

**Include Me 2 Club SCIO**

**Charity No. SC047911**

**Trustee's Report and Unaudited Accounts**

**31 March 2018**

**INCLUDE ME 2 CLUB SCIO  
REPORT AND FINANCIAL STATEMENT  
For year ended 31<sup>st</sup> March 2018**

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## **INCLUDE ME 2 CLUB SCIO**

### **CHARITY INFORMATION**

#### **Principal Operational Address**

c/o 24 McKelvie Cres, Barrhead, Glasgow, G78 1LY

#### **Accountants**

C Allan & Son Accountancy Services Ltd  
Abbey Mill Business Centre, Studio 102, Embroidery Mill, Paisley, PA1 1TJ

#### **Bankers**

Bank of Scotland, 112 Main Street, Barrhead, Glasgow, G78 1RD

#### **Insurance Advisors**

Keegan & Pennykid (Insurance Brokers) Ltd, 50 Queen Street, Edinburgh, EH2 3NS

#### **Trustees (as of 31.03.2018)**

- Paul McIlvenny (Chairperson)
- Christine Harding (Treasurer)
- Mark Magee (Secretary)
- Ashley McIlvenny
- Wesley Greer
- June Channing

#### **Consultants**

- Taylor Nisbet Ltd
- Bruach Design and Consultancy
- Parkhead Citizens Advice Bureau
- Edward Fitzpatrick Media

#### **Affiliations**

- Scottish Council for Voluntary Organisations
- Youth Scotland
- Play Scotland
- Inclusion Scotland
- Disability Equality Scotland
- Glasgow Council for Voluntary Sector
- East Renfrewshire Disability Action
- Voluntary Action East Renfrewshire

## **INCLUDE ME 2 CLUB SCIO**

### **LEGAL STATUS**

Include Me 2 Club (IM2C hereafter) was established in 2010 and was registered as a Scottish Charitable Incorporated Organisation (SCIO) on 10th November 2017 with the Office of the Scottish Charity Regulator (OSCR). The Charity is named Include Me 2 Club SCIO and carries the Charity No SC047911.

IM2C charitable objectives are:

The organisation is established for charitable purposes only and is for the benefit of those people of Glasgow, East Renfrewshire and Renfrewshire with additional support needs and/or physical, learning or mental health disabilities, as well as their carers and families.

IM2C purposes are:

- The provision of social and recreational activities, with the object of improving the conditions of life of the identified beneficiaries, by hosting children, youth and adult social clubs offering a range of activities, services and events;
- The relief of those in need by reason of disability and loneliness by offering respite and support via a caravan club, day trips, residential events, buddy programmes and family breaks; and helping develop social, independent living and employability skills by organising day clubs, social enterprises and a buddy programme;
- The advancement of citizenship by developing volunteering opportunities, creating roles for our members to support a range of projects and working with partners to enhance community contributions and skills development; and
- The promotion of equality and diversity for our membership, taking part in and organising campaigns that promotes the inclusion and understanding of Disability, challenging the stigma, barriers and inequalities our members face and ensuring the best possible services and opportunities are provided by working in partnership with professional, statutory, private and voluntary organisations.

## INCLUDE ME 2 CLUB SCIO

### CHAIRPERSONS REPORT

2017-18 was another amazing and pivotal year for Include Me 2 Club. It started in early 2017, when we held a consultation event with our membership that led to our new five-year strategy “our future, our say, our way” A 2021 Vision. The strategy was a clear delivery plan for the organisation to achieve its new found aims and goals. To help realise our vision, we became a Scottish Charitable Incorporated Organisation in November 2017 (SCO47911).

Some of the key highlights included the launch of our Social Enterprise Caravan Club at Haven Craig Tara, this provided an accessible and affordable approach for short breaks for our members. We established a 0-12 Junior Youth Club in Barrhead, working with children and young people as a family inclusive approach to develop and deliver new activities, programmes and events. In November, we started an Adult Social Club in Dennistoun, Mega Mondays in response to members travelling from Glasgow. Finally launching our G2 Club Nights in December, it created an inclusive clubbing event with top DJs in a popular Glasgow nightclub.

Events play a critical role in connecting our members to their wider community and we delivered a range of events across the year including the AllAboutBarrhead Rainbow Run, Fundraising Comedy Night, Community Christmas Fayre, Christmas Party and Christmas Light Switch On. We developed new partnerships with a range of key organisations such as Anipals, Dates-n-Mates, The Michael Tracey Project, East Renfrewshire Disability Action, Reidvale Neighbourhood Centre and Youth Hub during the year to advance our work together in the community and sector we work within.

