

Company registration number: SC300676

Charity registration number: SC037374

The Borders Green Team Enterprises

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

The Borders Green Team Enterprises

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The Borders Green Team Enterprises

Reference and Administrative Details

Trustees	L Scott G Sprott E Sneddon J Telfer
Secretary	S Bennett
Charity Registration Number	SC037374
Company Registration Number	SC300676
Registered Office	The charity is incorporated in Scotland. Unit 4 Weensland Mill Hawick TD9 9PS
Independent Examiner	David Campbell 27 North Bridge Street Hawick TD9 9BD
Bankers	Unity Trust Bank Nine Brindleyplace Birmingham B1 2HB

The Borders Green Team Enterprises

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Objectives and activities

Objects and aims

The principal object of the company is to advance education and meet the needs of people with learning difficulties and other vulnerable adults in the Scottish Borders, without distinction of gender, sexuality, political, religious or other opinions, so that their conditions of life may be improved.

Objectives, strategies and activities

Our Service Level Agreement with Scottish Borders Council to provide the training places, is due to be increased by 5% with the increment due in late summer.

Public benefit

The Trust activities are undertaken for the benefit of all in line with its core objectives.

Use of volunteers

The company is grateful for the unstinting efforts of its volunteers who are involved in service provision and fundraising.

Achievements and performance

At the end of the year, we can again reflect on the effects the COVID-19 pandemic has had on the Borders Green Team Enterprises. While lockdown has remained a thing of the past, it is clear that "The Green Team" has been trading in an uncertain world. However, towards the end of the year, we believe trading has picked up and more work has been sought to take us into the new financial year. As always, the Green Team's customer base has provided a large part of our income and this base should continue to grow throughout 2023-24, with new contracts being agreed and older contracts renewed.

The Board must thank all the staff; volunteers and everyone connected to the Green Team for their continued support; hard work and commitment to the success of the Team over the past financial year. We hope that we shall continue into the forthcoming years in the same manner.

Financial review

There is a deficit of £1,932 for the year.

Policy on reserves

The Borders Green Team will aim to hold at a minimum £50,000 in a reserve bank account which is a basic 6 months running costs, funds will be transferred to this account as and when available to ensure that the minimum is attained and kept.

Principal funding sources

The main funding for 2022/23 has been achieved through grants and self generated income.

Investment policy and objectives

All cash is held on interest bearing accounts. Trustees review the rate of return on a regular basis.

Plans for future periods

Aims and key objectives for future periods

As we move forward into the new financial year, 2023-24, we continue to strive to be in a better position to develop and grow. Our emphasis is on providing work and training places for adults with learning disabilities. Due to the pandemic restrictions, our trainees' time with the "Green Team" has again been reduced as we focussed on their safety and health. We hope that 2023-24 will see no further need to reduce participation levels for our trainees.

The Borders Green Team Enterprises

Trustees' Report

Structure, governance and management

Nature of governing document

The company, which is a recognised charity in Scotland, is a charitable company limited by guarantee and was set up by a Memorandum of Association on 12 April 2006. Its charity number is SC037374.

Recruitment and appointment of trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum and Articles of Association.

Organisational structure

A Board of Trustees meets on a monthly basis to review financial information and assess the short term objectives and progress.

Relationships with related parties

Directors

The directors held no beneficial interest in the Trust assets or activities during the period.

Major risks and management of those risks

General risk

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

Funds held as custodian trustee on behalf of others

No funds are held on behalf of other organisations.

The Borders Green Team Enterprises

Trustees' Report

Statement of trustees' responsibilities

The trustees (who are also the directors of The Borders Green Team Enterprises for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company 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 charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 3 August 2023 and signed on its behalf by:



L. Stott
Trustee

The Borders Green Team Enterprises

Independent Examiner's Report to the trustees of The Borders Green Team Enterprises

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on pages 6 to 15 .

