

LIVING MEMORY ASSOCIATION

Company number SC 247744

Charity registration number SC 030234

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

Reference and Administrative Details

Company Registration No:	SC247744
Charity Registration No:	SC030234
Trustees:	Evelyn Whitfield Anne Munro Mark Hayward
Company Secretary:	Heather Robertson
Advisory Committee Members:	Miles Tubb (Chair) John McCaughie Joyce Miller Francis Priest David Donaldson Maureen Sweeney Stanley Eadie Delphine Tirole Stephen Davidson Margaret Maguire Abigail Cunningham
Registered Office:	25 Piershill Terrace EDINBURGH EH8 7EY
Solicitors:	Gillespie Macandrew 5 Atholl Crescent EDINBURGH EH3 8EJ
Bankers:	Bank of Scotland 6 Picardy Place EDINBURGH EH1 3JT
Independent Examiner:	Christopher Spalding C.A. (ICAS) James Anderson & Co Chartered Accountants Pentland Estate Straiton EDINBURGH EH20 9QH

**Report of the Trustees
For the Year ended 31 March 2022**

The trustees who are also the directors present their annual report and financial statements of the charity for the year ended 31 March 2022.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association and 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).

Objectives and Activities

The objectives of the charitable company are to bring people together in order that through reminiscence and oral history work they can be actively involved in their community, share their memories, learn from one another, feel valued and respected and give their knowledge of the past to younger generations. Information gathered is archived and accessible to the public.

Aims

To use reminiscence and community history to:-

- Help alleviate loneliness amongst older people
- Bring different generations together
- Bring those of different backgrounds together
- Increase the capacity of others to undertake their own reminiscence projects
- Make use of the creative arts in the presentation of memories collected
- Build up a new archive for future generations
- Offer opportunities through volunteering
- Present information collected to the wider public

Activities

We are achieving our aims through the following activities:-

- Use of high profile premises at The Wee Museum of Memory in Ocean Terminal Shopping Centre
- Running a series of reminiscence groups both at the centre and in venues across the city
- Keeping in touch via podcasts, Zoom and WhatsApp
- Running a home visitation scheme for those who are housebound
- Running a training programme in reminiscence skills
- Running cross generational projects
- Running arts and drama projects
- Supporting a team of volunteers from all backgrounds
- Collecting, documenting and archiving memories and material collected
- Presenting a series of exhibitions and producing books and websites containing material collected
- Working in collaboration with organisations from all sectors across the city

We evaluate our work through a continuous process of monitoring and evaluation which examines the delivery of the programme, its quality and whether or not our targets have been achieved. Interim findings are analysed and used to change how we do things if necessary and reflect new knowledge and insights.

We collect data using the following indicators; examine the extent to which people are engaging with the project, use of baseline surveys, feedback forms, group discussion and registers of people attending. The review process continually tracks and checks that our targets are being achieved within the planned timescales.

**Report of the Trustees (continued)
For the Year ended 31 March 2022****Achievements & Performance**

We began this financial year coming out of our third covid lockdown. Operating under Government guidelines, we opened to restricted numbers of visitors, a one way system around the museum and of course, face masks. It would be a while before we would be able to once again have groups visiting but we were one of the first museums to reopen after lockdown. We continued to develop practices to keep people connected through reminiscence producing online content via our podcasts, social media and provision of training and reminiscence to groups virtually via the Zoom and Teams platforms. Our monthly newsletter continued to gain readership and is available online and via old fashioned post. The Wee Museum's visitor numbers climbed steadily over the summer and June, July, August and September footfall was at pre covid levels - over 5000 people came through the doors in September.

We have always been keen to collaborate with other projects and in early summer we began discussions with Spirit of Leithers Facebook group about a joint project called 'Old Leith Rediscovered'. Using Goad's insurance maps of Leith from the 1890s the project would utilise old photographs, memories of Leith streets and historical documents to produce an interactive app. A very exciting prospect - the marrying of heritage with new technology and an interactive app available online, on PC or mobile phone. The National Library of Scotland who had recently digitised the maps were very keen to work together in this way. The project was awarded a National Lottery Heritage Fund grant in October 2021. As part of the project we took on a second unit on the ground floor of Ocean Terminal which we called - 'Spirit of Leithers at The Wee Museum of Memory' - a gallery and community space dedicated to Leith. Spirit of Leithers Facebook group has large online presence all over the world and this collaboration has really helped increase our audience. Our thanks to Fraser Parkinson, Rhona Alcorn and Vasilis Karaikos for all their work on this project. The Living Memory Association has now been based in Leith for over nine years. We are the only existing, fully open museum in Leith at present.

