

APPENDIX 1



Office of the Scottish Charity Regulator

| Trustees' Annual Report for the period | | | | | | | |
|--|-----|-------|------|-----------------|-----|-------|------|
| Period start date | | | | Period end date | | | |
| | Day | Month | Year | | Day | Month | Year |
| From | 01 | 09 | 2018 | To | 31 | 08 | 2019 |

Reference and administration details

| | |
|--|-----------------------------|
| Charity name | Projekt 42 |
| Other names charity is known by | |
| Registered charity number | SC045938 |
| Charity's principal address | 117 Leith Walk Edinburgh |
| | Postcode EH6 8NP |

Names of the charity trustees on date of approval of Trustees' Annual Report

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------|-----------------|-----------------------------------|---|
| 1 | Alex Smith | | | |
| 2 | David Peck | | | |
| 3 | Oliver Brown | | | |
| 4 | Sara Hawkins | Treasurer | | |
| 5 | | | | |
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Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Structure, governance and management

Type of governing document

The charity, a Scottish Charitable Incorporated Organisation (SCIO), was set up by Sara Hawkins and Oliver Brown and was recognised as a charity with effect from 26 August 2015. The charity is administered in accordance with the terms of its Constitution.

Trustee recruitment and appointment

During the period covered by this report, no trustees resigned and no new trustees were appointed.

The appointment and removal of a trustee is in accordance with the Constitution. Trusteeship is open to any individual who subscribes to the purposes of the organisation. Any interested individual must apply to the board in writing to be appointed as a trustee and their application will be considered at the next Board meeting. Appointment is at the Board's discretion but must be notified to the applicant in writing. In accordance with the Constitution, the minimum number of trustees is three and the maximum is eight.

Objectives and activities

Charitable purposes

The purposes of the charity are as set out in Object 4 of the Constitution as follows:

- The organisation's purposes are:
- The prevention or relief of poverty;
- The advancement of public participation in sport;
- The provision of recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended;
- The relief of those in need by reason of age, ill-health, financial hardship or other disadvantage;
- To increase awareness and understanding of sexual offences legislation and policies amongst the general public

Summary of the main activities in relation to these objects

The charity achieved these objectives through running a community co-development wellness centre. The charity deliver a one-stop wellness service that brings together movement and fitness support, access to physiotherapy assessments and personalised plans and most importantly, mental health services. The charity delivered over 150 hours per week of fitness, yoga and meditation. Community activities included:

- Senior Fitness Club: 10 hours of free fitness and yoga for community members aged 55+ with varying health conditions.
- Youth Fitness Club: A club aimed at 11-16 year old's providing 5 free hours of coached activities. Young adults learn to use the gym safely, enjoy new activities, such as boxing, cycling and yoga.
- Cancer-Rehab: This class brings together people of all ages who are undergoing or have been through treatment.
- Free and subsidised Counselling: Each week Projekt 42 provides counselling from 9am through to 9pm.

In the last 12-months, the charity has delivered over 1000 hours of free fitness and yoga activities and provided 1800 hours of free and subsidised counselling, CBT and psychotherapy. The charity has supported community members to further their employment opportunities through funding 54 training courses including, Level 2 Gym, Level 3 Personal Training, First Aid, Yoga and Zumba.

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

During this financial period, the charity had been delivering community fitness classes in Leith for 2 years and 8 months. The charity has gone from strength to strength reaching more people through fitness, yoga and mental health services.

Projekt 42 is particularly proud of services that have been delivered during this period. The delivery of a community led mental health service focused on prevention and direct intervention for mental health, supporting domestic abuse survivors, and meeting the needs of the rising need of the mental health and physical health problems of the community.

The charity has continued to gain a lot of recognition for the work that we do, such as being recognised in the Scottish Women's Business Awards, Royal Bank of Scotland Great British Entrepreneur Awards and the WISE 100 Leading Women in Social Enterprise.