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the 2006 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 report

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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 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 8 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.



David Campbell
ICAS

27 North Bridge Street
Hawick
TD9 9BD

3 August 2023

The Borders Green Team Enterprises

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	3	3,402	51,101	54,503
Other trading activities	5	89,984	-	89,984
Investment income	6	131	-	131
Total income		93,517	51,101	144,618
Expenditure on:				
Raising funds		(6,785)	-	(6,785)
Charitable activities	7	(88,664)	(51,101)	(139,765)
Total expenditure		(95,449)	(51,101)	(146,550)
Net expenditure		(1,932)	-	(1,932)
Net movement in funds		(1,932)	-	(1,932)
Reconciliation of funds				
Total funds brought forward		25,725	-	25,725
Total funds carried forward	15	23,793	-	23,793
	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	3	1,265	44,602	45,867
Other trading activities	5	81,796	-	81,796
Investment income	6	14	-	14
Total income		83,075	44,602	127,677
Expenditure on:				
Raising funds		(12,127)	-	(12,127)
Charitable activities	7	(71,327)	(45,477)	(116,804)
Total expenditure		(83,454)	(45,477)	(128,931)
Net expenditure		(379)	(875)	(1,254)
Net movement in funds		(379)	(875)	(1,254)
Reconciliation of funds				
Total funds brought forward		26,104	875	26,979
Total funds carried forward	15	25,725	-	25,725

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 15.

The Borders Green Team Enterprises

(Registration number: SC300676)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Current assets			
Debtors	13	7,209	3,690
Cash at bank and in hand		<u>17,608</u>	<u>24,737</u>
		24,817	28,427
Creditors: Amounts falling due within one year	14	<u>(1,024)</u>	<u>(2,702)</u>
Net assets		<u>23,793</u>	<u>25,725</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>23,793</u>	<u>25,725</u>
Total funds	15	<u>23,793</u>	<u>25,725</u>

For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 6 to 16 were approved by the trustees, and authorised for issue on 3 August 2023 and signed on their behalf by:


L Scott
Trustee

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Charity status

The charity is limited by guarantee, incorporated in Scotland, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Unit 4
Weensland Mill
Hawick
TD9 9PS

These financial statements were authorised for issue by the trustees on 3 August 2023.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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 (FRS 102) and the Companies Act 2006.

Basis of preparation

The Borders Green Team Enterprises meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in Sterling (£) and rounded to the nearest £1.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Transition to FRS 102

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was required. No restatements are required as a result of the transition to FRS 102.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Other income

Sales income is recognised as earned (that is, as the related goods or services are provided).

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Recognition and measurement

Where shares are issued, any component that creates a financial liability of the company is presented as a liability in the balance sheet. The corresponding dividends relating to the liability component are charged as an interest expense in the profit and loss account.

Impairment

At the end of each reporting period financial instruments measured at fair value are assessed for objective evidence of impairment. The impairment loss is recognised in the profit and loss account.

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from individuals	1,902	-	1,902
Grants, including capital grants;			
Government grants	-	44,601	44,601
Grants from other charities	1,500	6,500	8,000
Total for 2023	3,402	51,101	54,503
Total for 2022	1,265	44,602	45,867

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

4 Grant income

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Scottish Borders Council	-	44,601	44,601	44,602
Robertson Grant	1,500	6,500	8,000	-
	1,500	51,101	52,601	44,602

5 Income from other trading activities

	Unrestricted funds General £	Total funds £
Trading income;		
Sales of goods and services	89,984	89,984
Total for 2023	89,984	89,984
Total for 2022	81,796	81,796

6 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income;		
Interest receivable on bank deposits	131	131
Total for 2023	131	131
Total for 2022	14	14

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

7 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total funds £
Staff costs		44,333	38,501	82,834
Allocated support costs	8	36,937	12,600	49,537
Governance costs	8	7,394	-	7,394
Total for 2023		88,664	51,101	139,765
Total for 2022		71,327	45,477	116,804