Probably the biggest change in the way we will operate for the next two years began as a suggestion from Ocean Terminal's management in October. Would we consider taking on the old empty Debenhams store? Two floors- 66000 sq feet or 6000 sq meters. After much consideration we decided it was too interesting a project to turn down. It took another six months for us to take over the space officially. We have created the ironically titled 'Wee Hub - where big things happen' open seven days a week and free to all. On the first floor we have a variety of heritage, arts and community organisations, a large children's play area, a dance floor and our own heritage displays. The ground floor is access only when projects are providing or running workshops. Projects that came on board from start were Salle Holyrood Fencing Club, Thistle Model Makers, Citadel Youth, Edinburgh Blues and Jazz Carnival, Newhaven Heritage Group and Tinderbox. The sorting of this immense space was quite an undertaking and we need to give considerable thanks to Caroline Kaye for not only the physical work she has put in but for her tremendous enthusiasm and organisational skills. It was a fantastic LMA team effort to get the place open for business on April 11th 2021.

In January, Louise Meiklejohn joined the team and is working on helping us become an accredited museum. This will be a tremendous boost to our work with potential to raise our profile and increase our funding.

In October, we took the opportunity to become part of the Government's Kickstarter employment programme. A work scheme that allowed us employ people aged 16 to 23 years with wages funded by the Government. We took on four people who helped us in both The Wee Museum and The Wee Hub.

The Wee Museum of Memory in Livingston is now open five days a week including occasional Saturdays. West Lothian Museum Service continue to do much of their public facing work at the Wee Museum and we worked closely with them on a project marking the 60th anniversary of Livingston's designation as a new town. Thank you to our worker in Livingston, Alistair Fenton.

We continue to provide our core services to the community through the use of reminiscence, as we have done for the last 35 years running a varied programme including reminiscence groups, art and singing groups and cross generational projects. However, one of our strengths has always been to adapt and embrace new ways of working. Adapt, survive and hopefully flourish. Our taking on of the old Debenhams unit has been a challenge and a definite change in direction. Our time at Ocean Terminal has proved how a charity can work directly and successfully with the commercial and retail sectors. The Wee Hub has taken this a step further. Ocean Terminal fully fund the utility bills and pay a full time staff position. It will be interesting to see how this relationship develops in the future.

We are extremely grateful to our many funders including National Lottery Community Fund, National Lottery Heritage Fund, Culture and Business Scotland, Integrated Joint Board, Impact Funding Partners, Independent Age, The Life Changes Trust, Museums and Galleries Scotland, The Robertson Trust and Visit Scotland among others and to our ongoing support from Ocean Terminal.

We always end with a big thank you to volunteers and staff for their all support over the year. It is vital to our work. We have always been lucky to have a solid team driving us forward. If we continue to expand and diversify, this fantastic team will be all the more important as we go forward into new territories and new ventures.

Report of the Trustees (continued)
For the Year ended 31 March 2022**Financial Review****Unrestricted funds**

Income for the year on the unrestricted fund was £68,730 (2021: £147,871) and expenditure totalled £64,812 (2021: £83,151) resulting in a surplus for the year of £3,918 (2021: £64,720). The balance on the unrestricted fund at the year end was £66,518 (2021: £69,261).

Restricted funds

Restricted income for the year was £223,182 (2021: £147,366) and expenditure totalled £223,241 (2021: £123,550). The balance on restricted funds at the year end is £57,028 (2021: £50,426).

Further details of the movements on the charity funds are provided at note 13 on page 15.

Reserves Policy

In line with good practice, Living Memory Association's financial policy remains to maintain reserves at a level which allows the company to operate from year to year. At 31 March 2022 our total funds stand at £123,546 of which £57,028 refers to restricted funds.

The Board of Trustees are satisfied with the level of reserves however are committed to adding to this level wherever possible through income generated through training, provision of services and fundraising activities.

Future plans

Looking toward the future we are beginning the process of becoming an accredited museum. This would open up more funding streams as well as opportunities for training and development opportunities for staff and volunteers. It would raise our profile as a visitor attraction, create opportunities for joint projects with other accredited museums and increase our presence in the tourist sector. The process is making us focus on our collections policy, donations systems and our constitution and think about the overall future of the Living Memory Association.

Structure Governance and Management*Governing Document*

Living Memory Association is a charitable company limited by guarantee and is governed by its Memorandum and Articles of Association.

