IN CAHOOTZ LIMITED

Report and Accounts

31 December 2023
Registered No: SC386016
Charity Number SC042575

Trustees Report

Directors

B Crossan	appointed 18 July 2023
P Foley	
N McCrone	
E Russell	appointed 18 July 2023
A Tsang	
J Tolland	

Secretary

P Steel

Bankers

Co Operative Bank
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

Registered Office

1 Cadogan Square
51 Cadogan Street
GLASGOW G2 7HF

Trustees Report

The Trustees, who are also Directors of the charity for the purposes of charity law, have pleasure in presenting their report and the financial statements of the charity for the year ended 31 December 2023.

STATUS

The organisation is a charitable company limited by guarantee and registered as a charity.

MAIN ACTIVITIES

In Cahootz provides high quality, imaginative and creative training and delivery of projects for a range of people. Our main targets are people and groups who are marginalised and excluded from accessing a quality provision in personal development and training. We also work with parents, children and young people, nursing and social care staff, teaching staff and arts practitioners. Our approach is people-centred so that individuals achieve their potential with us facilitating their creative skills and imagination using drama, in the main, and the arts in general.

ACHIEVEMENTS AND FUTURE PLANS

CREATIVE CITIZENS PROJECT

In Cahootz Ltd is a part-time professional arts organisation working 2.5 days a week.

From January to December 2023, we delivered a total of 274 creative activities/visits. These are broken down as:

Creative workshops – 242

Outreach workshops – 13

External cultural visits – 19

2023 was a very successful year with the participants achieving individual and collective goals. Below is more information about Creative Citizens activities, followed by Barrhead Drama activities.

Main Production

Sheriff Dick is on the warpath. It's his last day on the job and the people of Glasgow are getting it. Full of yee ha! And haha! Dementia, witchcraft, slavery, energy prices, hen nights and the typical mad family are all on trial. All in a day's work for Glasgow's Sheriff Court. In the usual Creative Citizens style, you'll be laughing, greeting and dancing out of the theatre.

Sheriff Dick's Swan Song, written by Martin Travers & Jamie Livingstone was performed at the Tramway on 2nd, 3rd & 4th March 2023 with each performance sold out. [One open dress rehearsal – Total 53; four public performances Total – 382]. The cast rehearsed at different times throughout the week during January to March, extending beyond their normal Friday afternoons.

There was a cast of 21 and a crew of 8. Tramway staff were delighted to have us back in T4. It was a very busy venue with other performances and exhibitions on in the same week. The press call response to the production was very high. Writers Martin & Jamie were asked to appear on BBC Radio Scotland's Afternoon show with Michelle McManus. At the open Press call we had freelance photographers where the photo was printed in The Scotsman. Radio Clyde interviewed Annmarie and Cast Members. STV News featured us on the 6pm news where they showed segments of the show and interviews with cast, Kate and Jamie. The response on social media was also very positive with posts being shared throughout the week and audience members actively sharing their thoughts and response to seeing the show. The production received great feedback from the audience. Representatives from the Corra Foundation and the National Lottery were in attendance as were MPs Alison Thewliss [Glasgow Central] and Kirsten Oswald [East Renfrewshire]. The cast have had an evaluation workshop on the production process, and they all completed the post-production scale questionnaire.

On twitter over that weekend @incahootzscot became the most mentioned account by MPs. Audiences made comments on how professional the whole production was, picking out different cast members who stood out for their singing, character work, comic timing and over all performances.

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Outreach Workshops

Part of the process for the main production is to deliver outreach workshops to other projects/groups/ organisations to consult on material for the script for our new main production. The 2023 outreach workshops consulted on material for what became *The Heckelburnie Hecklers*. These workshops also act as a taster and introduction to what we do at In Cahootz and in particular the Creative Citizens project. We delivered six outreach workshops at We Are With You, Ruchill and Bridgeton. Two workshops with Say Women, one workshop with Phoenix Futures residential rehab, and four workshops with Bluevale Community Hub. We will also be delivered consultation workshops with our Creative Citizen's participants.

