

Charity number: SC041770

Hope Kitchen SCIO
Trustees' report and financial statements
for the year ended 31 March 2021

Hope Kitchen SCIO

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Hope Kitchen SCIO

Legal and administrative information

Charity number SC041770

Business address Hope Kitchen
2 Soroba Road
Oban
PA34 5HU

Registered office 2 Soroba Road
Oban
PA34 5HU

Trustees

[REDACTED]

Chair , elected 26/10/12, re-elected 26/07/17

[REDACTED]

Treasurer, co-opted 22 September 2016 and appointed 26 January 2017

[REDACTED]

Co-opted 31 March 2016 and appointed 26 January 2017

[REDACTED]

Co-opted 18 November 2016 and appointed 26 January 2017

[REDACTED]

Co-opted 28 March 2019

Co-opted 2 May 2019

Appointed 30 September 2019

Accountants

R A Clement Associates
Chartered Accountants
5 Argyll Square
Oban
PA34 4AZ

Hope Kitchen SCIO

Report of the trustees for the year ended 31 March 2021

The trustees present their report and the financial statements for the year ended 31 March 2021. The trustees who served during the year and up to the date of this report are set out on page 1.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

Structure, governance and management

Overall structure of the charity

The charity is a Scottish Charitable Incorporated Organisation and was established as an unincorporated association in 2010 receiving charitable status in September 2010. The charity converted to a SCIO in May 2014.

Recruitment and Appointment of Trustees

The Board are the charity trustees. The chair, secretary, treasurer and other members of the Board are re-elected every three years at the Annual General Meeting. All members are eligible to be trustees. The trustees may co-opt other members during the year as appropriate. The maximum number of trustees permitted by the constitution is 7. Employees of the charity are not eligible for membership.

Organisational Structure

The members attend an annual general meeting and elect members to serve on the management committee (Board) at that meeting. The management committee is responsible for general control and supervision of activities and monitoring the charity's finances and staff. There are five paid members of staff who carry out the day to day running of the charity.

Objectives and activities

The charity's purposes are

the advancement of citizenship or community development

the relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage, ensuring that vulnerable people with alcohol, drug and mental health problems in Oban, Argyll are not excluded by their particular circumstances in terms of social welfare and are given opportunities for support.

The charity provides opportunities for support, food, shelter and friendship which are not necessarily available through main stream structures to people with alcohol, drug and mental health problems in Oban.

We currently open:

on a Monday, Tuesday and Wednesday; between 11 am and 6.30 pm; drop in with tea, coffee, soup and snacks, incl evening meal

on Thursday and Friday, 11am to 3pm; soup and sandwich lunch followed by Drop in with tea and coffee.

Hope Kitchen SCIO

Report of the trustees for the year ended 31 March 2021

Achievements and performance

Hope Kitchen , comprising of New Hope and Green Shoots garden, has been extremely well supported throughout this year. People have raised money through sponsored bike rides, online concerts - Oban High School-Fundraising quizzes and raffles. We also received funding from the Big Lottery's Community fund, the Church of Scotland's Go for It fund, the Corra Foundation, Foundation Scotland, Oban Community Council, Oban Community Trust, Groundwork, The Mull and Iona relief Fund, the Robertson Trust, Celtic Football Club, the Rotary Club, and Argyll and Bute Council

The dominant feature of this year has been the continuation of the Covid19 pandemic and the restrictions imposed. As a small, local charity we were able to respond very quickly to the emergency and in the first month of the Covid restrictions we delivered a week's supply of food to 600 people. This was particularly welcome as both the local authority and Scottish Government were unable to coordinate a quick response and so were able to refer people to us for which they were really grateful.

"We both can't thank you enough for the kindness in sending groceries to us. I was just beginning to panic and wonder what to do. My prayers were answered. You are doing an amazing work in our community." (T and F aged 80)

We continued to supply food and essential supplies to over 100 people a week from June to August. The food bank continued to operate when the café opened again in August 2020 with 50 people a week making use of the service. At Christmas we coordinated Christmas Hampers for 400 people. We provided essential food, Christmas presents and Christmas treats. Through the second period of increased restrictions from January to March 2021 we went back to providing over 100 people with weekly food parcels a week.

Although this was a really difficult time for all involved we were able to advise areas that had not been involved in food distribution before to develop a local response. Hope's work was commended by a number of local services and new partnerships were consolidated during this time. The fact that we were able to provide food on the same day as referral was very important. We also recruited a number of new volunteers that helped to deliver food on a daily basis.

