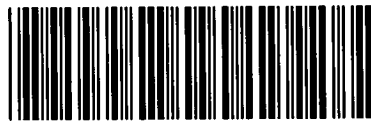


REGISTERED COMPANY NUMBER: SC283700 (Scotland)
REGISTERED CHARITY NUMBER: SC036531

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2021
for
Glasgow Access Panel**

THURSDAY



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SCT

04/11/2021

#3

COMPANIES HOUSE

The Kelvin Partnership Ltd
Chartered Accountants
The Cooper Building
505 Great Western Road
Glasgow
G12 8HN

Glasgow Access Panel

Contents of the Financial Statements for the Year Ended 31 March 2021

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Glasgow Access Panel

Report of the Trustees for the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects as set out in its Memorandum and Articles of Association are:

To meet the needs and promote the welfare of disabled persons in the Glasgow City Council area through the promotion of access to all public buildings, areas and facilities in the area, in association with statutory, voluntary and other agencies. In furtherance thereof, but not otherwise, the Company shall seek:-

- (1) To provide education for members of the public, and private organisations and agencies, on the issues impeding access for disabled people to services, facilities and employment.
- (2) To advance education and provide support for disabled people so far as to achieve a reduction of the barriers which they face in accessing services, facilities and employment, and to increase their confidence and understanding in overcoming the issues which impede access.

Significant activities

Addressing Isolation during the Pandemic

A key aim of our organisation is to address the isolation that can come as a consequence of disability. Over the past year, we have faced new challenges in this regard. Due to lockdown restrictions, we have been unable to hold in-person events, and have instead had to move much of our support and social gatherings online.

Though not a situation anyone would have chosen, this has been a great success. Our online meetups have provided a productive and well-attended social outlet, where issues affecting disabled people have been discussed and addressed. Through these sessions we have had the opportunity to discuss Covid and its effect on disabled people, new developments in Glasgow such as changes to Queen St and George Square and the potential impact on accessibility, and even to offer direct feedback on current developments still in the planning stages, such as the Carmyle-Westburn Viaduct project.

After an initial adjustment period, we found many of our participants gaining skills and confidence in using technology which will help them to stay connected with others in future. We are thankful to our members for their participation, helping to connect disabled people with planners and service providers directly to ensure their views are heard and accessibility is treated as a priority.

Access Auditing Work

Along with facilitating consultations online, we were able to carry out a small number of access audits in person during the year - lockdown restrictions permitting - including a second audit of Partick Thistle Football Club. We were glad in this instance to find that many of our recommendations from our 2015 visit had been implemented, giving us great encouragement that our efforts are making lasting changes in the city which will benefit disabled people for years to come. We look forward to continuing this work in the coming year, generating income to sustain our other projects whilst improving access across the city.

Funding & Sustainability

The loss this year of the Glasgow City Council as a core funder was a significant one for our Panel. The succession of the Integrated Grant Fund (IGF) by the new Communities Fund left us with a significant shortfall to address. A 6-month extension to the IGF, along with bridge funding from Disability Equality Scotland, were instrumental in keeping our service running as we worked to secure new grants at the beginning of the year.

We are grateful to now be in a financially secure position: looking to grow our service and our membership, and not simply to save it. This is due not only to the aforementioned funders, but also to the support of the Robertson Trust, the National Lottery Communities Fund, the National Emergencies Trust, the Weir Charitable Trust, Cruden Foundation, Corra Foundation, the James Weir Foundation, and the Gordon Fraser Charitable Trust. We would like to thank each of these funders for their support of our work, and for appreciating the value of Disabled People's Organisations to the wider community.

Glasgow Access Panel
Report of the Trustees
for the Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Partnership Working

Though at a distance, we have maintained our working relationships over the course of the year with organisations such as Disability Equality Scotland, the Glasgow Centre for Inclusive Living, the Glasgow Disability Alliance and others all working toward the same goal of a fairer, more inclusive society. We hope in the months ahead that closer collaborations will again be a possibility for all of us.

Working for Inclusion & Our Work Going Forward

The need to support disabled people in accessing new technologies which help to maintain social contact has been extremely important during the Covid-19 pandemic, but also has further reaching implications as a means of addressing isolation more broadly.