Recruitment and appointment of new trustees

Living Memory Association trustees are appointed at the Company's Annual General meeting. The trustees are recruited to maintain a balance of skills within the committee. New trustees are briefed on their legal obligations, the contents of the Memorandum & Articles of Association, the committee and decision making processes, the business plan and the recent financial performance of the charity.

Organisational Structure

The trustees are assisted by the advisory committee and the chair in the running of the charity, these positions are held by members of the charity. Two of the trustees work as volunteers and therefore are involved with the day to day management of the company. The trustees and advisory committee meet on average eight occasions a year to carry out management and financial reviews.

Key management remuneration

The trustees consider the Board of Trustees and the advisory committee as comprising the key management personnel of the charity, in charge of directing and controlling the charity and running and operating the charity on a day to day basis. All trustees give of their time freely and no trustee remuneration was paid in the year. The pay of senior staff is reviewed annually and is benchmarked against pay within the charitable sector.

**Report of the Trustees (continued)
For the Year ended 31 March 2022****Structure Governance and Management Continued***Risk Management*

The Board of Trustees regularly reviews the major risks to the charity. The challenge in generating ongoing funding is a major risk faced by the charity due to the reliance placed on core funding to meet the charity's obligations.

In response to the outbreak of COVID-19 the charity has implemented policies and procedures to ensure the continuity of our service provision whilst not compromising the safety of our visitors and staff.

The trustees are confident that:

- The risk assessment procedures undertaken are satisfactory.
- The major risks to which the charity is exposed have been identified.
- Suitable action has been taken to mitigate these risks.

Share Capital

The company is limited by guarantee and has no share capital.

Statement of Responsibilities of the Trustees

The charity's trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

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

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

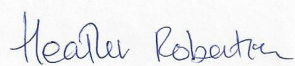
The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has been prepared in accordance with the small provisions of Part 15 of the Companies Act 2006 relating to small companies.

Independent Examiner

Christopher Spalding C.A. has indicated his willingness to continue in office and a resolution proposing his re-appointment will be put to the Annual General Meeting.

This report was approved by the board on 2022 and signed on its behalf:



Heather Robertson
Secretary

**Independent Examiner's Report to the Trustees of Living Memory Association
For the Year ended 31 March 2022**

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 7 to 16.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors 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 charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) 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 was 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required by 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 to 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.

Christopher Spalding C.A. (ICAS)
James Anderson & Co
Chartered Accountants
Pentland Estate
STRAITON
Edinburgh
EH20 9QH

2022

Statement of Financial Activities
(Incorporating Income & Expenditure Account)
For the Year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income from:					
Donations	5	39,945	-	39,945	42,277
Charitable activities					
- <i>Grants</i>	6	20,990	223,182	244,172	214,127
- <i>Coronavirus Job Retention Scheme</i>		7,315	-	7,315	37,013
- <i>Other</i>	7	480	-	480	1,820
Total income		<u>68,730</u>	<u>223,182</u>	<u>291,912</u>	<u>295,237</u>
Expenditure on:					
Charitable activities	8	<u>64,812</u>	<u>223,241</u>	<u>288,053</u>	<u>206,701</u>
Total expenditure		<u>64,812</u>	<u>223,241</u>	<u>288,053</u>	<u>206,701</u>
Net income		3,918	(59)	3,859	88,536
Transfer between funds	13	<u>(6,661)</u>	<u>6,661</u>	<u>-</u>	<u>-</u>
Net movement in funds		(2,743)	6,602	3,859	88,536
Reconciliation of funds:					
Total funds brought forward		<u>69,261</u>	<u>50,426</u>	<u>119,687</u>	<u>31,151</u>
Total funds carried forward	13	<u>66,518</u>	<u>57,028</u>	<u>123,546</u>	<u>119,687</u>

Balance Sheet
As at 31 March 2022

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	9	979	1,958
Current assets			
Debtors	10	1,000	10,030
Cash at bank & on hand		128,286	112,997
		129,286	123,027
Liabilities			
Creditors: amounts falling due within one year	11	6,719	5,298
Net current assets		122,567	117,729
Net assets		123,546	119,687
The funds of the charity			
Unrestricted fund	13	66,518	69,261
Restricted funds	13	57,028	50,426
Total charity funds		123,546	119,687

The notes at pages 9 to 16 form part of these accounts.