Trainee Arts Worker

We applied for and have been successful in gaining funding for a Trainee Arts Worker post for four days a week. We have had a young volunteer for the last few years and there are some of our participants who could benefit from this post, which could be split between two people. There are no community arts college or university courses in Glasgow therefore there are no clear pathways to a career in community arts. We have been in contact with the Citizens Theatre and Indepen-dance to ensure this traineeship is experienced within and out with In Cahootz. This post will be working mainly within the Creative Citizens project.

Creative Citizens | Creative Programme | Delivered Wed to Fri each week

Drama

The drama workshops in the first three months of the year are used as rehearsal time for the main production. From April to July 2023 the drama workshops focussed on skills development, having fun, and the development of creativity. During this period the drama workshops were also used as a space for participants to explore material for our next main production in 2024.

In July 2023, four participants had the opportunity to direct a small piece of theatre which was performed to the larger Creative Citizens group at the end of July. Each Director had a group of 4/5 to work with. Each group chose a question that they were to ask others within their own circle i.e. family and friends. The groups then devised a piece of theatre, with the creative guidance of their Director, based on the answers they were given.

The questions each group asked where:

What is the purpose of life?

If you live in Scotland, are you Scottish?

Are ghosts real?

Do prisoners have the right to vote?

The experience of each group and Director varied. One group's Director's attendance was sporadic therefore they needed more support from the team, whereas other groups worked completely independently working collaboratively with their Director and from their Director's creative vision. The performances were all very different and were a great success with their audience.

In August and September 2023, the drama workshops were used to develop performing skills, working with script and character development in preparation for rehearsals for the next main production, *The Heckelburnie Hecklers*. During the period of October to December 2023 the cast were in rehearsing on Mondays, Thursdays and Fridays, and the Music Group were in for band practice on Wednesdays meaning that it was only Tuesdays when we were not in the space.

ArtClub

The ArtCub was very busy in the first half of the year as they worked towards an exhibition at the Glasgow Project Room within Trongate 103 in the last two weeks of May 2023. The exhibition was called *The Kitchen Collective* which was previewed on the 18th May and opened to the public on the 19th May. In Cahootz's Artist Rachel Mimiec had applied to the Project Room for the In Cahootz art group to exhibit their work and the application was successful. It is rare for a community group to be selected and exhibited in this space. The ArtClub had an additional open studio session each Thursday to allow participants to

Trustees Report

explore different mediums and works that they wanted to pursue with the objective that they would be displayed at the exhibition. The event was well received, and all participants were delighted to have their works displayed. The exhibition was featured in The Scotsman newspaper and on their website. Alongside the exhibition it was decided that an afternoon of spoken word and performance would be hosted in the space. *A Rerr Terr 2* featured participants from Creative Citizens.

Participants from the ArtClub also had the opportunity to attend Raku ceramic workshops at Wasp Studios in Glasgow's East End in June 2023.

The art workshops started back at the end of September and looked at transfer printing using gel pads, and some of the group worked on their own projects, continuing to develop their interests and explore ideas. They also attended GoMA's community opening of the Beagles and Ramsay Exhibition *NHOTB & RAD*; Sam Ainsley's *Wednesday is Cobalt Blue, Friday is Cadmium Red*, community opening at GoMA, and visited Street Level Photo-Works to see Simon Murphy's exhibition of portraits, called *Govanhill*. Furthermore, some participants used the ArtClub space to make the set and props that will be used in the main production in 2024, *The Hecklebumie Heckers*.

Music

The Music Group did not meet during the first two months of the year because of the main production. After *Sheriff Dick's Swan Song*, the Music Group saw an influx of people, which was mainly due to participants, who were doing the Personal Development Award, wanting to develop skills in song writing, playing instruments, and singing. During this period, music workshop content included:

- Drum lessons
- Guitar lessons
- Jamming sessions full band
- Bass lessons
- Song writing
- Performance Coaching
- Confidence building
- Supporting participants to reach their goals

Our main production in 2024 is to revolve around a band, therefore our Music Group continued working through the summer to develop skills and confidence. By the end of 2023, they had formed a band to be part of *The Heckelburnie Heckers* production. Most people in the band have very little experience with playing an instrument before beginning this process of creating a band for the show. However, they have progressed brilliantly, and it is hoped that two of their own songs will be performed in the production in March 2024.