We gained both national and local support by winning the Corra Foundation, #LetsChangeThat award, alongside winning the Tesco Bags of Help votes in regional stores. Two successful funding bids through Smarter Choices funds in our local community that were voted by the members of the local public.

We started the conversations about a community asset transfer of a community facility with East Renfrewshire Council, to create a community hub in the heart of Barrhead. But most of all I would like to end my report with a massive thank you to the team of thirty plus volunteers who give their time, energy and enthusiasm every week to deliver all the clubs and services the organisation now offers and a tribute to them as we couldn't do it without them. We are so privileged that people want to get involved and give their time to help us achieve a new capacity to deliver on our strategy. Again thank you for everything that you do!



Paul McIlvenny

Chairperson of Include Me 2 Club

## **INCLUDE ME 2 CLUB SCIO**

### **TRUSTEES REPORT**

#### **Secretary Report**

The last year has been one full of new and exciting developments within the IM2C, for myself was the launch of our many Social Enterprise opportunities including the Caravan Club, Club Late and our Hub Club, all of which continue to grow in numbers and in scale and provide so many amazing opportunities. The last year has also seen our membership grow and our volunteer team grow! We now have 268 members. All supported by a team of 35 amazing volunteers who volunteered over 10,000 hours of their own time to support the delivery of our various club and opportunities.

There have been many achievements for the IM2C this year from achieving charitable status to gaining national platform funding. We continue to establish ourselves in the local communities we work in and have continued to provide our members with opportunities to grow and develop their skills through volunteering. The last year has been a busy one and shows that anything is possible for those who try. This theme will definitely continue into the next year and beyond as we launch new things and expand our charity even more to continue giving children, young people and adults amazing opportunities every week!



Mark Magee

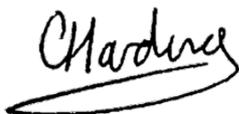
Secretary of the Include Me 2 Club

#### **Treasurers Report**

The organisation has had a fantastic year, starting off with our new strategy to grow and develop into new areas, with our biggest step being the new social enterprise approach to the Caravan Club, thanks to an Angel Investor inspired by our strategy and plans for the organisation.

The organisations financial position is fairly strong and positive, allowing us to react and take decisions to ensure the organisation continues to be reactive to the needs of our membership and developing strategic aims in the years ahead. Our good balance between income generation and funded support is key to our sustainability aims and targets, ensuring that we can continue to deliver the vital services to our members, as and when they need them.

Appointing Chris Allen & Sons as our Accountant was a vital decision to helping us develop and grow alongside our strategic and structural changes taking place.



Christine Harding

Treasurer of Include Me 2 Club

## **INCLUDE ME 2 CLUB SCIO**

### **CHARITABLE ACTIVITIES UPDATE REPORT**

#### **0-12yrs Junior Youth Club**

The process to start the 0-12 Junior Youth Club started in June 2017, after consulting with a group of local parents, interested in starting a club for their children. We worked with the team of 6 volunteers to plan, organise and design a programme for children and young people in a family approach to play, arts, sports, games, sensory activities and cooking programmes on a weekly basis. The Juniors launched in October 2017 and has quickly attracted over 20-30 young people taking part in fun, learning and engaging activities, programmes and events.

#### **Adult 18+ Mega Mondays**

Mega Monday started in November 2017 in partnership with the Reidvale Neighbourhood Centre in Dennistoun. Being approached by a number of members from Glasgow, they asked us if we could start a club in Glasgow. After consulting and recruiting a small team of volunteers to lead the East End Monday Club, we launch in early November and have been building a new approach of Disco, Karaoke, Activities including Arts & Crafts and Gardening to develop the member's interests in new programmes.

#### **Adult 18+ Tuesday Big Quiz'oke and Games Night**

Tuesday Night Big Quiz and Games Night is our weekly Social Club in Barrhead's Arthurlie Club for Adults aged 18yrs to attend weekly Disco or Karaoke, Play a 3 Part Interactive Quiz, play one of our Interactive TV Style Games Shows which include Play Your Cards Right, Deal or No Deal, Babushka or Wheel of Fortune. Alongside a weekly Bingo and Raffle the night is packed full of opportunities to get involved, work in small teams to ply your knowledge to win our weekly Quiz Team Prize or Team of the Month.

#### **Adult 18+ Wednesday Night Live**

Wednesday Night Live is our weekly Social Club in Neilston's Glen Halls, for Adults aged 18yrs to attend weekly Disco, Karaoke, Live Music and Band Nights. Alongside the weekly Bingo, Raffle and occasional race night the night takes on a different feel each week, keeping it fun and interactive for our members. We also established a Tuck Shop selling soft drinks, crisps, sweets and snacks which is run by our volunteer members, to develop new skills in handling cash, calculations and handling goods in a shop setting.

