,139</u>	<u>8,361</u>	<u>28,335</u>
<b>Net book value</b>					
At 31 March 2022	<u>28,710</u>	<u>15,746</u>	<u>9,070</u>	<u>1,288</u>	<u>54,814</u>
At 31 March 2021	<u>30,960</u>	<u>5,130</u>	<u>11,712</u>	<u>1,717</u>	<u>49,519</u>

Stocks	2022	2021
Finished goods and goods for resale	<u>100</u>	<u>100</u>

**Checkin Works**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**7 Analysis of charitable funds**  
**Analysis of movements in unrestricted funds**

	Balance 1 April 2021	Income	Expenditure	Transfers	Balance 31 March 2022
General fund	82,415	49,080	(52,006)	(88)	79,401
Total	82,415	49,080	(52,006)	(88)	79,401

**Analysis of movements in unrestricted funds - previous years**

	Balance 1 April 2020	Income	Expenditure	Transfers	Balance 31 March 2021
General fund	31,446	102,698	(63,441)	11,712	82,415
Total	31,446	102,698	(63,441)	11,712	82,415

**Name of unrestricted fund**  
General fund

**Description, nature and purposes of fund**

The 'free reserves' after allowing for all designated funds.

**General fund income**

Sainsburys Local Giving	2,500
Contracts	30,811
Donations	14,606
Fundraising	1,113
Trading	50
	<u>49,080</u>

**8 Analysis of movements in restricted funds**

	Balance 1 April 2021	Income	Expenditure	Transfers	Balance 31 March 2022
Adapt & Thrive	53,000		(6,920)		46,080
Baillie Gifford		5,000			5,000
Bank of Scotland		10,000	(10,000)		-
Chance to Connect		5,000			5,000
Communities Recovery Fund		20,160	(13,604)		6,556
Corra Foundation	18,189		(16,189)		2,000
Digital Charter		9,916	(2,969)		6,947
Energy Savings Trust	5,130	3,972	(3,958)	(5,130)	14
Henry Smith Charitable Trust	22,747		(21,743)		1,004
Mushroom Trust Fund	1,000				1,000
NHS Tayside	4,500	4,500	(7,348)		1,652
Peter Harrison Foundation	2,564	10,000	(1,870)		10,694
PKC Action 15		23,350			23,350
PKC Community Investment	8,000	11,800	(6,828)		12,972
PKC - GCK		35,000	(17,500)		17,500
PKC Mental Health & Wellbeing	5,447	11,800	(5,385)		11,862
Screwfix Foundation	11		(11)		-
Society of Writers Trefoil House	2,830		(1,219)		1,611
St James' Place Charitable Foundation	8		(8)		-
Tesco (Groundworks)	4		(4)		-
The Gannochy Trust	342	40,000	(40,336)		6
The Gannochy Trust - Recovery & Renewal	2,840		(2,840)		-
The National Lottery Community Fund	51,755	57,500	(109,104)		151
	<u>178,367</u>	<u>247,998</u>	<u>(267,836)</u>	<u>(5,130)</u>	<u>153,399</u>

**Checkin Works**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

	Balance 1 April 2020	Income	Expenditure	Transfers	Balance 31 March 2021
Adapt & Thrive		53,000			53,000
Agnes Hunter Trust		7,000	(7,000)		-
Awards for All	4,900		(4,900)		-
Corra Foundation		92,980	(74,791)		18,189
Energy Savings Trust		10,206	(5,076)		5,130
Foundation Scotland		4,000	(2,253)	(1,747)	-
Fuel Up and Ride Bike Club	6		(6)		-
Henry Smith Charitable Trust	11,333	45,000	(33,586)		22,747
Leathersellers		2,000	(2,000)		-
Mushroom Trust Fund	1,000				1,000
NHS Tayside		4,500			4,500
Peter Harrison Foundation		10,000	(7,436)		2,564
PKC Community Investment	8,000				8,000
PKC Mental Health & Wellbeing		6,903	(1,456)		5,447
Scottish Council for Voluntary Organisations		7,726	(7,726)		-
Screwfix Foundation	1,453		(1,442)		11
Society of Writers Trefoil House		2,850	(20)		2,830
St James' Place Charitable Foundation	453		(445)		8
Tesco (Groundworks)		1,166	(1,162)		4
The Gannochy Trust		50,000	(49,658)		342
The Gannochy Trust - Recovery & Renewal		21,362	(8,557)	(9,965)	2,840
The National Lottery Community Fund		57,500	(5,745)		51,755
	27,145	376,193	(213,259)	(11,712)	178,367

**Name of restricted fund**

Adapt & Thrive

Corra Foundation

Energy Savings Trust

Henry Smith Charitable Trust

Mushroom Trust Fund

NHS Tayside

NHS Tayside - Action 15 Funding

Peter Harrison Foundation

PKC Community Investment

PKC Mental Health & Wellbeing

Screwfix Foundation

Society of Writers Trefoil House

St James' Place Charitable Foundation

Tesco (Groundworks)

The Gannochy Trust

The Gannochy Trust - Recovery & Renewal

The National Lottery Community Fund

**Description, nature and purposes of fund**

Grant towards community kitchen

Income related to COVID support grant

Grant for purchase of ebikes and related equipment

Funding towards overall organisation and trainee support

Grant to support the Bee Bomb Community Farm Project

Grant for COVID catering and free meals

Funding toward a Giraffe Communities Network Coordinator

Grant towards trainee outdoor education funding

Funding towards the Giraffe Activity Centre

COVID specific expenditure

Funding towards repair costs, including air conditioning unit

Funding towards garden and horticulture activities

Funding towards salary costs of volunteer and trainee team

Funding towards Giraffe Activity Centre

Funding towards organisational development and progression

COVID response activity including purchase of equipment

Core funding towards trainee support

**Checkin Works**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**9 Related party transactions**

There have been no related party transactions during the financial period.

**10 Going concern**

The Trustees consider that the charity is in a fair position to continue its activities during the coming year, and that the charity's reserves are adequate to fulfil its obligations. The trustees have considered the going concern assumption and there are no material uncertainties' about the charity's ability to continue as a going concern.