Creative Writing

The Wurdplay writing group ran for six weeks, April – May 2023. Due to the previous writing workshops being such a success, Creative Citizens participants expressed interest in participating more. These workshops were facilitated by a participant who has previous experience of leading creative writing workshops.

The workshops ran for 1 ½ - 2 hours each week and looked at different forms of writing (poetry, dialogue, short story, rap etc) and used it as a place to jump off into their imaginations to create their own writing. The aim of the workshops was to expand participants knowledge of different styles of writing and allowed them to express themselves in new ways. The Creative Writing workshops help with literacy and often allows participants to get to know each other on a deeper level. Three of the participants performed their written work at *A Rerr Terr 2* on 26th May at Trongate 103, Glasgow Project Room to support *The Kitchen Collective* exhibition.

Writer and playwright Linda McLaughlin delivered six Creative Writing workshops in September and October. Participants worked on creating characters and scenarios, and latterly worked on a developed exercise around a particular theme, with practice in monologues, prose writing, script writing and poetry. Due to the very positive feedback from these workshops, more will be programmed in April/May 2024, with

Trustees Report

the aim that participants identify something that they want to take away with them at the end of the course: whether that would be the start of a story, a poem, a script.

Movie Workshops

The Movie Workshops ran for 6 weeks. Each workshop started with the simple question – *What have you been watching?* Each participant would discuss their weekly viewing and if they would recommend it or not. Recommendations were posted on the kitchen wall for the rest of the Creative Citizens participants. The group explored different genres of films and TV shows via watching scenes or reading scripts, they then chose favourite pieces and rehearsed them or creatively changed them e.g. adding different music or changing the genre of the extract but keeping the dialogue the same. The group looked at A.I script-writing and how that can produce a full story based on a simple plot. Looking at the different scripts gave the participants the skills of looking at how screenplays are written, looking beyond the dialogue.

The benefits of workshops such as these are that we are asking participants to look beyond what is presented to them, and to ask questions - the foundation of critical thinking.

Stage Management Workshops

The Stage Management workshops used the script for *Annie* to look at how stage management initially approach a script. The group did an initial script read through to determine which basic props were needed. Then they learned how to read a ground plan and transfer the measurements on that to the rehearsal room floor to do a life size mark up of where the set would be. With Shannon directing they rehearsed the scenes on the mark up whilst also gathering what set or props needed. Whilst actors accommodated the rehearsals the Stage Management *students* learned how to do the blocking in the *'book'* which then led to them putting their sound and lighting cues in the book too. We simulated a tech and a dress with simple lighting and sound and had a showing with the stage managers *'calling'* their show.

Participants responded really positively to the Stage Management workshops with one participant choosing to take on a stage management role for our next production.

Cultural Walking Group

Over July and August, we always find that attendance fluctuates with schools being off and people going on holiday. However, this did not prevent people joining in new ventures with the Creative Programme. We introduced a Cultural Walking Group where each week a cultural spot in Glasgow was chosen for the group to walk to. This gave the group an opportunity to explore sights in their own city that they may not have known about. The aim was to learn about the city we live in and to feel comfortable visiting the cultural spaces and different areas within the city, all the while improving personal fitness and giving a sense of achievement. This is the first time that this group has been on offer to participants and has proved to be popular with the group. The Cultural Walking Group walked to and visited:

- St Mungo's Museum of Religious Life & Art
- The Mary Barbour statue in Govan
- Charles Rennie MacIntosh church in Maryhill
- Glasgow Transport Museum
- The Mary Quant Exhibition at Kelvingrove Art Gallery
- University of Glasgow
- Buffalo Bill statue in Dennistoun

