

# LARGO COMMUNITIES TOGETHER

Annual Report & Financial Statements

For the year ended 30 June 2021

## Largo Communities Together

LCT is Scottish Charitable Incorporated Organisation - Charity No. SC048447



# ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

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# TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 30 JUNE 2021

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The trustees present their report and financial statements together with the independent examiner's report for the year ended 30 June 2021.

## REFERENCE AND ADMINISTRATIVE DETAILS

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<b>Charity Name</b>	Largo Communities Together	
<b>Charity Number</b>	SC048447	
<b>Principal Address</b>	Largo Library & Community Hub 7 Lundin Square Lundin Links KY8 6BH	
<b>Website Address</b>	<a href="http://www.largocommunitiestogether.org.uk/">www.largocommunitiestogether.org.uk/</a>	
<b>Current Trustees</b>		
<i>Member trustees</i>	Louise Robb	Chair
	Nora Conlin	
	Stan Green	
	Irene Kay	
	Jan Kerr	Appointed 09/11/2020
	Emily Macdonald	
	Dougie McMillan	
	Jill Miller	Appointed 09/11/2020
	Barbara Simpson	
	James Simpson	
<b>Other Trustees who served during the year</b>		
	Iain Brown	Resigned 10/08/2020
	Martin Schmidt	Resigned 07/12/2020
	Stephen Wood	Resigned 09/11/2020
<b>Bankers</b>	Bank of Scotland Direct Business PO Box 1000 BX2 1LB	
<b>Independent Examiner</b>	Michael Brougham 3 Lyne Grove Crossford Dunfermline KY12 8YB	

# TRUSTEES' ANNUAL REPORT

## FOR THE YEAR ENDED 30 JUNE 2021

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### STRUCTURE, GOVERNANCE AND MANAGEMENT

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#### Governing Document

Largo Communities Together ("LCT") is a Scottish Charitable Incorporated Organisation (SCIO) incorporated on 11 June 2018 and governed by its constitution from the same date. The constitution was amended to add further purposes on 09 November 2020.

#### Appointment of Trustees

The constitution provides for a minimum of ten and a maximum of thirteen trustees consisting of:

- up to eleven trustees who are members of the SCIO ("Member Trustees"); and
- up to three trustees who are not members of the SCIO ("Co-opted Trustees"), appointed by the Member Trustees.

Member Trustees are appointed at the AGM and/or at other times. At all times the Member Trustees must be in the majority.

#### Organisational Structure

Membership of the SCIO consists of:

- ordinary membership which is open to any individual over the age of 16, ordinarily resident in the community;
- associate membership which is open to any individual over the age of 16, not ordinarily resident in the community; and
- junior membership which is open to any individual between the ages of 12 and 15, whether or not ordinarily resident in the community,

who support the objects and activities of the SCIO. Associate members and junior members do not have the power to vote at, and are not counted in determining the quorum for, members' meetings. Membership at the year end was:

	<b>2021</b>	2020
Full Members	<b>358</b>	350
Associate Members	<b>43</b>	43
Junior Members	<b>3</b>	2
	<b>404</b>	395

### OBJECTS & ACTIVITIES

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The charity's purposes are to benefit principally the residents living within the boundary of Largo Area Community Council ('the Community') with the following objects:

- The advancement of community development (including the advancement of rural regeneration).
- The advancement of arts, heritage, culture or science.
- The provision of recreational facilities, or the organisation of activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.
- The advancement of health.
- The advancement of environmental protection.
- The relief of those in need by reason of age, ill health, disability, financial hardship, or other disadvantage.

# TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 30 JUNE 2021

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## ACHIEVEMENTS & PERFORMANCE

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The Largo Area Coronavirus Response Team (LACRT) was established in March 2020 to support our local community during the Covid-19 pandemic. In the first year of operations, LACRT raised significant grant funding and received generous donations from local people, organisations, and businesses. LACRT has been pleased to support a wide range of local organisations throughout the pandemic including Largo Links Community Magazine, Kirkton of Largo Primary School, Waid Academy, Happy Beaches, Lily's Larder, Levenmouth and East Neuk Foodbanks and Peacehaven Care Home.

Key achievements during this past year include setting up a free telephone helpline, recruiting and training over 100 volunteers to provide a local shopping service, issuing regular information newsletters, supporting local schools with home learning materials, establishing the Support in Times of Need fund, providing IT support to local residents, establishing Largo Friends and Neighbours befriending service and funding a music and drama workshop to build the confidence and resilience of local primary school children. LACRT looks forward to growing and adapting its community support services over the next year.

LACRT newsletters evolved into Largo Links, a community magazine, distributed quarterly and delivered free of charge to every home in the community. The first edition was distributed in October 2020. Largo Links contains local news stories, details of local events and services, and is sponsored by local businesses.