#### **Adult 18+ Club Late - #InclusiveClubbing**

Club Late is a new partnership approach with C-Change Scotland, Dates-n-Mates Scotland and Stay Up Late Scotland. After launching Club Nights in December 2017 we reached an agreement to join resources and capacities to bring a monthly re-branded Club LATE and Live LATE event to our joint memberships. Include Me 2 Club is the designated lead partner for the events and takes the lead role in planning, organising and delivering the monthly events.

#### **The Caravan Club (Social Enterprise)**

The Caravan Club started in August 2017, when we purchased our first caravan at Haven Craig Tara through the support of an Angel Investor, starting with a Rio Mobility Gold Caravan, the Caravan club was up and running, a quick promotion period followed and the first booking allowed us to accommodate our first guests within a few weeks. Since we have developed the pricing, hiring and promotional processes for future bookings where the Caravan Club provides accessible and affordable short breaks for members, for 3nts, 4nts or 7nts short breaks.

## **INCLUDE ME 2 CLUB SCIO**

### **CHARITABLE ACTIVITIES UPDATE REPORT**

#### **The Hub Club - A Daytime Approach**

The Hub Club is in its early development stages and we are in process of scoping out a new day club programme in partnership with The Michael Tracey Project, a registered care provider. We are embarking on the development of a trial programme to test-pilot the new day club approach, by offering a programme of choice, wrap-around social and informal learning programmes to meet the needs of today's care provision for our members. We are in process of trialling with Isobel Mair Secondary School in East Renfrewshire.

#### **The Hub @ James McGuire Building**

The organisation is exploring two possible building projects, one a long-term tenancy in the James McGuire Building on Main Street, Barrhead for the development of a new social enterprise approach for employability projects, shop and community space. The Dalmeny Community Centre, Barnes Street, Barrhead as part of a community asset transfer option for the running of the Hub Club, Juniors, Seniors and Community Clubs. Both options and costing are being explored for cost analysis, business planning and architectural advice.

#### **Allotment Angels**

Allotment Angels is our Urban Allotment Project in the east end of Glasgow, sited within the Reidvale Allotments in Dennistoun. The project is led by our ever keen and green fingered volunteer Susan Wilson, who started off with two raised beds, now having transformed almost half of the whole allotment, engaging the wider community, supporters and helpers alongside our members and their families learning new skills and building new networks.

#### **Young Volunteers Programme**

Having recruited three young volunteers in the last 12 months, young volunteering has presented itself as a fantastic way to start-off our 12-18yr provision, through leadership, training and accreditation pathways for those young people who want to apply themselves, give back to their local communities and gain some recognition in the process. Already with Saltire Awards at 50hrs, 100hrs being presented to our latest recruits, its fitting that some of our longer under 25 volunteers received their 200hr and 500hr Summit Certificates too! Our Young Volunteers already starting their Youth Scotland - Dynamic Youth Awards and soon to receive their first SQA Group Awards at SCQF Level 4.

#### **Community & Schools Engagement**

Include Me 2 Club delivers a wider engagement programme to community members, community groups and local schools. Through our partnerships and affiliations we have delivered a variety of Money for Life - Financial Education workshops for young people 16-24yrs, alongside our First Aid Ready - Emergency first aid skills for communities groups and members.

#### **EmployABILITY Project**

Following a successful pilot of the 1-2-1 members support to develop their CVs, support applications for jobs and prepare for interviews, we were successful in a Community Choices application from Barrhead Housing Association that will see the project develop further linking in with our Hub Plans for training and employability support.

## **INCLUDE ME 2 CLUB SCIO**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

I report on the accounts of Include Me 2 Club SCIO for the year ended 31 March 2018 which comprise the Statement of Receipts and Payments, the Statement of Balances and the related notes.

#### **Respective responsibilities of trustees and examiner**

The 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 (as amended). The trustees consider that an audit is not required for this year under Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply.