Book Group

Staff and participants had spoken about having a Book Group for a long time but due to busy schedules and other commitments it has always been put off, until this year. The Book Group's first session was 20th

Trustees Report

July. The book that was chosen was *Buddha Da* by Anne Donavon which is based in Glasgow and is about a painter and decorator finding Buddhism and how this impacts his life and relationships. The group decided on the format as follows: individually read selected pages, creating a quiet space, discussing what we have just read then selecting pages to read at home which can be discussed the following week. The first Book Group with *Buddha Da* was such a success that participants decided to continue with a new book *A Kestrel for a Knave* by Barry Hines. Some participants were reading a full book for the first time and other participants read regularly. The discussion which follows the selected reading gave participants an opportunity to develop critical thinking skills connecting issues/themes with our own lives allowing for a broadening of views. This group opened other worlds to participants, worlds that come off the page and into their imaginations, and the feedback was resoundingly positive.

Edinburgh International and Fringe Festival

Visual Art Trip

On Thursday 24th August seven participants went to Edinburgh to explore the Visual Art Festival with Suzanne and Rachel. This has been the first year we have taken a group to specifically visit art exhibitions. The four venues visited were: The Ingleby for the Andrew Cranston exhibition. The National Gallery for Grayson Perry, where we had Tessa our tour guide from the National Galleries of Scotland Learning Department giving an insight behind some of the works on display. This was followed by the Peter Howson exhibition at The Flowers Gallery and finishing off at Stills Centre for Photography for the Marketa Luskacova exhibition. The ArtClub members were truly inspired by the trip taking in all that was on offer. The trip introduced many participants to art forms they had not explored before.

Theatre Trip

On Thursday 17th August two members of staff and thirteen participants visited the Edinburgh Fringe. In Cahootz purchased tickets for eight participants, who were picked from their attendance from the past three months, and the other five bought their own tickets. We travelled through to Edinburgh in the morning and had lunch on the steps of The National Museum of Scotland where we sat watching street performers before heading to our first show.

Our first show of the day was *Crash and Burns*, a show about a group of friends reuniting for Burns night. It was a hilarious take on secrets being spilled and causing chaos. Between the shows we walked up the Royal Mile to see the street acts, performances and the city. Before our second show we stopped for a coffee which allowed people to sit and rest before our next show.

Our second show was *Yippee Ki Yay*, a one man show about the great (Christmas) movie *Die Hard*. This was an outstanding show and was extremely funny, with some participants saying they would go and see it again.

Visiting the Edinburgh Fringe and International Festival is a great experience for our participants, some of whom had never visited the festival before. It is a culturally and socially enhancing experience that contributes to the social and cultural capital of our participants.

Steering Group

The Creative Citizens project has a Steering Group which is comprised of six participants and two members of staff. The Steering Group is an extra link between the staff and participants. Whilst staff have a good relationship with participants, the Steering Group provides an extra layer of support and channel for communication. They feedback information to participants and bring issues/concerns from participants to the meetings. Participants on the Steering Group have the opportunity to build skills in communication, minute taking and chairing meetings. Steering Group members are also offered committee skills training when it becomes available. Often Steering Group members take on the responsibility of following up on minute items with staff members and ensuring items are actioned. The Steering Group have been

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consulted, as have all participants, on our main funding applications to Glasgow City Council Communities Fund, The Corra Foundation and the National Lottery.

Culture Club

The Culture Club is a participant led venture. The idea of the Culture Club originated from participants who wanted to be responsible for organising cultural trips for the Creative Citizens project. These participants felt that they should have some responsibility for organising and financially contributing to cultural visits in the city and beyond. Therefore, they established the Culture Club, a club that everyone can pay into. The key point here is that each person pays in whatever they can afford or whatever they want to contribute. There is no amount next to any one name, the fund provides support to everyone regardless of whether they have contributed or not, to attend cultural events, therefore it is a *commonweal fund*. In 2023 the Culture Club went to the following:

Event	Venue
PAL by the Citizens Theatre's Young Co.	Tramway.Glasgow
John Cooper Clark	The Garage, Glasgow
Beginnings by WAC	Websters Theatre, Glasgow
Dear Billy	Kings Theatre, Glasgow
An Ordinary Eden	Street Level Gallery, Trongate 103, Glasgow
A Secret Wrapped in Led	Loaningdale Arts Centre, Biggar
Nae Expectations	Tron Theatre, Glasgow
Sunshine of Leith	Kings Theatre, Glasgow
Stage to Page	Acting Coach Scotland, Glasgow
Sparra short film Screening	GMAC, Trongate 103, Glasgow

Personal Development Award [PDA]

15 Creative Citizens participants enrolled in the PDA in February 2023, 8 of them completed all 4 units within the course and successfully achieved a SCQF Level 4 in the Personal Development Award in June. 2 participants completed the first unit in the course and successfully passed it. 4 participants decided that they would drop the course as it wasn't the right time for them. Annmarie and Shannon both successfully completed and achieved the SCQF Level 6 in 'Delivering to Groups' and the SCQF Level 8 in Personal Development Award Conduct the Assessment.

In September 2023 4 Creative Citizens participants enrolled in Level 4 PDA, along with 2 Barrhead Youth Theatre participants. 5 participants enrolled in Level 5 PDA. All participants were on course and were half-way through the Personal Development Award. The course will be completed and submitted by June 2024.

Short Film Project - *Sparra*

Film research and development workshops took place in June and July 2023. 5 workshops in total were delivered by Kate, Annmarie and Shannon. Annmarie and Shannon then developed and wrote the script for *Sparra*. The cast had a read through at the end of July.

12 participants were involved with the film and filming took place over 6 days in August and September. The schedule needed to be flexible and adaptable to suit our participants and their other commitments. The film was then edited and was screened to the cast and an invited audience on 1st December 2023 at our Arts Base in Cadogan Square.

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BARRHEAD DRAMA

In 2023 In Cahootz delivered core workshops to all 4 groups for 30 weeks of the year, equating to 120 workshops in total. All the workshops are free of charge. The average number of weekly participants over 2023 was as follows:

GROUP	JAN 23	JUNE 23	DEC 23
ACES (p1 – p4)	13	15	15
DRAMA LLAMAS (p5 – p7)	17	17	19
YOUTH THEATRE (p7 – S6)	8	8	10
DUNTERLIE ADULT 18+	6	8	6

The 4 core groups developed various drama and life skills, such as performance skills, voice development, working as a team, movement. They reported an increase in confidence and mental wellbeing. In the adult group, they reported that they felt less isolated and part of the community.

Two of the Youth Theatre participants started to work on the SCQF Level 4 Personal Development Award. They will complete all 4 units by June 2024.

From August to December the 4 groups were developing their ideas for the Christmas Community Production.

We were successful with funding from Barrhead Housing Association [Bright Futures Programme] giving Barrhead groups security for the next 3 years. Funding was also received from Linking Communities, Voluntary Action – East Renfrewshire Humanitarian Fund and East Renfrewshire Council.

In addition to the core weekly workshops, In Cahootz received funding from East Renfrewshire Council to deliver a Summer Programme. 6 full day workshops were delivered in July. In total In Cahootz worked with 51 children from the 6 primary schools in Barrhead. At the end of the 6 days, families were invited to see a small performance that both groups had developed over the workshops.

In December, In Cahootz purchased 60 tickets to take participants and family to see the PACE Panto of *Beauty and the Beast*. Each person also received a goody bag with a Santa hat and snacks.

Oor First Noel was a great success with all 4 groups performing, as well as the local Folk Music Group. They performed to an audience of 130.

Plans for 2024

Our priories are to:

- continue with the delivery of drama workshops to the 4 core groups
- support more young people through the Personal Development Award
- connect with the local schools to offer outreach drama workshops, exploring topics and themes important to the young people
- connect with other adult groups in the community to offer blocks of workshops
- to bring a Panto to Barrhead
- to continue the partnerships already made in Barrhead
- to create and implement an Income Generation Plan to top up the BHA grant

Trustees Report

GOVERNANCE

At the AGM in July, the Chair, Anthony Tsang welcomed two new Directors/Trustees: Barbara Crossan, Senior Social Worker with the Criminal Justice System and Elaine Russell, former Financial Analyst. Elaine was nominated and accepted the role of Treasurer. These new Directors/Trustees will make a valuable addition to the skills of the current board membership.