Many disabled and older people find themselves unable to leave their own homes, sometimes for extended periods of time. The arrival of applications such as Zoom which allow events to continue remotely has been a positive development; however, we have also found that many people due to physical and sensory impairments can find these applications very difficult to use.

We believe that supporting disabled and older people with these technological and practical concerns in accessing online social outlets is critical. We look forward to being able to hold meetings, social events and training days in person again, as before the pandemic, but only when we are sure that this can be achieved safely and responsibly.

We are currently planning new projects which will involve local people in person where possible, but also allow for remote participation where necessary. We hope that our members will continue to work with us as we seek to improve access for disabled people in Glasgow in the year ahead, and find new ways to ensure inclusion and a strong disabled community in Glasgow.

FINANCIAL REVIEW

Principal funding sources

The principal funding sources in the year were a £10,000 grant from the Glasgow City Council Integrated Grant Fund, a grant of £10,000 from the National Lottery Community Fund, grants of £6,600 from Disability Action, grants of £5,244 from the DWP, £6967.54 from Disability Equality Scotland, and £10,000 from Robertson Trust.

Reserves policy

The trustees have examined the charity's requirements for reserves in the light of the main risks to the organisation. In doing so, the reason why the company needs restricted and unrestricted funds. The level of these reserves required and the steps to be taken in order to establish and maintain reserves at the required level.

The target set by the trustees is to build up reserves equivalent to three months' running costs.

We now hire staff, as the trainee program that we supported was no longer running. Staff costs are therefore added our main outgoings of accommodation costs and related expenses.

From the business plan we developed one of the objectives is to secure funding to employ staff to support and develop the work of GAP. We are pursuing funding for these posts. All board members were involved in this development and training and support for the board has been provided to develop a set of employment policies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Members wishing to become trustees must be recommended by the board or proposed by a fellow member of the charity, in advance of the general meeting. The member then stands for election at a general meeting. The board may co-opt no more than five additional trustees who must stand for election at the next Annual General Meeting if wishing to continue as a trustee.

Glasgow Access Panel

Report of the Trustees for the Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The board of trustees meets approximately ten times a year and has responsibility for all strategic decisions of the charity. Operational decisions are delegated to senior staff, with the trustees having overall responsibility for day-to-day management of the charity.

Induction and training of new trustees

All new Board members are inducted by the trustees of the charity. The chairperson of the board of trustees meets with new trustees to outline the code of governance. If it is necessary, the trustees of the charity will receive training on Governance and Finance.

Related parties

The company is a stand-alone charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC283700 (Scotland)

Registered Charity number

SC036531

Registered office

Unit 17
Chapel Street Estate
Maryhill
GLASGOW
G20 9BQ

Trustees

Helen B Douglas
James Montgomery
Deborah Mann
David Cowan Director
Patrick McGuigan Director (appointed 18.6.20)
Gary Davidson Director (appointed 12.6.20)

Independent Examiner

Raymond Henry
BSc FCA
The Kelvin Partnership Ltd
Chartered Accountants
The Cooper Building
505 Great Western Road
Glasgow
G12 8HN

Bankers

Bank of Scotland plc
235 Sauchiehall Street
Glasgow
G2 3EY

Glasgow Access Panel

**Report of the Trustees
for the Year Ended 31 March 2021**

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

Approved by order of the board of trustees on 29.10.2021 and signed on its behalf by:



.....
Deborah Mann - Trustee

**Independent Examiner's Report to the Trustees of
Glasgow Access Panel**

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

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 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 the independent examiner's report

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 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 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.



Raymond Henry
BSc FCA
The Kelvin Partnership Ltd
Chartered Accountants
The Cooper Building
505 Great Western Road
Glasgow
G12 8HN