A new service was started on [redacted] and [redacted] called [redacted] and [redacted], where local people distributed food and supplies across the islands. As islands, particularly dependent on tourism, they were particularly badly affected by the restrictions and they needed a local approach that we were able to coordinate. We worked with Calmac ferries to ensure that we could get food across to the island.

A lot of the local shops and businesses have supported the food bank with donations such as fresh meat, sweets and treats, fresh fruit and vegetables and tinned items.

Hope Kitchen SCIO

Report of the trustees for the year ended 31 March 2021

New Hope

In July a number of our volunteers redecorated Hope Kitchen inside and out. We purchased new tables, chairs and New Hope was able to open as a café from August to December 2020. During this time we provided 5 lunches a week and 2 dinners. Due to the demand for our services, we recruited a new part time project worker in August. The staff and volunteers showed incredible flexibility and compassion during a very challenging time.

New Hope was open during the Christmas Season and on Christmas day. Although the restrictions meant that we had to have less people at each sitting of a meal we increased the number of sittings of meals so that we could still provide a service to the same amount of people.

In addition to the food service when we were not able to open as a café we provided an invaluable support service to vulnerable people as staff were present in the building and could provide practical help with issues such as benefit access and support to receive medical help.

Projects and Partnerships

1. We started our fellowship café, craft and knitting café's, recovery café- for people experiencing issues with drugs and alcohol and music café. We were one of the only places that provided face to face support during this time and the peer-to-peer support groups were especially welcomed by people experiencing mental health issues and drug and alcohol problems.

2. In October, in partnership with the Link Club we started a group that specifically focused on helping people cope with the impact of Covid19 on their mental health and wellbeing and explored different ways of dealing with issues such as anxiety, loneliness and depression.

3. The Beach Clean started again in the Summer of 2020 and was a great place for folk to meet, contribute to the community and improve their wellbeing. We partnered with the Community Learning Team and so some of our beach cleans were attended by groups of local young people.

Online Support

Some of our services went online. A new Hope Kitchen website was developed that was a lot more accessible to service users, funders and local organisations.

4. We also worked with Oban Lorn and the Isles Mental Health Forum to start a mental health website where people with mental health issues or carers can get up to date information about local and national services. A raffle was organised online which had video updates of our activities as well as a Burns Supper ceilidh.

5. A lot of the local forums were also held online including the Community Planning Partnership, The Mental Health Forum, The Community Food Forum, The Independent Foodbank Network and the Living Well Network. Hope Kitchen played an active role on all of these forums

6. One of the most successful online activities has been our fortnightly virtual YouTube quiz, hosted by our activities coordinator which started in October 2020. On average 120 people took part in the Saturday night quiz. This was particularly welcomed by people living in their own, especially during the winter restrictions.

"Thank you for a great night, I honestly didn't think I would get hardly any tonight, as I've had such a bad week! But it was amazing, I am thrilled with my score tonight, and also the tie break!

I can't wait to tell my friend who calls me every week from the Alzheimer's society, she will be thrilled too! So thanks a million" (J, 75)

Hope Kitchen SCIO

Report of the trustees for the year ended 31 March 2021

Green Shoots Garden

Green Shoots Garden was open throughout at first to vulnerable people who were worst hit by the restrictions and by summers we were open to both groups and volunteers. Due to the increase in workload and demand for services, a Green Shoots Coordinator was recruited in July.

Projects and partnerships

1. Having an outdoor space where people could meet safely was a crucial local resource. We started working closely with Enable to provide a weekly group for people with a learning disability who were badly impacted as their community centre had to close throughout the year. This group helped renovate our disused green house and they came for a day a week and grew lots of fruit and vegetables.
 2. Through a partnership with Argyll and the Isles Countryside Trust and the NHS's community mental health team we provided regular activity packs for 16 people with severe and enduring mental health issues. We provided packs to make bird houses, grow seeds, make planters etc. We also provided instruction videos for these participants. This was an Argyll and Bute wide initiative and a Facebook group helped people share pictures of items they had made, and this quickly became an important online community. From September to December, we deliver 12 weeks of face-to-face sessions for 12 people with mental health issues. We made wooden items using traditional woodworking methods, had fires and helped to support the participants with their mental health.
 3. We were able to provide fresh fruit and vegetables for the café when it was open and then we used the produce for food parcels when the café was shut. We also made preserves with the fruit.
 4. In October we had two young people who start their Working Rite year long apprenticeship. They worked for 3 days a week in the garden and they learned both practical and soft skills to help them towards employment. Both young people had particularly challenging circumstances and they were a fantastic asset to the garden.
- "Coming here closes off the outside world and its difficulties, It makes life a lot better and a lot more pleasurable. It is like turning on a light when I am here and the light is still burning for quite a long time after I have left. For example, I have turned my balcony into an organic garden." (Green Shoots volunteer)