The attendance record of the Directors/Trustees at the four Board Meetings in 2023 was 95%, and 95% attendance at our public events.

Kate (Creative Director), Phyllis (Company Manager) and Tony (Chairperson) attended a Progress Report Meeting with Kirsteen McKenzie from Glasgow City Council to review our management of the Glasgow Communities Fund for the last three years. This was a productive and positive meeting, and we can report that we are compliant with all the conditions of Glasgow City Council's grant.

BACKROOM SUPPORT & SUPPORT SYSTEMS

Financial Management

By December 2023, we had been running the Xero Accountancy Programme for 8 months and this has been a relatively smooth transition from the manual spreadsheets we previously used. Overall, this programme provides a more efficient and less time-consuming way of working.

We have also been supported by a new Director/Trustee as Treasurer and we recruited a Payroll Manager in July to manage our wages allocations. We also maintain the services of a Xero Accountancy Consultant to ensure we keep on track with the programme. Prior to each Board Meeting, the Treasurer meets with the Creative Director and Company Manager to review the finances for the previous quarter and agrees on projections for the forthcoming quarter.

Evaluation Plan

We have a robust Evaluation Plan for the Creative Citizens project which was implemented in 2022 with support from Evaluation Scotland. Natalia Lewandowska, our Grant Officer at the Corra Foundation, also offered advice on how to make it more effective and applicable. We have been gathering evidence based on our indicators identified in the plan. The whole team, Creative Citizens participants, and the Steering Group contribute to gathering evidence. For example, there is a whiteboard in the workshop space that has a short-term outcome written on it and anyone can write how they think being part of the Creative Citizens project contributes to achieving the short-term outcomes. The short-term outcomes have changed since last year as a result of the Focus Group feedback. The short-term outcomes are:

1. Participants feel less socially isolated and more connected to others
2. Participants confidence increases
3. Participants have a sense of purpose

Other ways of gathering evidence are: observation sheets, recording casual moments, a quote bank, six monthly focus groups, and three case studies, whereby participants keep a reflective journal on their participation in the Creative Citizens project.

A six-monthly Evaluation Report was completed in March and September 2023. Our evaluation data is analysed and reported on every six months.

It seems appropriate to conclude this section of the report with an extract from March-September 2023:-

> *Can identify with what has been said. Would be isolated, wouldn't come out of the house, would be drinking too. Coming in here you do get more connected with people, it's like a big family. I look forward to coming here. It is a safe space, everyone is welcome. I would have no friends outside here.*
>
> *Creative Citizens participant 2023*

Trustees Report

Business Plan / Action Plan 2024-2026

Towards the end of 2023, we started work on a revised Business Plan to cover the development of Creative Citizens. A separate Action Plan will be developed for Barrhead Drama for 2025-2026.

The Creative Citizens Business Plan's overall aim is to develop the idea of the core workers being paid for 3 days per week in 2024 and then 4 days per week from 2025 onwards. This is to enable them to cover their areas of responsibility via a better work-life balance and to be able to respond to the participants' creative needs. The aim is to complete the new Business Plan by late Spring 2024, with the main feature being the implementation of the Income Generation Plan.

Website & Social Media

We had planned the launch of the revised website happening around Easter 2023. As it turned out this was an optimistic goal and a reminder that the core Creative Team members are all part-time. However, by the end of 2023, the final proof-read copy of the website text was passed over to the website builder and a realistic launch date will be around April/May 2024. Prior to launching, some Creative Team members will undergo training with the website builder on editing text, changing images, capturing data and handling online donations.