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

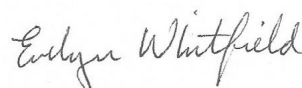
The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Trustees on 2022 and were signed on its behalf by:

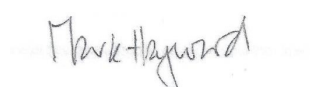
Evelyn Whitfield

Director



Mark Hayward

Director



**Notes to the Financial Statements
For the Year ended 31 March 2022****1. Statutory information**

Living Memory Association is a private company, limited by guarantee with charitable status and registered in Scotland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The company's registration number and registered office address can be found on the Reference and Administrative Details page.

The presentation currency of the financial statements is the Pound Sterling (£).

2. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of accounting

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 2019) - Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

Living Memory Association meets the definition of a public benefit entity under FRS 102.

The financial statements are prepared on a going concern basis under the historical cost convention.

b) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

c) Donated goods, facilities & services

Donated goods, facilities and services are recognised as income when the charity has control over the item(s), any conditions attached have been met, the receipt of economic benefit from the use of the item(s) is probable and the economic benefit can be measured reliably. In accordance with the Charities SoRP (FRS102) general volunteer time is not recognised in the accounts. Information regarding the contribution of volunteers is provided in the Report of the Trustees.

On receipt, donated goods, services and facilities are recognised on the basis of the value of the gift to the charity which is the amount that the charity would have to pay to obtain the equivalent economic benefit on the open market. A corresponding amount is also recognised in expenditure in the period of receipt.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grant have been met, it is probable that the income will be received and the amount can be measured reliably.

In the event that a donation or grant is subject to conditions that require a level of performance 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 those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included upon notification of the interest paid or payable by the bank.

Income received in advance of a service being provided is deferred until the criteria for income recognition are met.

Notes to the Financial Statements (Continued)**e) Expenditure**

Expenditure is recognised as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the statement of financial activities.

Expenditure on charitable activities includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates and 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.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grants. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the charity.

f) Funds

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is in the notes to the financial statements.

g) Tangible fixed assets and depreciation

Expenditure is capitalised as a fixed asset where it represents either a fixed asset or enhancement to an existing asset. Depreciation is provided at the following annual rates in order to write off each asset over its expected useful life less estimated residual value.

Computer equipment – over three years straight line

h) Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

i) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

j) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

k) Pension costs

The charitable company operates a money purchases (defined contribution) scheme. The contributions payable for the year are charged to the Income and Expenditure account.

Notes to the Financial Statements (Continued)

l) Taxation

The charity is exempt from corporation tax on its charitable activities.

m) Operating leases

Rentals payable under operating leases are charged to the Income and Expenditure Account on a straight line basis over the period of the lease.

3. Related party transactions

No trustee received any remuneration during the current or previous year.

Travel & subsistence costs totalling £ 2,251 (2021: £2,471) were reimbursed to 5 (2021: 4) key management personnel during the year.

4. Employee information

	2022 £	2021 £
Wages & salaries	142,519	108,241
Social security costs	4,994	3,814
Pension costs	9,721	7,157
	<u>157,234</u>	<u>119,212</u>

The average monthly number of employees during the year was:

	No.	No.
Management	1	1
Charitable	9	6
	<u>10</u>	<u>7</u>

No staff member is remunerated at a level in excess of £60,000 per annum.

Total key management remuneration was:

	2022 £	2021 £
Total benefits	<u>79,903</u>	<u>71,358</u>

5. Income from donations

Cordis Charitable Trust	-	5,424
Other donations < £1k	3,945	853
Donated facilities	36,000	36,000
<i>Total unrestricted donations</i>	<u>39,945</u>	<u>42,277</u>

Notes to the Financial Statements (Continued)

6. Income from charitable activities - Grants

	2022	2021
	£	£
Community Mental Health & Wellbeing	10,948	-
The National Lottery Community Fund	-	12,264
The National Lottery Community Fund	34,976	-
Edinburgh Integration Joint Board (formerly Edinburgh Voluntary Organisations' Council Prevention Investment Fund)	29,209	24,665
Impact Funding Partners	3,943	16,550
Visit Scotland	13,600	32,000
Museums Galleries Scotland – Recovery & Resilience	20,848	29,446
The National Lottery Heritage Fund	-	13,300
The National Lottery Heritage Fund	45,050	-
Hunter Foundation Wellbeing Fund	-	5,301
Lifecare – Supporting Communities Fund	-	5,000
Museums Galleries Scotland COVID-19 Adaptation Fund	-	4,840
Foundation Scotland	-	4,000
Life Changes Trust	14,351	-
Independent Age	10,500	-
Culture & Business Fund	30,934	-
Kickstart	8,823	-
<i>Total restricted grants</i>	<u>223,182</u>	<u>147,366</u>
Adapt & Thrive	-	50,178
West Lothian Council – Closure	7,000	7,500
Edinburgh Council – Temporary closure	13,000	6,000
Age Scotland	990	-
Bank of Scotland Foundation – Contingency	-	2,083
Corra Foundation– Resilience Fund	-	1,000
<i>Total unrestricted grants</i>	<u>20,990</u>	<u>66,761</u>
7. Income from charitable activities – Other		
Training	480	820
MacLay Civil Engineering – mural project	-	1,000
<i>Total unrestricted income</i>	<u>480</u>	<u>1,820</u>