Financial review

Brief statement of the charity's policy on reserves

At August 31 2019, £90,152 was held at the bank. The restricted funds were to cover specific projects. At the year-end for 2018/2019, the restricted funds surplus as per the accounts, is £36,371. The unrestricted funds represents income earned and donations received but not utilised in supporting charitable activities. At the end of the year, the unrestricted funds held were £53,672.

Details of any deficit

Donated facilities and services (if any)

Other optional information

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|------------------------------|---------------------|-----------------|
| Signature(s) | <i>Sara Hawkins</i> | <i>O. Brown</i> |
| Full name(s) | Sara Hawkins | Oliver Brown |
| Position (e.g. Chair) | Trustee | Trustee |
| Date | 29/05/2020 | 29/05/2020 |

Projekt 42

SC045938



| Receipts and payments accounts | | | | | | | |
|--------------------------------|-------------------|-----------|------|----|-----------------|--------|------|
| For the period from | Period start date | | | to | Period end date | | |
| | Day | Month | Year | | Day | Month | Year |
| | 1 | September | 2018 | | 31 | August | 2019 |

Section A Statement of receipts and payments

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total funds current period to nearest £ | Total funds last period to nearest £ |
|---|------------------------------------|----------------------------------|--|---|--|---|
| A1 Receipts | | | | | | |
| Donations | 17,239 | | | | 17,239 | 9,584 |
| Legacies | | | | | - | |
| Grants | 13,853 | 116,829 | | | 130,682 | 36,343 |
| Receipts from fundraising activities | | | | | - | |
| Gross trading receipts | | | | | - | |
| Income from investments other than land and buildings | | | | | - | |
| Rents from land & buildings | | | | | - | |
| Gross receipts from other charitable activities | 164,858 | | | | 164,858 | 102,740 |
| | | | | | - | |
| A1 Sub total | 195,950 | 116,829 | - | - | 312,779 | 148,667 |
| A2 Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| A2 Sub total | - | - | - | - | - | - |
| Total receipts | 195,950 | 116,829 | - | - | 312,779 | 148,667 |
| A3 Payments | | | | | | |
| Expenses for fundraising activities | | | | | - | |
| Gross trading payments | | | | | - | |
| Investment management costs | | | | | - | |
| Payments relating directly to charitable activities | 107,353 | 79,746 | | | 187,099 | 88,687 |
| Grants and donations | | | | | - | |
| Governance costs: | | | | | - | |
| Audit / independent examination | 600 | | | | 600 | |
| Preparation of annual accounts | | | | | - | |
| Legal costs | 420 | | | | 420 | |
| Other | 2,500 | | | | 2,500 | |
| | | | | | - | |
| A3 Sub total | 110,873 | 79,746 | - | - | 190,619 | 88,687 |
| A4 Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | 133,367 | 3,291 | | | 136,658 | 14,941 |
| Purchase of investments | | | | | - | |
| A4 Sub total | 133,367 | 3,291 | - | - | 136,658 | 14,941 |
| Total payments | 244,240 | 83,037 | - | - | 327,277 | 103,628 |
| Net receipts / (payments) | (48,290) | 33,792 | - | - | (14,498) | 45,039 |
| A5 Transfers to / (from) funds | | | | | | |
| Surplus / (deficit) for year | (48,290) | 33,792 | - | - | (14,498) | 45,039 |

Section B Statement of balances

| Categories | Details | Unrestricted funds | Restricted funds | Expendable endowment funds | Permanent endowment funds | Total current period | Total last period |
|----------------------|--|--------------------|------------------|----------------------------|---------------------------|----------------------|-------------------|
| | | to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ |
| B1 Cash funds | Cash and bank balances at start of year | 51,962 | 2,579 | | | 54,541 | 9,502 |
| | Surplus / (deficit) shown on receipts and payments account | (48,290) | 33,792 | | | (14,498) | 45,039 |
| | Loan | 50,000 | | | | 50,000 | |
| | | | | | | - | |
| | Cash and bank balances at end of year | 53,672 | 36,371 | - | - | 90,043 | 54,541 |
| | (Agree balances with receipts and payments account(s)) | - | - | - | - | - | - |