Marketing & Communications

Our database is now in a good order and easy to edit. We have increased our input from the general public since Creative Citizens' main production in March 2023 as well as building up new contacts in the recovery communities in Glasgow and its environs. We had full houses at Tramway, and we distributed postcards with details of our work and contact details at each performance.

We have taken advice from a professional marketing consultant to establish our work and activities with TV, radio and traditional press. This resulted in exceptionally good coverage for *Sheriff Dick's Swan Song* at Tramway. Our Project Co-ordinator will be mentored by the marketing consultant during 2024 to enhance our relationship with the more traditional media outlets.

For Barrhead Drama, we now have a good comprehensive database of parents, teachers and youth organisations in the town and via Facebook regular updates are made when places become available for the drama workshops for children and young people. The Adult Drama Group at Dunterlie Centre has fluctuating numbers, so a review of day and time of when drama workshops happen will be take place in 2024.

Our Project Co-ordinator for Barrhead Drama lives in the town, and this is a major asset in communicating news and updates with the main funders, Barrhead Housing Association and the Corra Foundation.

We supply the Directors/Trustees at their quarterly meetings with social media statistics, e.g. hits on Facebook, Twitter and Instagram. These are all on an upward trajectory.

RISK REVIEW

The trustees have conducted their own review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks. All systems are periodically reviewed to ensure that they still meet the needs of the charity.

TAXATION

The company is recognised by the Inland Revenue as an approved charity and is not liable to income and corporation tax under the provisions of the Income and Corporation Taxes Act 1988 Section 505.

SMALL COMPANY EXEMPTIONS

In preparing their report, the directors have taken advantage of the special provisions of the Companies Act 2006 relating to small companies.

Trustees Report

MEMBERS OF THE MANAGEMENT COMMITTEE

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out below.

RESULTS

The results for the year, and the charity's financial position at the end of the year are shown in the attached financial statements.

RESERVES POLICY

At 31 December 2023 the unrestricted general reserves amounted to £32,595 (2022: £33,159).

The directors have agreed that the appropriate level of unrestricted reserves is £20,000

These reserves are normally set aside in order to protect the future operations of the company from the effects of any unforeseen variations in its income streams as part of a policy of good financial management practice.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

B Crossan
P Foley
N McCrone
E Russell
A Tsang
J Tolland

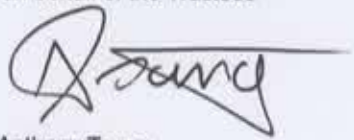
TRUSTEES' REPONSIBILITIES

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are responsible for keeping proper accounting records which 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 Companies Act 2006 The trustees 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.

On behalf of the Trustees



Anthony Tsang
Trustee

11 July 2024

Trustees Report

Registered office:

1 Cadogan Square
51 Cadogan Street
GLASGOW
G2 7HF

Independent Examiners Report to the Trustees of In Cahootz Ltd

I report on the accounts of the charity for the year ended 31 December 2023 which are set out on pages 5 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity 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 Examiners Statement

My examination is carried out in accordance with Regulation 11 of the Charity Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and seeks explanations from the trustees concerning any 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 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Judith Patrickson FCA BFP DchA
27 Lanchester Road
Maiden Law
Co. Durham
DH7 0QT

16 July 2024

Statement of Financial Activities and Income and Expenditure Account

For the year ended 31 December 2023

	Unrestricted Funds £	*Restricted Funds* £	*2023 Total* £	*2022 Total* £
Income				
Donations	2,571	-	2,571	5,681
Charitable activities	-	220,892	220,892	160,015
Total income	2,571	220,892	223,463	165,696
Expenditure				
Charitable activities (note 2)	3,135	186,994	190,129	157,515
Total expenditure	3,135	186,994	190,129	157,515
Net (expenditure) for the year	(564)	33,898	33,334	8,181
Balance brought forward at 1 January 2023	33,159	53,894	87,053	78,872
Balance carried forward at 31 December 2023	32,595	87,792	120,387	87,053

The charity has no recognised gains or losses other than the results for the year as set out above.

All the activities of the charity are classed as continuing.