In relation to Largo House and grounds (collectively known as the Largo Estate) ongoing communications with the landowner as to how we might address community priorities have, to date, not borne fruit. The landowner began a commercial vegetable and flower growing enterprise on Largo Estate during this time period which LCT fully supports. The Largo House sub-group of LCT continues to promote ideas taken from the community consultation process with particular focus in the areas of paths, restoration of historic buildings and community wellbeing.

As a result of the Crusoe Hotel being placed in administration and the subsequent sale process, the planned schedule for the Largo Pier Renovation project did not proceed as quickly as intended. However, the Pier Group have developed an excellent working relationship with the new proprietors and good progress is being made with our plans for grant applications and other associated work.

The community consultations for both the Largo Estate and Largo Pier produced some fantastic ideas but more importantly evidenced the support for community action, not just for Largo Estate and Largo Pier, but also for many other possible projects and activities. Structuring local projects as activities of LCT means we can pool our efforts to make best use of the charitable status, the expertise of our trustees and the contacts that LCT has established.

Communication is paramount to successful community cooperation and LCT has established a Communications group. This group will keep our community informed on the progress of projects.

Key achievements in our third year of operations:

- Largo Area Coronavirus Response Team – provided key support services within the local community during the Covid-19 pandemic; established a befriending service.
- Largo Estate – communication with the landowners is ongoing. LCT fully supportive of new commercial operations. Work on sustainable development plans ongoing.
- Largo Pier – The development of an excellent working relationship with the Crusoe Hotel; winter repairs made; digital survey of the Pier completed; established good working relationships with Fife Coast and Countryside Trust and DTAS.

**TRUSTEES' ANNUAL REPORT**  
FOR THE YEAR ENDED 30 JUNE 2021

**FINANCIAL REVIEW**

**Overview**

Our main sources of income continue to be grants and donations. LCT is very grateful for the support which it received from the following:

		<b>2021</b>	2020
		<b>£</b>	£
Befriending Network	Community Support	<b>2,000.00</b>	-
Fife Council	Covid-19 Support	-	500
Forth Ports Ltd	Largo Pier	-	1,750
Foundation Scotland	Covid-19 Support	-	1,000
Largo Links	Community Magazine	<b>500.00</b>	-
Scottish Government	Covid-19 Support	-	15,000
		<b>2,500.00</b>	18,250

LCT has low fixed costs and the majority of funds raised to date have been used to fund specific projects, community consultation and communication. LCT is in a stable financial position and is a going concern for the future. A summary of our receipts and payments for the year is as follows

	Unrestricted	Restricted	<b>Total</b>	Total
	Funds	Funds	<b>2021</b>	2020
	£	£	£	£
Receipts	3,859	27,345	<b>31,204</b>	28,379
Payments	(1,168)	(9,555)	<b>(10,723)</b>	(11,687)
Transfers between funds	(14)	14	-	-
Surplus/(Deficit) for the year	2,677	17,804	<b>20,481</b>	16,692

**Reserves Policy**

The trustees do not undertake projects until funds are available. They consider around £1,000 to be an appropriate level of reserves to hold to meet three months of ongoing and known upcoming costs. Reserves at the year-end were £5,531 (2020: £2,753), which is currently in excess of the target range.

# **TRUSTEES' ANNUAL REPORT**

FOR THE YEAR ENDED 30 JUNE 2021

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## **FUTURE PLANS**

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Our financial strategy for 2021-22 includes:

- continuing to raise funds to cover day to day running costs and specific community projects;
- recruiting a Community Development Officer to engage with local residents and groups and to develop a Local Place Plan;
- focusing on activities that make a real difference to the quality of life of our residents over the next three years;
- strengthening partnerships with the Largo Area Community Council and other local groups;
- evolving LARCT into a community resilience team;
- continuing communications with the owners of Largo Estate; and
- continuing to work towards the renovation of Largo Pier.

## **APPROVAL**

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This report was approved by the trustees on 25 October 2021 and signed on their behalf by:

**Louise Robb**  
Chair

# **INDEPENDENT EXAMINER'S REPORT**

FOR THE YEAR ENDED 30 JUNE 2021

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## **Independent Examiner's Report to the Trustees of Largo Communities Together**

I report on the accounts of the charity for the year ended 30 June 2021, which are set out on pages 9 to 12.

### **Respective responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The trustees consider that the audit requirement of Regulation (10)(1)(d) of the 2006 Regulations does not apply.

It is my responsibility to examine the accounts under section (44)(1)(c) of the 2005 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 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 connection with my examination, no matter came 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 Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave 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.