Plans for future periods

Funding has been very forthcoming during this pandemic, especially from local residents and businesses for which we have been very grateful as it helped us immensely in continuing the work of Hope Kitchen during this time. As we were still in the middle of lockdowns, restrictions of various kinds, the Trustees considered it prudent to consolidate our charitable work for the next year. However, when the opportunity arises, we would be looking to increase our hours if possible and days open, possibly into the weekend, but this will depend on funding, staffing and Government restrictions during this time. We still hope to be able to continue to find new and innovative ways of reaching people who need our service and providing them with a platform to have a voice and to have that voice heard.

Hope Kitchen SCIO

Report of the trustees for the year ended 31 March 2021

Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and regulation 9 of the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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.

[REDACTED] of R A Clement Associates was appointed as independent examiner and the trustees recommend that [REDACTED] remains in office until further notice.

This report was approved by the Trustees on

[REDACTED]

Chair

[REDACTED]

Treasurer

Hope Kitchen SCIO

Independent examiner's report to the trustees on the unaudited financial statements of Hope Kitchen SCIO.

I report on the accounts for the year ended 31 March 2021 set out on pages 2 to 13.

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

Respective responsibilities of trustees and independent 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 Act) and the Charities Accounts (Scotland) Regulations 2006. The charity's 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.

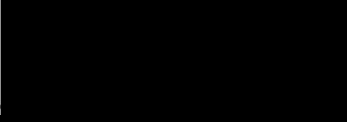

Basis of Independent examiner's statement

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



Chartered Accountant
Independent examiner

28/4/22

Of R A Clement Associates
5 Argyll Square
Oban
Argyll
PA34 4AZ

Hope Kitchen SCIO
Receipts & payments account
For the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Income from					
Donations & Grants	2	71,440	149,014	220,454	121,632
Fundraising activities		9,570	-	9,570	1,553
Other income		1,777	-	1,777	364
Total income		<u>82,787</u>	<u>149,014</u>	<u>231,801</u>	<u>123,549</u>
Expenditure on					
Direct charitable costs		-	14,603	14,603	3,141
Staff costs	3	18,567	103,534	122,101	96,928
Insurance, power, cleaning etc		907	4,170	5,077	5,965
Premises Rent		200	7,120	7,320	7,200
Equipment, repairs & maintenance		4,328	6,192	10,520	4,285
Motor and travelling expenses		136	200	336	3,015
Bookkeeping & payroll fees		193	1,100	1,293	1,902
Independent examiner's remuneration		-	-	-	1,200
Legal and professional fees		-	196	196	41
Communications and IT		1,707	740	2,447	1,392
Other office expenses		752	700	1,452	305
Core - Advertising		72	-	72	-
Core - Activities & Misc		592	250	842	443
Total expenditure		<u>27,454</u>	<u>138,805</u>	<u>166,259</u>	<u>125,817</u>
Net income/(expense) for the year		55,333	10,209	65,542	(2,268)
Transfers between funds		(6,060)	6,060	-	-
Total funds brought forward		49,810	20,773	70,583	72,851
Total funds carried forward		<u>99,083</u>	<u>37,042</u>	<u>136,125</u>	<u>70,583</u>

The notes on pages 11 to 13 form an integral part of these financial statements.

Hope Kitchen SCIO

Statement of Balances as at 31 March 2021

Funds Reconciliation	Notes	Unrestricted Funds	Restricted Funds	2021 £	2020 £
Balance as at 31st March 2020		49,810	20,773	70,583	72,851
Receipts		82,787	149,014	231,801	123,549
Payments		(27,454)	138,805	(166,259)	(125,817)
Transfers between funds		(6,060)	6,060	-	-
Balance as at 31st March 2021		99,083	37,042	136,125	70,583
Bank & Cash Balances					
Cash at Bank		98,577	37,042	135,619	66,736
Cash in Hand		303	-	303	1,081
Paypal balance		203	-	203	2,766
		99,083	37,042	136,125	70,583
Other Assets Held					
Equipment to 31 March 2017	2017	2,002	119	2,121	2,121
Office Equipment	2018	500	-	500	500
Kitchen & Storage Equipment	2018	2,500	-	2,500	2,500
Garden Equipment	2018	300	-	300	300
Laptop and Ipad	2019	747	399	1,146	1,146
Commercial dishwasher	2019	-	2,241	2,241	2,241
Computer	2020	903	-	903	903
Polytunnel	2021	1,012	-	1,012	-
Photocopier	2021	365	-	365	-
Tables & Chairs	2021	2,548	-	2,548	-
2 x chest freezers	2021	507	-	507	-
		11,384	2,759	14,143	9,711
Current assets at year end					
Gift Aid tax reclaimed				-	5,634
				-	5,634
Liabilities at the year end					
Payroll services				163	163
Bookkeeping				-	160
Independent Examination 2020				1,200	1,200
Independent Examination 2021				3,000	-
				4,363	1,523

The notes on pages 11 to 13 form an integral part of these financial statements.