| Categories | Details | Fund to which asset belongs | | Market valuation | Last year |
|-----------------------|--------------|-----------------------------|--|------------------|--------------|
| | | | | to nearest £ | to nearest £ |
| B2 Investments | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | Total | | | - | - |

| Categories | Details | Fund to which asset belongs | | Cost (if available) | Current value (if available) | Last year |
|------------------------|--------------------|-----------------------------|--------------|---------------------|------------------------------|--------------|
| | | | | to nearest £ | to nearest £ | to nearest £ |
| B3 Other assets | Debtors - Gift aid | | Unrestricted | | 2,407 | 2,669 |
| | Capital equipment | | Unrestricted | | 140,728 | 36,558 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | Total | | | - | 143,135 |

| Categories | Details | Fund to which liability relates | | Amount due | Last year |
|-----------------------|------------------------------|---------------------------------|--------------|--------------|--------------|
| | | | | to nearest £ | to nearest £ |
| B4 Liabilities | Accruals - accountancy | | Unrestricted | 600 | 600 |
| | Trade creditors | | Unrestricted | - | 44 |
| | National insurance & pension | | Unrestricted | 506 | - |
| | Loan | | Unrestricted | 49,919 | - |
| | | | | | |
| | Total | | | 51,025 | 644 |

| Categories | Details | Fund to which liability relates | | Amount due (estimate) | Last year |
|----------------------------------|--------------|---------------------------------|--|-----------------------|--------------|
| | | | | to nearest £ | to nearest £ |
| B5 Contingent liabilities | | | | | |
| | | | | | |
| | | | | | |
| | Total | | | - | - |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|-------------------|--------------|------------------|
| <i>S. Hawkins</i> | Sara Hawkins | 29/05/2020 |
| <i>O. Brown</i> | Oliver Brown | 29/05/2020 |

C1 Nature and purpose of funds
(may be stated on analysis of funds worksheets)

see additional notes page

C2 Grants

| Type of activity or project supported | Individual / institution | Number of grants made | £ |
|---------------------------------------|--------------------------|-----------------------|---|
| | | | |
| | | | |
| | | | |
| | | | |
| Total | | | - |

C3a Trustee remuneration

| | |
|--|---|
| If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b) | X |
|--|---|

C3b Trustee remuneration - details

| Authority under which paid | £ |
|----------------------------|--------|
| Sara Hawkins | 22,296 |
| | |
| | |
| | |

C4a Trustee expenses

| | |
|---|---|
| If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b) | X |
|---|---|

C4b Trustee expenses - details

| | Number of trustees | £ |
|--|--------------------|---|
| | | |
| | | |
| | | |
| | | |
| | | |

C5 Transactions with trustees and connected persons

| Nature of relationship | Nature of transaction | Transaction amount (£) | Balance outstanding at period end (£) |
|------------------------|-----------------------|------------------------|---------------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |

C6 Other information

Projekt 42

SC045938

Additional analysis (1)

Analysis of receipts and payments

1 Donations

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|----------------------------|------------------------------------|----------------------------------|---|--|---|-----------------------------------|
| Donations with gift aid | 10,601 | | | | 10,601 | 9,584 |
| Donations without gift aid | 6,638 | | | | 6,638 | - |
| | | | | | - | |
| | | | | | - | |
| Total | 17,239 | - | - | - | 17,239 | 9,584 |

