

**Stirling Citizens for Sanctuary
Scottish Charity No. SC046404 (SCIO)**

Statement of Receipts and Payments, Apr 2016 – Mar 2017 [see note 1]

<u>Receipts</u>	Total	Unrestricted	Restricted	<u>Notes</u>
Donations	6,075	6,075		2 3
Grants	13,500	1,000	12,500	4
Events	4,003	4,003		5
TOTAL RECEIPTS	23,578	11,078	12,500	
<u>Payments</u>				6
Materials	435	435		7
Crisis & Care Fund	683	683		8
Activities	347	347		9
Snack & Chat	478	478		10
Outings/gifts	1147	1147		11
Admin & Office expenses	352	352		12
Salary and related costs	4,062		4,062	13
TOTAL PAYMENTS	7,504	3,442	4,062	
 <u>Surplus</u>	 16,074			

Balances

Note: All funds are held in a single account at Royal Bank of Scotland.

Opening balance at 01 Apr 2016	0
Surplus	16,074
Closing balance at 31 Mar 2017	16,074

Liabilities

Salary, travel expenses, and related costs of staff member, Apr 2017 – Mar 2018: estimated cost £16,880.

*Accounts approved by SCFS trustees
at board meeting 21/11/17
Signed on behalf of the trustees:
A. H. M. GRANT
Treasurer, SCFS
5/12/17*

Notes to the Accounts

1. These accounts have been prepared using OSCR's Receipts and Payments option.
2. Restricted funds: A grant was received from Stirling Voluntary Enterprise to enable SCfS to employ a Volunteer and Project Coordinator (VPC) on a 4 month pilot basis from mid Nov 2016 to Mar 2017 (£2,000). Subsequent grants from Robertson Trust (£7,000) and Lloyds TSB (£3,500) – specifically as contributions to VPC salary and expenses and related costs - enabled us to appoint the VPC for a further year from 1 April 2017.
3. Donations have been received as individual one off payments or standing orders, payments made through a BT My Donate web page set up for SCfS, contributions received at or following talks we have given, and contributions from groups who have decided to make a donation from their funds.
4. The grants received from Stirling Voluntary Enterprise, Robertson Trust and Lloyds TSB Foundation (see note 2) were specifically designated as a contribution to salary and related costs of the Volunteer and Projects Coordinator.
5. Events: These are run by SCfS both as social occasions and to raise funds; or by other organisations but with SCfS participation or talks. Examples: a coffee morning in June 2016, a concert and ceilidh in Feb 2017, participation in 'Stirling Soup' event in June 2016, an awareness raising event for pupils at Bannockburn Primary School, and two concerts run by others with all or part of the takings given to SCfS.
6. All payments relate to services provided to the Syrian refugees. No remuneration was paid to trustees. Trustees were reimbursed against documented evidence of expenditure on items purchased specifically for the use of service users.
7. Materials: Mainly clothing, toys, and extra items for the Syrians' houses / flats over and above the basic set provided by the Councils. This item also includes the cost of an English-Arabic dictionary for each family, and a reconditioned computer for each family.
8. Crisis & Care: One off payments to meet extra costs, e.g. extra clothing, equipment, visits to sick relatives in UK.
9. Contributions to activities to encourage outdoor and community involvement, e.g. football boots, bicycles, club subscriptions, rent of allotment.
10. Snack & Chat (one per month): snacks and drinks and entertainment at a centre where Syrians and befrienders can meet, share information, attend talks, and have light food and refreshments. As these have developed, the light food supply has benefitted from excellent dishes brought by the Syrians.
11. Outings/gifts: Outings include visits to Wellsfield Farm, Alva Games, a bus outing to St Andrews, and a visit to the pantomime at the Macrobert – often with free or discounted rates provided by the suppliers. Gifts were given to children and families at Christmas.
12. Office and administration expenses: stationery, postage, printer ink, paper, etc; and the expenses of running volunteer training events.
13. The Volunteer & Project Coordinator (VPC) started in mid November for 4 months @ 16 hours per week. The total cost of salary, pension contributions, and payroll administration by SCVO was £994 per month. After receiving grants towards the cost, the contract was extended for a year from 1 April 2017. Increased hours and responsibility resulted in a new total monthly cost of £1,520. This item in the accounts also includes travel expenses for the coordinator to visit families to introduce volunteers, monitor services provided, deliver materials, and attend meetings.

SCfS/Treasurer/Nov-Dec2017

A Angus
5/12/17