Date: 29 October 2021

Glasgow Access Panel

**Balance Sheet
31 March 2021**

| | Notes | Unrestricted funds £ | Restricted funds £ | 31.3.21 Total funds £ | 31.3.20 Total funds £ |
|--|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 8 | - | - | - | 671 |
| CURRENT ASSETS | | | | | |
| Debtors | 9 | 191 | - | 191 | 191 |
| Cash at bank and in hand | | 34,982 | - | 34,982 | 11,681 |
| | | <u>35,173</u> | <u>-</u> | <u>35,173</u> | <u>11,872</u> |
| CREDITORS | | | | | |
| Amounts falling due within one year | 10 | (1,020) | - | (1,020) | (1,020) |
| NET CURRENT ASSETS | | <u>34,153</u> | <u>-</u> | <u>34,153</u> | <u>10,852</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>34,153</u> | <u>-</u> | <u>34,153</u> | <u>11,523</u> |
| NET ASSETS | | <u>34,153</u> | <u>-</u> | <u>34,153</u> | <u>11,523</u> |
| FUNDS | 11 | | | | |
| Unrestricted funds: | | | | | |
| General fund | | | | 34,153 | 11,523 |
| TOTAL FUNDS | | | | <u>34,153</u> | <u>11,523</u> |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 29.10.2021 and were signed on its behalf by:

H B Douglas
Helen B Douglas - Trustee

The notes form part of these financial statements

Glasgow Access Panel

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

2. DONATIONS AND LEGACIES

| | 31.3.21 | 31.3.20 |
|-----------|-----------|-----------|
| | £ | £ |
| Donations | <u>61</u> | <u>30</u> |

3. OTHER TRADING ACTIVITIES

| | 31.3.21 | 31.3.20 |
|-------------|----------|--------------|
| | £ | £ |
| Work income | <u>-</u> | <u>2,200</u> |

4. INCOME FROM CHARITABLE ACTIVITIES

| | 31.3.21 | 31.3.20 |
|--------|---------------|---------------|
| | £ | £ |
| Grants | <u>62,174</u> | <u>54,180</u> |

Activity
Promoting welfare of disabled people

Grants received, included in the above, are as follows:

| | 31.3.21 | 31.3.20 |
|--|---------------|---------------|
| | £ | £ |
| Glasgow City Council-Integrated Grant Fund | 10,000 | 20,000 |
| DWP | 5,244 | 6,026 |
| Disability Equality Scotland Grant | 6,968 | 2,188 |
| Peoples Health Trust | - | 13,966 |
| Robertson Trust | 10,000 | 10,000 |
| The Foyle Foundation | - | 2,000 |
| Corra Foundation | 1,700 | - |
| Foundation Scotland | 1,745 | - |
| The National Lottery Community Fund | 10,000 | - |
| The James Weir Foundation | 3,000 | - |
| Disability Action | 6,600 | - |
| The Weir Charitable Trust | 3,599 | - |
| The Cruden Foundation | 1,000 | - |
| Other | 2,318 | - |
| | <u>62,174</u> | <u>54,180</u> |

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 31.3.21 | 31.3.20 |
|-----------------------------|--------------|--------------|
| | £ | £ |
| Independent examiners fee | 894 | 894 |
| Depreciation - owned assets | 671 | 1,033 |
| Other operating leases | <u>4,200</u> | <u>4,200</u> |

Glasgow Access Panel

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

During the year trustees were reimbursed expenses totalling £3,220 (2020 - £3,017).

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted funds £ | Restricted funds £ | Total funds £ |
|--------------------------------------|----------------------------|--------------------------|---------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Donations and legacies | 30 | - | 30 |
| Charitable activities | | | |
| Promoting welfare of disabled people | 14,188 | 39,992 | 54,180 |
| Other trading activities | 2,200 | - | 2,200 |
| Total | <u>16,418</u> | <u>39,992</u> | <u>56,410</u> |
| EXPENDITURE ON | | | |
| Charitable activities | | | |
| Promoting welfare of disabled people | 10,992 | 39,992 | 50,984 |
| NET INCOME | <u>5,426</u> | <u>-</u> | <u>5,426</u> |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | 6,097 | - | 6,097 |
| TOTAL FUNDS CARRIED FORWARD | <u>11,523</u> | <u>-</u> | <u>11,523</u> |

8. TANGIBLE FIXED ASSETS

| | Fixtures and fittings £ |
|-----------------------------------|----------------------------------|
| COST | |
| At 1 April 2020 and 31 March 2021 | <u>5,786</u> |
| DEPRECIATION | |
| At 1 April 2020 | 5,115 |
| Charge for year | 671 |
| At 31 March 2021 | <u>5,786</u> |
| NET BOOK VALUE | |
| At 31 March 2021 | <u>-</u> |
| At 31 March 2020 | <u>671</u> |