### **Michael Brougham, MCBI FCIE**

3 Lyne Grove

Crossford

Dunfermline

KY12 8YB

28 October 2021

# STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 30 JUNE 2021

	Note	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
		£	£	£	£
<b>Receipts</b>					
Donations					
Membership fees		10	-	10	35
Other donations		1,202	21,181	22,383	10,094
Gift Aid		411	3,664	4,075	-
Fund raising		2,236	-	2,236	-
Grants		-	2,500	2,500	18,250
		3,859	27,345	31,204	28,379
<b>Payments</b>					
Fund raising costs		140	877	1,017	-
Donations					
Community support		-	-	-	1,050
Local care home		-	-	-	277
Grants	5	-	2,400	2,400	1,000
Charitable activities					
Civic pride		-	190	190	369
Electronic devices		-	1,030	1,030	-
Equipment & PPE		-	-	-	1,129
Insurance		234	-	234	144
Largo pier renovations		-	2,640	2,640	6,640
Printing, postage & stationery		584	54	638	977
Social isolation		-	119	119	-
Telephone support line		-	416	416	-
Training		-	1,754	1,754	-
Website hosting		210	-	210	66
Sundries		-	75	75	35
		1,168	9,555	10,723	11,687
<b>Net movement in funds</b>		2,691	17,790	20,481	16,692
Transfers between funds		(14)	14	-	-
<b>Surplus/(Deficit) for year</b>		2,677	17,804	20,481	16,692

The Notes on pages 11 to 12 form an integral part of these accounts.

## STATEMENT OF BALANCES

AS AT 30 JUNE 2021

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
<b>Funds Reconciliation</b>				
Balance as at 01 July 2020	2,754	14,431	<b>17,185</b>	493
Surplus/(Deficit) for period	2,677	17,804	<b>20,481</b>	16,692
Balance as at 30 June 2021	<b>5,431</b>	<b>32,235</b>	<b>37,666</b>	17,185
<b>Bank &amp; Cash Balances</b>				
Cash at bank	5,407	32,235	<b>37,642</b>	17,171
Cash in hand	24	-	<b>24</b>	14
	<b>5,431</b>	<b>32,235</b>	<b>37,666</b>	17,185
<b>Other Assets</b>				
Debtors (Gift Aid)	100	875	<b>975</b>	-
<b>Liabilities</b>				
Creditors	-	-	-	34

The Notes on pages 11 to 12 form an integral part of these accounts.

These accounts were approved by the trustees on 25 October 2021 and signed on their behalf by:

**Louise Robb**  
Chair

**Emily Macdonald**  
Treasurer

# NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

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## 1. Basis of preparation

These accounts have been prepared on the receipts & payments basis in accordance with:

- (a) The Charities and Trustee Investment (Scotland) Act 2005
- (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)

## 2. Fund Accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- (b) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.
- (c) The purposes of the funds are shown in Note 8.

## 3. Taxation

- (a) The charity is not liable to corporation tax or capital gains tax on its charitable activities.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.

## 4. Transactions with trustees and related parties

- (a) No remuneration was paid to trustees during the year or in the previous year.
- (b) No expenses were reimbursed to the trustees during the year or in the previous year.
- (c) Befriending training was provided Louise Robb Associates LLP, Leven at a cost of £1,754 (2020: £Nil). Louise Robb, chair and trustee of LCT, is the principal of Louise Robb Associates. The payments are permitted by LCT's constitution and were approved by the other trustees.

## 5. Grants

		<b>2021</b>	2020
Waid Academy	Covid-19 support	<b>1,000</b>	1,000
Lundin Mill Primary School (for the benefit of Kirkton of Largo Primary School)	Covid-19 support	<b>1,000</b>	-
Lily's Larder	Covid-19 support	<b>400</b>	-
		<b>2,400</b>	1,000

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2021

### 6. Movements in funds

	As at 30/06/2020	Receipts	Payments	Transfers	As at 30/06/2021
	£	£	£	£	£
<u>Unrestricted funds</u>					
General fund	2,754	3,859	(1,168)	(14)	<b>5,431</b>
<u>Restricted funds</u>					
Befriending Network	-	2,000	(2,838)	838	-
Largo Pier	110	24,845	(3,003)	-	<b>21,952</b>
Largo Links Magazine	-	500	(514)	14	-
Scottish Government	14,321	-	(3,200)	(838)	<b>10,283</b>
	<b>14,431</b>	<b>27,345</b>	<b>(9,555)</b>	<b>14</b>	<b>32,235</b>
Total funds	<b>17,185</b>	<b>31,204</b>	<b>(10,723)</b>	<b>-</b>	<b>37,666</b>

### 7. Transfers between funds

- (a) £14 was transferred from the general fund to the Largo Links Magazine fund to meet the costs not covered by the grant received.
- (b) £838 was transferred from the Scottish Government fund, the purposes of which include befriending, to the Befriending Network fund to meet costs not covered by the grant received.

### 8. Purpose of funds

General fund	Unrestricted funds that can be expended by the trustees in furtherance of the purposes of the charity.
Befriending Network	Grant funding received from the Befriending Network towards the cost supporting those living in isolation, living with dementia and adults with additional support needs.
Largo Pier fund	Donations and Gift Aid received towards the cost of restoration of Largo Pier.
Largo Links Magazine	Grants funding received from Fife Council towards the cost of producing a magazine for the Lundin Links area
Scottish Government	Grant funding received via DTA Scotland towards the cost of a foodbank/hardship Fund, virtual befriending, Men's Fellowship Groups and Civic Pride.