2 Grants

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|------------------------|------------------------------------|----------------------------------|---|-----------------------------------|
| Main Grant Big Lottery | | 60,000 | 60,000 | - |
| Childrens Lottery | | 44,829 | 44,829 | - |
| Barchester | | 1,000 | 1,000 | - |
| Cairn Energy | | 10,000 | 10,000 | - |
| Edinburgh Council | 13,853 | | 13,853 | - |
| Thomas Foundation | | 1,000 | 1,000 | - |
| Foundation Scotland | | | - | 2,500 |
| PWC | | | - | 1,000 |
| Robertson Trust | | | - | 13,500 |
| Women's fund | | | - | 2,000 |
| Aberdeen Assets | | | - | 3,109 |
| Mars | | | - | 4,240 |
| Leith Decides | | | - | 9,994 |
| Total | 13,853 | 116,829 | 130,682 | 36,343 |

3 Gross receipts from other charitable activities

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|----------------------|------------------------------------|----------------------------------|---|--|---|-----------------------------------|
| Revenue from classes | 164,858 | | | | 164,858 | 102,740 |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| Total | 164,858 | - | - | - | 164,858 | 102,740 |

4 Payments relating directly to charitable activities

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|-----------------------------|------------------------------------|----------------------------------|---|--|---|-----------------------------------|
| Training | 35 | | | | 35 | 2,344 |
| Fitness instructor | 51,221 | | | | 51,221 | 19,028 |
| Marketing | 1,930 | | | | 1,930 | 682 |
| Business Insurance | | | | | - | 788 |
| Legal and professional fees | 4,751 | | | | 4,751 | 4,476 |
| Subscriptions | | | | | - | 1,912 |
| Studio expenses | 1,841 | | | | 1,841 | 3,268 |
| Sundry expenses | 12,534 | 748 | | | 13,282 | 13,332 |
| Rent & rates | 20,309 | | | | 20,309 | 13,349 |
| Salaries & wages | 2,791 | 78,998 | | | 81,789 | 29,451 |
| Bank charges | 81 | | | | 81 | 57 |
| Counselling fees | 3,828 | | | | 3,828 | |
| Heat & light | 8,032 | | | | 8,032 | - |
| | | | | | - | - |
| Total | 107,353 | 79,746 | - | - | 187,099 | 88,687 |

Additional analysis (2)

5 Breakdown of unrestricted funds

| | Unrestricted fund 1 - enter name of fund below | Unrestricted fund 2 - enter name of fund below | Unrestricted fund 3 - enter name of fund below | Unrestricted fund 4 - enter name of fund below | Total unrestricted funds | Total unrestricted funds last period |
|--|--|--|--|--|-----------------------------|---|
| | Unrestricted funds - general | PWC & Aberdeen Assets | Leith Decides | Edinburgh Council | | |
| Receipts | | | | | | |
| Donations | 17,239 | | | | 17,239 | 9,584 |
| Legacies | | | | | - | |
| Grants | | | | 13,853 | 13,853 | 14,103 |
| Receipts from fundraising activities | | | | | - | |
| Gross trading receipts | | | | | - | |
| Income from investments other than land and buildings | | | | | - | |
| Rents from land & buildings | | | | | - | |
| Gross receipts from other charitable activities | 164,858 | | | | 164,858 | 102,740 |
| Sub total | 182,097 | - | - | 13,853 | 195,950 | 126,427 |
| Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Total receipts | 182,097 | - | - | 13,853 | 195,950 | 126,427 |
| Payments | | | | | | |
| Expenses for fundraising activities | | | | | - | |
| Gross trading payments | | | | | - | |
| Investment management costs | | | | | - | |
| Payments relating directly to charitable activities | 86,414 | 4,109 | 6,497 | 13,853 | 110,873 | 56,153 |
| Grants and donations | | | | | - | |
| Governance costs: | | | | | - | |
| Audit / independent examination | | | | | - | |
| Preparation of annual accounts | | | | | - | |
| Legal costs | | | | | - | |
| Sub total | 86,414 | 4,109 | 6,497 | 13,853 | 110,873 | 56,153 |
| Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | 133,367 | | | | 133,367 | 14,941 |
| Purchase of investments | | | | | - | |
| Sub total | 133,367 | - | - | - | 133,367 | 14,941 |
| Total payments | 219,781 | 4,109 | 6,497 | 13,853 | 244,240 | 71,094 |
| Net receipts / (payments) | (37,684) | (4,109) | (6,497) | - | (48,290) | 55,333 |
| Transfers to / (from) funds | | | | | - | |
| Surplus / (deficit) for year | (37,684) | (4,109) | (6,497) | - | (48,290) | 55,333 |