Hope Kitchen SCIO

These accounts were approved by the trustees on 28th April 2022 and signed on their behalf by:


.....


Date 28th April 2022


.....


Date 28th April 2022

The notes on pages 11 to 13 form an integral part of these financial statements.

Hope Kitchen SCIO

Notes to financial statements for the year ended 31 March 2021

Legal Status of the charity

The charity is a registered Scottish Charity and is a Scottish Charitable Incorporated Organisation.

1. Accounting policies

The principal accounting policies adopted are summarised below.

1.1. Expenditure

The charity is not registered for VAT and accordingly expenditure includes all vat which is irrecoverable.

1.2. Defined contribution pension schemes

Employees of the charity are entitled to join a defined contribution "money purchase" scheme. The charity contribution is restricted to the contributions disclosed in note 4. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included in the appropriate cost centres and charged to the relevant fund.

2. Donations & Grants

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Donations & Gift Aid	58,755	7,413	66,168	57,270
Big Lottery	-	78,528	78,528	-
Robertson Trust	5,000	-	5,000	10,000
Argyll & Bute Council	-	-	-	5,347
Other grants receivable	5,000	63,073	68,073	49,015
Job retention scheme grants	2,685	-	2,685	-
	<u>71,440</u>	<u>149,014</u>	<u>220,454</u>	<u>121,632</u>

In the prior year £57,270 of income was unrestricted with the balance being restricted.

Hope Kitchen SCIO

Notes to financial statements for the year ended 31 March 2021

3. Employees

Employment costs	2021	2020
	£	£
Wages and salaries	120,095	93,764
Pension costs	2,006	1,826
Training & volunteer costs	-	1,338
	<u>122,101</u>	<u>96,928</u>

No employee received emoluments of more than £60,000 (2020 : None).

Trustees' expenses and remuneration

The charity trustees were not paid and did not receive any remuneration, benefits in kind or reimbursement of expenses in their capacity as trustee during the year. No trustee received payment for professional or other services supplied to the charity.

4. Pension costs

The company operates a defined contribution pension scheme. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and was as follows:

	2021	2020
	£	£
Pension charge	<u>2,006</u>	<u>1,826</u>

5. Unrestricted funds

	At	Income Expenditure		At
	1 April	£	£	31 March
	2020	£	£	2021
	£	£	£	£
General Fund	25,810	82,787	(27,454)	81,143
Reserve Fund	24,000	-	-	24,000
	<u>49,810</u>	<u>82,787</u>	<u>(27,454)</u>	<u>105,143</u>

Hope Kitchen SCIO

Notes to financial statements for the year ended 31 March 2021

6. Restricted funds	At				At
	1 April 2020	Income	Expenditure	Transfers	31 March 2021
	£	£	£	£	£
Big Lottery	-	78,528	(70,648)	-	7,880
Greenshoots	-	5,792	(792)	-	5,000
Working on making waves project	-	10,440	(16,500)	6,060	-
Comic Relief	7,773	-	(7,773)	-	-
Mull & Iona Foodbank	-	11,893	(3,938)	-	7,955
NHS Highland	10,000	-	(10,000)	-	-
Covid funding	3,000	12,241	(5,241)	-	10,000
Corra Foundation	-	14,380	(14,380)	-	-
Celtic FC Foundation	-	2,500	(2,500)	-	-
Food bank	-	13,240	(7,033)	-	6,207
	<u>20,773</u>	<u>149,014</u>	<u>(138,805)</u>	<u>6,060</u>	<u>37,042</u>

Purposes of restricted funds

Big Lottery	Salaries and associated costs
Greenshoots	Green shoots project
Working on making waves project	Community project
Comic Relief	Mental health website
Mull & Iona Foodbank	Community project
NHS Highland	Recovery group - future work
Covid funding	Future costs
Corra Foundation	Community wellbeing fund
Celtic FC Foundation	Restricted to costs in December to January
Food bank	