The notes on pages 10 to 15 form part of these financial statements

Balance sheet

at 31 December 2023

	Notes	2023 £	2022 £
Current assets			
Debtors		-	300
Cash at bank and on deposit		122,163	88,077
		122,163	88,377
Creditors: amounts falling due within one year	4	1,776	1,324
Net current assets		120,387	87,053
Total assets less current liabilities		120,387	87,053
Funds			
Unrestricted funds		32,595	33,159
Restricted funds		87,792	53,894
Total funds		120,387	87,053

The Trustees are satisfied that the charity is entitled to exemption from an audit of the financial statements for the year, by virtue of section 477 of the Companies Act 2006 (the Act) relating to small companies, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

(i) ensuring that the charity keeps proper accounting records which comply with Act and,

(ii) These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime

These financial statements were approved by the members of the committee on 11 July 2024 and signed on their behalf by:

Anthony Tsang

Trustee

The notes on pages 10 to 15 form part of these financial statements

Notes to the accounts

at 31 December 2023

1. Accounting policies

Accounting convention

The accounts are prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" (revised 2005).

Cash Flow Statement

The Trustees have taken advantage of the exemption in Financial Reporting Standard no1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Income

All incoming resources are included in the Statement of Financial Activities when the company is entitled to the income and the amount can be quantified with reasonable accuracy

Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between expenditure categories of the SOFA on a basis designated to reflect the use of the resource. Costs relating to a particular activity are allocated directly: others are apportioned on a percentage of total resources expended

Tangible fixed assets

All fixed assets are initially recorded at cost. Depreciation is provided on all fixed assets at rates calculated to write off the cost of each asset evenly over its expected useful life, as follows:

Office equipment	-	25% on cost
Computer Equipment	-	33% on cost

Notes to the accounts

at 31 December 2023

2. Resources Expended

	Staff Costs	Depreciation	Other costs	*2023 Total*
	£	£	£	£
Charitable Expenditure	113,161	-	76,618	189,779
Governance	-	-	350	350
	113,161	-	79,968	190,129

Comparative Resources Expended

	Staff Costs	Depreciation	Other costs	*2022 Total*
	£	£	£	£
Charitable Expenditure	80,581	-	76,584	157,165
Governance	-	-	350	350
	80,581	-	76,934	157,515

3. Staff costs

	2023	*2022*
	£	£
Wages and salaries	110,734	79,090
Social security costs	2,427	1,491
	113,161	80,581

The average weekly number of employees during the year was 5 (2022 - 4).

No employee received in excess of £60,000.

The Trustees received no remuneration and no reimbursement of expenses during the year (2022 – nil))

Notes to the accounts

at 31 December 2023

4. Creditors

	2023	2022
	£	£
Amounts falling due within one year		
Taxes and Social Security	1,222	1,058
Accrued expenditure	554	266
	1,776	1,324

5. Funds

	As at 31 December 2022	Incoming Resources	Outgoing Resources	Transfers	As at 31 December 2023
	£	£	£	£	£
Restricted Funds					
Glasgow City Council	10,148	107,766	91,330	-	26,584
Lottery funding	-	30,865	13,670		17,195
Corra Foundation	33,918	49,926	49,486	-	34,358
Corra Foundation – COL	-	4,993	1,294	-	3,699
GCVS	4,256	-	4,256	-	-
Voluntary Action	2,092	5,000	5,863	-	1,229
East Renfrew Council	-	8,310	7,161	-	1,149
Linking Communities	-	2,000	807	-	1,193
Barrhead Housing Ass	1,832	5,532	6,735	-	629
Arnold Clark	791	-	791	-	-
ASDA	781	-	781	-	-
Comic Relief	76	-	76	-	-
Hugh Fraser Foundation	-	3,000	2,987	-	13
Murgatroyd Foundation	-	2,000	1,575	-	425
We Are With You	-	1,500	182	-	1,318
	53,894	220,892	186,994	-	87,792
Unrestricted Funds					
General	33,159	2,571	3,135	-	32,595
	87,053	223,463	190,129	-	120,387