8 Analysis of governance and support costs

Raising funds expenditure

Costs of generating donations and legacies

	Basis of allocation	Unrestricted funds General £	Total funds £
Trading Items	A	6,785	6,785
Total for 2023		6,785	6,785
Total for 2022		12,127	12,127

Charitable activities expenditure

	Basis of allocation	Unrestricted funds General £	Restricted funds £	Total funds £
Volunteer expenses	A	802	-	802
Motor upkeep	A	16,761	-	16,761
Equipment repairs	A	12,344	-	12,344
Heat and light	A	119	1,000	1,119
Rent and rates	A	-	10,600	10,600
Repairs and maintenance	A	(38)	1,000	962
Office expenses	A	1,619	-	1,619
Sundries	A	1,438	-	1,438
Insurance	A	3,892	-	3,892
Total for 2023		36,937	12,600	49,537
Total for 2022		27,827	11,477	39,304

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

Basis of allocation

Reference	Method of allocation
A	Direct allocation

Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	934	934
Allocated support costs	<u>6,460</u>	<u>6,460</u>
Total for 2023	<u>7,394</u>	<u>7,394</u>
Total for 2022	<u>7,655</u>	<u>7,655</u>

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses from the charity during the year.

10 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	80,151	68,031
Social security costs	1,324	519
Pension costs	1,359	1,295
	82,834	69,845

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
Direct staff	5	4

No employee received emoluments of more than £60,000 during the year.

11 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	934	359

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Debtors

	2023 £	2022 £
Trade debtors	3,827	408
Prepayments	3,382	3,282
	7,209	3,690

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	613	2,295
Accruals	411	407
	1,024	2,702

The Borders Green Team Enterprises

Notes to the Financial Statements for the Year Ended 31 March 2023

15 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
General	25,725	93,517	(95,449)	23,793
Restricted funds	-	51,101	(51,101)	-
Total funds	<u>25,725</u>	<u>144,618</u>	<u>(146,550)</u>	<u>23,793</u>
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
General	26,104	83,075	(83,454)	25,725
Restricted funds	875	44,602	(45,477)	-
Total funds	<u>26,979</u>	<u>127,677</u>	<u>(128,931)</u>	<u>25,725</u>

The specific purposes for which the funds are to be applied are as follows:

Restricted funds represent unspent grants that were provided by various bodies to assist in delivering the main aims of the charity.

16 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 March 2023 £
Current assets	24,817	24,817
Current liabilities	(1,024)	(1,024)
Total net assets	<u>23,793</u>	<u>23,793</u>
	Unrestricted funds General £	Total funds at 31 March 2022 £
Current assets	28,427	28,427
Current liabilities	(2,702)	(2,702)
Total net assets	<u>25,725</u>	<u>25,725</u>

The Borders Green Team Enterprises

Income and Expenditure Account

Year ended 31 March 2023

	2023		2022	
Income	£	£	£	£
Contract Work		89,984		81,796
Grants		52,601		44,602
Covid grants & support				0
Interest received		131		14
Donations		1,902		1,265
		<u>144,618</u>		<u>127,677</u>
Expenditure				
Salaries	80,151		68,031	
Pension	1,359		1,295	
Employers NIC	1,324		519	
Trading Items	6,785		12,127	
Volunteer Expenses	802		701	
Heat & Light	1,119		2,089	
Property repairs	962		1,405	
Rent & Rates	10,600		10,602	
Machinery Expenses	12,344		5,220	
Motor Expenses	16,761		12,636	
Accountancy fees	934		359	
Consultancy fees	6,460		6,780	
Training	0		270	
Administration	5,511		5,151	
Sundry	1,438		1,746	
		<u>146,550</u>		<u>128,931</u>
Surplus (deficit) for the year		<u>(1,932)</u>		<u>(1,254)</u>