Notes to the Financial Statements (Continued)

8. Expenditure on charitable activities

	Total 2022 £	Total 2021 £
Wages & national insurance	147,513	112,055
Pension contributions	9,721	7,157
Staff expenses	1,130	1,488
Volunteer expenses	4,288	4,286
Freelance workers' fee	19,714	20,200
Supervision/Management	3,811	-
Rent of units (donated facilities)	36,000	36,000
Upkeep property, cleaning & PPE	4,962	4,458
Insurance	1,082	893
Water rates	422	1,756
Training	2,270	-
IT, stationery & office costs	3,848	3,309
Project specific costs	27,313	4,312
Travel	3,818	-
Office costs	8,067	-
Heat & light	727	346
Website, publicity & promotion	9,214	5,000
Independent examiner's fee	2,280	2,100
Payroll processing & job retention claims	894	1,320
Depreciation	979	979
Sundry	-	1,042
	288,053	206,701
Charged to - Unrestricted fund	64,812	83,151
- Restricted funds	223,241	123,550

9. Tangible fixed assets

	Computer equipment £
Cost	
31 March 2021	7,554
Disposals	-
Additions	-
31 March 2022	7,554
Depreciation	
31 March 2021	5,596
Eliminated on disposals	-
Charge for the year	979
31 March 2022	6,575
Net Book Value	
31 March 2022	979
31 March 2021	1,958

Notes to the Financial Statements (Continued)

	2022 £	2021 £
10. Debtors		
Rent deposit	1,000	1,000
Other debtors	-	9,030
	<u>1,000</u>	<u>10,030</u>

	2022 £	2021 £
11. Creditors		
Amounts falling due within one year		
Social security & other taxes	3,330	2,598
Sundry creditors & accruals	3,389	2,700
	<u>6,719</u>	<u>5,298</u>

12. Pension costs

The company operates a money purchase (defined contributions pension scheme). The assets of the scheme are held separately from those of the charitable company in independently administered funds. The pension cost represents contributions payable by the company to the fund and amounted to £9,721 (2021: £7,157).

Pension contributions are made in respect of 13 members of staff (2021: 7).

Notes to the Financial Statements (Continued)