Having satisfied myself that the charity is not subject to audit under applicable law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under s.44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005;
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

#### **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 Charities and Trustee Investment (Scotland) Act 2005, Regulation 4 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and to prepare accounts which accord with the accounting records, comply with Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and with the methods and principles of the Charities Statement of Recommended Practice: Accounting and Reporting by Charities,

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 Allan  
Independent examiner  
C Allan & Son Accountancy Services Limited  
Studio 102, Embroidery Mill  
Abbey Mill Business Centre  
Paisley  
PA1 1TJ  
27 June 2018

**INCLUDE ME 2 CLUB SCIO**

**STATEMENT OF RECEIPTS AND PAYMENTS**

**For the year ended 31 March 2018**

	<b>Unrestricted funds 2018 £</b>	<b>Restricted funds 2018 £</b>	<b>Year ended 31 March 2018 £</b>
<b>Receipts</b>			
Donations	1,060	-	1,060
Grants	16,860	28,900	45,760
Fundraising	6,492	580	7,072
Charitable activities	18,667	-	18,667
Caravan Club income	-	8,019	8,019
Caravan Club loan	-	16,700	16,700
<b>Total receipts</b>	<b>43,079</b>	<b>54,199</b>	<b>97,278</b>
<b>Payments</b>			
Fundraising costs	2,274	-	2,274
Charitable activities	11,173	20,337	31,511
Governance costs	1,171	-	1,171
Purchase of Caravan & ground fees	-	23,277	23,277
<b>Total receipts</b>	<b>14,618</b>	<b>43,614</b>	<b>58,232</b>
<b>Surplus/(Deficit) for the year</b>	<b>28,460</b>	<b>10,585</b>	<b>39,045</b>

Signed on behalf of all the Trustees

Signed: 

Print Name: Paul McIlvenny

Date: 27/06/2018

**INCLUDE ME 2 CLUB SCIO**

**STATEMENT OF BALANCES**

For the year ended 31 March 2018

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2018 £</b>
<b>Receipts</b>			
Opening cash at bank and in hand	3,372	-	3,372
Surplus/(Deficit) for the year	28,460	10,585	39,045
<b>Closing cash at bank and in hand</b>	<b>31,832</b>	<b>10,585</b>	<b>42,417</b>
<b>Bank and Cash Balances</b>			
Bank deposit account	39,335	-	39,335
Caravan club account	-	2,262	2,262
Cash	820	-	820
	<b>40,155</b>	<b>2,262</b>	<b>42,417</b>
<b>Other assets - restricted fund</b>			
Caravan and ground fees			<u>21,976</u>
<b>Liabilities - restricted fund</b>			
Loan for caravan purchase (Angel investor)			<u>16,700</u>

Signed on behalf of all the Trustees

Signed:



Print Name:

Paul McIlvenny

Date: 27/06/2018

## **INCLUDE ME 2 CLUB SCIO**

### **FINANCIAL INFORMATION**

The organisation is carrying forward un-restricted reserves of £31,832 as detailed on page 11.

#### **Reserves Policy:**

The level of reserves held in each fund is shown on page 11 of the financial statements.

Include Me 2 Board of Trustees has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between three and six months of annual expenditure. The aim of the policy is to help achieve a level of financial stability and also demonstrate Include Me 2 Clubs commitment to good financial management and accountability.

The level of reserves required will be calculated and set annually and agreed as part of the Annual Budget. Budgeted expenditure for 2018/19 is £100,000 and therefore the target is £25,000 To £50,000 in general funds. The reserve is required to meet the working capital requirement of the charity.

At 31 March 2018 the total funds amounted to £42,417 of which £10,585 was restricted funds for 2018/19 received in advance, leaving a balance of £31,832 of general funds carried forward which is within the required range.

## **INCLUDE ME 2 CLUB SCIO**

### **OUR FUNDERS - A SPECIAL THANK YOU!**

A special thank you to all our supporters both individuals and organisations, who have donated, gifted or granted funds to aid our delivery of vital equipment, services, materials and overhead costs for the organisation. Every penny is thankfully and accepted with the sole purpose to continue developing and delivering the essential activities, events and programmes our members have come to enjoy.

With your help and support, we have not just managed to deliver activities, but witness and record the impact first hand, seeing each week the enjoyment, the smiles, the warmth of friendships new and old, people connecting, sharing experiences and breaking the stigma and isolation that disability can often have.

So again thank you for your kindness, generosity and support, we aim to continue our relationships, build on its strength and deliver even greater impacts for our members in the years ahead.

THANK YOU to all the funders and supporters below for your generosity!

#### **0-12 Juniors Services**

- Cashback for Communities - Generation Cashback
- The Cuthbert-MacLean Foundation
- Corra Foundation
- BBC Children in Need
- Groundworks (Tesco Bags for Help)

#### **18+yrs Adult Services**

- Big Lottery - Awards for All Scotland
- Scottish Enterprise Staff Fund
- Asda Foundation
- East Renfrewshire Council (Smarter Choices)
- Barrhead Housing Association (Smarter Choices)

#### **Individuals**

- Myles O'Donnell
- Harding Family
- Barrhead Carpets and Flooring - George & John

And to all the community members who attend our public events, thank you!