Glasgow Access Panel

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.3.21 | 31.3.20 |
|--------------------------------|------------|------------|
| | £ | £ |
| Prepayments and accrued income | 191 | 191 |
| | <u>191</u> | <u>191</u> |

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.3.21 | 31.3.20 |
|------------------------------|--------------|--------------|
| | £ | £ |
| Other creditors | 150 | 150 |
| Accruals and deferred income | 870 | 870 |
| | <u>1,020</u> | <u>1,020</u> |

11. MOVEMENT IN FUNDS

| | At 1.4.20 | Net movement in funds | At 31.3.21 |
|---------------------------|---------------|-----------------------------|---------------|
| | £ | £ | £ |
| Unrestricted funds | | | |
| General fund | 11,523 | 22,630 | 34,153 |
| | <u>11,523</u> | <u>22,630</u> | <u>34,153</u> |
| TOTAL FUNDS | <u>11,523</u> | <u>22,630</u> | <u>34,153</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources | Resources expended | Movement in funds |
|---|-----------------------|-----------------------|----------------------|
| | £ | £ | £ |
| Unrestricted funds | | | |
| General fund | 46,991 | (24,361) | 22,630 |
| Restricted funds | | | |
| DWP | 5,244 | (5,244) | - |
| Glasgow City Council-Integrated Grant Fund | 10,000 | (10,000) | - |
| | <u>15,244</u> | <u>(15,244)</u> | <u>-</u> |
| TOTAL FUNDS | <u>62,235</u> | <u>(39,605)</u> | <u>22,630</u> |

Comparatives for movement in funds

| | At 1.4.19 | Net movement in funds | At 31.3.20 |
|---------------------------|--------------|-----------------------------|---------------|
| | £ | £ | £ |
| Unrestricted funds | | | |
| General fund | 6,097 | 5,426 | 11,523 |
| | <u>6,097</u> | <u>5,426</u> | <u>11,523</u> |
| TOTAL FUNDS | <u>6,097</u> | <u>5,426</u> | <u>11,523</u> |

Glasgow Access Panel

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 16,418 | (10,992) | 5,426 |
| Restricted funds | | | |
| DWP | 6,026 | (6,026) | - |
| Glasgow City Council-Integrated Grant Fund | 20,000 | (20,000) | - |
| Peoples Health Trust | 13,966 | (13,966) | - |
| | <u>39,992</u> | <u>(39,992)</u> | <u>-</u> |
| TOTAL FUNDS | <u>56,410</u> | <u>(50,984)</u> | <u>5,426</u> |

DWP - Grant received in respect of PA's wages for Bobby Park.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

Glasgow Access Panel

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2021**

| | 31.3.21 £ | 31.3.20 £ |
|---------------------------------|--------------|--------------|
| INCOME AND ENDOWMENTS | | |
| Donations and legacies | | |
| Donations | 61 | 30 |
| Other trading activities | | |
| Work income | - | 2,200 |
| Charitable activities | | |
| Grants | 62,174 | 54,180 |
| Total incoming resources | 62,235 | 56,410 |
| EXPENDITURE | | |
| Charitable activities | | |
| Rent | 4,200 | 4,200 |
| Rates and water | 508 | 544 |
| Wages | 14,400 | 24,535 |
| Light and heat | 1,629 | 1,478 |
| Telephone | 544 | 509 |
| Postage and stationery | 18 | 29 |
| Marketing | - | 395 |
| Sundries | 1,192 | 1,598 |
| Website design and IT support | 3,938 | - |
| Trustee and volunteer expenses | - | 5,973 |
| Taxis | 4,108 | 1,345 |
| Repairs | 2,545 | 2,234 |
| Training | 3,619 | 2,188 |
| Insurance | 571 | 597 |
| Sessional workers | 768 | 2,160 |
| Catering | - | 1,272 |
| | 38,040 | 49,057 |
| Support costs | | |
| Finance | | |
| Fixtures and fittings | 671 | 1,033 |
| Governance costs | | |
| Independent examiners fee | 894 | 894 |
| Total resources expended | 39,605 | 50,984 |
| Net income | 22,630 | 5,426 |

This page does not form part of the statutory financial statements