13. Statement of funds	Balance				Balance
<i>Current year</i>	31 March 2021	Income	Expenditure	Transfers	31 March 2022
	£	£	£	£	£
Unrestricted fund	69,261	68,730	(64,812)	(6,661)	66,518
Restricted funds					
Edinburgh Integration Joint Board	5,191	29,209	(37,843)	3,443	-
National Lottery Community Fund	674	34,976	(34,505)	-	1,145
The National Lottery Heritage Fund- - Our Gala Days	982	-	(2,856)	1,874	-
The National Lottery Heritage Fund	507	-	(253)	-	254
The National Lottery Heritage Fund		45,050	(45,593)	-	(543)
Life Changes Trust		14,351	(14,276)	(75)	-
Independent Age		10,500	(10,617)	117	-
Culture & Business Fund		30,934	(6,977)	-	23,957
Kickstart		8,823	(8,495)	-	328
The Hunter Foundation - Wellbeing Fund	500	-	(250)	-	250
Impact Funding Partners	3,112	3,943	(4,013)	-	3,042
National Lottery Heritage Fund - 'Strike up the Band'	2,007	-	-	-	2,007
Community Mental Health & Wellbeing Craigentinny & Duddingston Neighbourhood Partnership	2,840	-	-	-	2,840
Museums Galleries Scotland - Covid-19 Adaptation Fund	1,605	-	(1,592)	(13)	-
Museums Galleries Scotland - Recovery & Resilience Fund	1,008	20,848	(23,171)	1,315	-
Visit Scotland	32,000	13,600	(32,798)	-	12,802
	50,426	223,182	(223,239)	6,661	57,028
Total charity funds	119,687	291,912	(288,053)	-	123,546
Transfers totalling £6,661 were made from the unrestricted fund to cover overspend on some of the restricted funds as detailed above.					
<i>Previous year</i>	Balance				Balance
	31 March 2020	Income	Expenditure	Transfers	31 March 2021
	£	£	£	£	£
Unrestricted fund	8,790	147,871	(83,151)	(4,249)	69,261
Restricted funds					
Edinburgh Integration Joint Board	5,085	24,665	(24,559)	-	5,191
National Lottery Community Fund	-	12,264	(11,590)	-	674
The National Lottery Heritage Fund - Our Gala Days	982	-	-	-	982
The National Lottery Heritage Fund	-	13,300	(13,105)	312	507
The Hunter Foundation – Wellbeing Fund	-	5,301	(4,850)	49	500
Lifecare – Supporting Communities Fund	-	5,000	(5,022)	22	-
Foundation Scotland	-	4,000	(4,123)	123	-
The Robertson Trust	2,142	-	(3,890)	1,748	-
Impact Funding Partners	-	16,550	(13,438)	-	3,112
National Lottery Heritage Fund - 'Strike up the Band'	2,007	-	-	-	2,007
Bank of Scotland Foundation	9,305	-	(11,300)	1,995	-
Craigentinny & Duddingston Neighbourhood Partnership	2,840	-	-	-	2,840
Museums Galleries Scotland - Covid-19 Adaptation Fund	-	4,840	(3,235)	-	1,605
Museums Galleries Scotland - Recovery & Resilience Fund	-	29,446	(28,438)	-	1,008
Visit Scotland	-	32,000	-	-	32,000
	22,361	147,366	(123,550)	4,249	50,426
Total charity funds	31,151	295,237	(206,701)	-	119,687

Notes to the Financial Statements (Continued)

14. Statement of funds Continued

The **unrestricted fund** is free to use in accordance with the objects of the charity

The **restricted funds** are for use in terms of the grants awarded by the donors and are as follows:

Edinburgh Integration Joint Board - to offer training in reminiscence skills, undertake life story work, and help and support to isolated older people

National Lottery Community Fund - based at 'The Wee Museums of Memory' using reminiscence and oral history to bring people together, offer new opportunities and decrease loneliness.

The National Lottery Heritage Fund - 'Strike up the Band' project in partnership with West Lothian Heritage Services to celebrate and record the memories and history of West Lothian Brass Bands.

The National Lottery Heritage Fund - funding towards the project costs involved with keeping people connected through podcasts and other reminiscence media.

Life Changes Trust - Creating better lives via Dementia podcast and Youtube videos.

Independent Age - Improving the lives of older people through reminiscence.

Culture & Business Fund - Support for heritage work in conjunction with the business sector

Kickstart - Apprentice funding.

Community Mental Health & Wellbeing - Improving the lives of older people through reminiscence.

The Hunter Foundation - Wellbeing Fund - funding towards the project costs associated with keeping people connected through podcasts, and other reminiscence media.

Lifecare Supporting Communities Fund - funding towards reminiscence project costs associated with keeping people connected through the production of CDs, newsletters and other media.

Foundation Scotland - funding towards the project costs associated with keeping people connected through podcasts, and other reminiscence media.

The Robertson Trust - funding for programme of activities at 'The Wee Museums of Memory'.

Impact Funding Partners - to create new volunteering projects, enhance existing services and improve capacity to deploy, support and train volunteers.

Bank of Scotland Foundation - funding to help and support isolated older people using reminiscence.

Craigentenny & Duddingston Neighbourhood Partnership - funding towards a joint reminiscence project with Piershill Library.

Museums Galleries Scotland - funding towards the running costs of 'The Wee Museums of Memory'.

Visit Scotland - funding towards the operational costs of 'The Wee Museums of Memory'.

15. Analysis of net assets between funds

	Tangible fixed assets £	Current assets £	Current liabilities £	Total £
<i>Current year</i>				
Unrestricted fund	210	73,027	(6,719)	66,518
Restricted funds	769	56,259	-	57,028
Total at 31 March 2022	210	129,286	(6,719)	123,546
<i>Previous year</i>				
Unrestricted fund	1,426	73,133	(5,298)	69,261
Restricted funds	532	49,894	-	50,426
Total at 31 March 2021	1,958	123,027	(5,298)	119,687