| | | | | | | |
|------------------------------------|--|--|--|--|--|--|
| Nature and purpose of funds | | | | | | |
|------------------------------------|--|--|--|--|--|--|

Projekt 42

SC045938

Additional analysis (3)

6 Breakdown of restricted funds

| | Restricted fund 1 - enter name of fund below | Restricted fund 2 - enter name of fund below | Restricted fund 3 - enter name of fund below | Restricted fund 4 - enter name of fund below | Total restricted funds | Total restricted funds last period |
|--|--|--|--|--|---------------------------|---------------------------------------|
| | Big Lottery | Childrens Lottery | Barchaster & Thomas Foundation | Mars & Cairn Energy | | |
| Receipts | | | | | | |
| Donations | | | | | - | |
| Legacies | | | | | - | |
| Grants | 60,000 | 44,829 | 2,000 | 10,000 | 116,829 | 22,240 |
| Receipts from fundraising activities | | | | | - | |
| Gross trading receipts | | | | | - | |
| Income from investments other than land and buildings | | | | | - | |
| Rents from land & buildings | | | | | - | |
| Gross receipts from other charitable activities | | | | | - | |
| Sub total | 60,000 | 44,829 | 2,000 | 10,000 | 116,829 | 22,240 |
| Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Total receipts | 60,000 | 44,829 | 2,000 | 10,000 | 116,829 | 22,240 |
| Payments | | | | | | |
| Expenses for fundraising activities | | | | | - | |
| Gross trading payments | | | | | - | |
| Investment management costs | | | | | - | |
| Payments relating directly to charitable activities | 50,601 | 23,724 | | 5,421 | 79,746 | 32,534 |
| Grants and donations | | | | | - | |
| Governance costs: | | | | | - | |
| Audit / independent examination | | | | | - | |
| Preparation of annual accounts | | | | | - | |
| Legal costs | | | | | - | |
| Sub total | 50,601 | 23,724 | - | 5,421 | 79,746 | 32,534 |
| Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | | | 2,000 | 1,291 | 3,291 | |
| Purchase of investments | | | | | - | |
| Sub total | - | - | 2,000 | 1,291 | 3,291 | - |
| Total payments | 50,601 | 23,724 | 2,000 | 6,712 | 83,037 | 32,534 |
| Net receipts / (payments) | 9,399 | 21,105 | - | 3,288 | 33,792 | (10,294) |
| Transfers to / (from) funds | | | | | - | |
| Surplus / (deficit) for year | 9,399 | 21,105 | - | 3,288 | 33,792 | (10,294) |
| Nature and purpose of funds | | | | | | |
| | | | | | | |

APPENDIX 3



| Independent examiner's report on the accounts | | | | | | | v2 |
|--|-----|----------------------------|------|--|-----|-----------------|---|
| Report to the trustees/members of | | Charity name Projekt 42 | | | | | |
| Registered charity number | | SC045938 | | | | | |
| On the accounts of the charity for the period | | Period start date | | | to | Period end date | |
| | Day | Month | Year | | Day | Month | Year |
| 1 | | September | 2018 | | 31 | August | 2019 |
| Set out on pages | | | | | | | (remember to include the page numbers of additional sheets) |

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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 accounts.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 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.

Signed:


Kenneth Kilpatrick

Date:

29 May 2020

Relevant professional qualification(s) or body (if any):

ACCA

Address:

Kilpatrick Accounting
172 Cumbernauld Road
Chryston
Glasgow G69 9NB

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose