

**The Glendale Women's Café Project**  
**Report and Financial Statements**  
**For the Year Ended 1 April 2019**

**The Glendale Women's Café Project**  
**Report and Accounts for the Year Ended 1 April 2019**

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**The Glendale Women's Café Project**  
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**Reference and Administration Details**

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**Charity Name**                      The Glendale Women's Café Project

**Charity Number**                      SC047774

**Principal Address**                      2/1 74 Terregles Avenue  
Pollokshields  
Glasgow  
G41 4LX

**Trustees**                      Josephine King                      *Chair*  
Pip Ryan                      *Treasurer*  
Cathy Wilkes                      *Secretary*  
Attiya Ahmed  
Farida Fadhil  
Nabilah Haq  
Elif Polat  
Sarah Reid  
Kishwar Siddiq  
Mariam Ahmed                      *Partner from the Daisy Project*  
Syma Ahmed                      *Partner from The Glasgow Women's Library*

**Bankers**                      Co-operative Bank  
PO Box 250  
Delf House  
Skelmersdale  
WN8 6WT

**Trustees' Annual Report**

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The trustees present their report and accounts for the year ended 1 April 2019

**Structure, Governance and Management**

**Governing Document**

The Glendale Women's Café project was established in 2012 and has operated as an informal unincorporated society until this year. At 25 September 2017 it was registered with the Office of the Scottish Charity Regulator as a Scottish Charitable Incorporated Organisation (SCIO).

The Charity is governed by its constitution.

**Trustee and Management Recruitment and Training**

Our trustees held 4 meetings over the year which were advertised through our facebook page and our WhatsApp group. Our Chair Josephine King attended a SEIN (South East Integration Network) meeting, and (together with our coordinator Godsai) two training sessions in the use of photography in small organisations, and a training day on how to have fantastic meetings, run by Tripod, all funded by SEIN. Other women from The Cafe attended volunteer training opportunities offered to all SEIN members.

Workers: Parveen Mahmood is our weekly Cafe Manager and Nicola Godsai is our Project Coordinator. Our Project Coordinator is part of Robertson Trust's Women's networking group

**Objectives and Activities**

**Charitable purposes**

The Glendale Women's Cafe Project is for the benefit of women in Pollokshields. We aim to advance citizenship and community development in Pollokshields and create a cohesive community. We do this through providing women with information, opportunities for personal development and engagement with wider society.

**Significant Activities**

We create a regular welcoming safe space for women to meet each other and build friendships, skills and confidence. We link local women to other services and encourage engagement and participation in our local community and wider society.

We operate for one day a week during the school term providing social, learning and creative opportunities. We deliver many of our offers through partnerships with other local community groups, charities and 3rd sector organisations. We respond to what local women tell us they would like, offering a different range of workshops, talks and activities each week. We link local women to other services and encourage engagement and participation in our local community and wider society.

## Trustees' Annual Report

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### Achievements and Performance

Over the year we ran The Cafe on 38 days, with 680 individual visits from local women from Pollokshields.

Through bringing women of our ethnically diverse neighbourhood together, we hope to nurture positive relationships and understanding, creating a more engaged and cohesive neighbourhood for everyone.

#### Highlights of our 2018/2019 year:

Seven workshops facilitated by artists group Pester and Rossi, to create our own banner, which was created by many members through sewing, crochet, beadwork, and painting.

On 24<sup>th</sup> January 2019 A group of our members carried the banner up Shields Road and down Albert Drive to The Hidden Gardens, where we attended an event 'Here hear, Aunties' with fireside performances to celebrate a Women's Burns Night.

#### Summary of our year's achievements:

Over the year we delivered the following sessions from our rented base at 423 Shields Road. We advertised all events on our Facebook page (680 likes, and 733 followers!).

- 26 **ESOL** classes delivered through partnership with Clyde College (Victoria)
- 18 **massage** therapy sessions delivered by Mary from Star Therapies and from Marion
- 14 **sewing** sessions delivered by Kusar
- 2 seed bead **jewellery** sessions delivered by Khansa & Sadaf
- 3 Doorstop sewing sessions run by Khansa
- 2 Pester & Rossi banner making workshops as part of Glasgow International Festival of Visual Art 2018 -
- Participation in the Hear Here, Aunties (Women's Burns Night Event at The Hidden Gardens)
- 1 visit to the Pollokshields Development Initiative Community Fridge and Shop
- 1 visit to the Govanhill Baths Suffragette Exhibition on Victoria Road (to see our banner which was included in the exhibition)
- 1 Health and Social Care Partnership workshop
- 1 **tour** of Glasgow School of Art Archives at the Whisky Bond (29 women attended)
- 1 social enterprise workshop from CEMVO (Council on Ethnic Minority Volunteer Organisations)
- 1 Menstrual Hygiene Day workshop looking at sustainable period products from Hey Girls!
- **Mhendi art** workshops with Khansa
- 2 **Soup-in-the-Loop** information lunches. Presentations at these sessions from:
  - Pollokshields Community Trust with a feedback-gathering session
  - Tasneem from the Scottish Ethnic Minority Deaf Club
  - Alexandra from PDA about the Community Fridge
  - AMINA
  - Swap Market on Victoria Road
  - Homestart South

We also collected and raised funds for other charities. This year we collected £200.67 for Ummah Welfare in response to the crisis in Yemen and more than £50.00 (and still collecting at time of writing) for "28 too many" a charity combatting FGM.

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**Trustees' Annual Report**

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**Future Plans**

In the 2019 / 2020 year we hope to reach even more women in the community. We will continue to respond to local needs and fundraise to support our programme of weekly offers. We would like to further develop our volunteer base with better training and acknowledgement.

**Financial Review**

Reserves Policy

The trustees' policy is to maintain reserves at around £5,259 estimated at three months of normal running costs to meet commitments and to cover any unexpected expenditure if the organisation was to cease operating. Reserves at the end of the year were £22,767 of which £7,001 are unrestricted. The trustees are therefore satisfied that this policy is being met.

Financial Review

The charity generated a net surplus of £17,737 for the year ended 1 April 2019 (2018: £5,030). At balance date reserves stood at £22,767 (2018:£5,030) with £7,001 being unrestricted (2018:£2,401).

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees:

  
.....  
Josephine King

Date: 27.8.19

  
.....  
Pip Ryan

Date: 27-8-19

**Independent Examiner's Report**

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|   |                                   |
|---|-----------------------------------|
| <b>Report to the trustees/members of</b>      | The Glendale Women's Café Project |
| <b>Registered charity number</b>              | SC047774                          |
| <b>Accounts of the charity for the period</b> | 2 April 2018 - 1 April 2019       |
| <b>Set out on pages</b>                       | 1-12                              |

**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 Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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 is 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 seeks explanations from the 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 accounts.

**Independent Examiner's statement:**

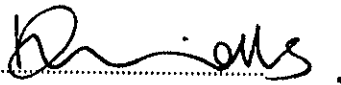
In the course of my examination, no matter has come to my attention:

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
- prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Nicholls ACCA  
Association of Chartered Certified Accountants  
Brett Nicholls Associates  
63 Ruthven Lane, Glasgow, G12 9BG

Date: 11 September 2019

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**Receipts and Payments Account**

|  | <i>Notes</i> | <i>Unrestricted<br/>Funds<br/>£</i> | <i>Restricted<br/>Funds<br/>£</i> | <i>Total<br/>Funds<br/>£</i> | <i>2018<br/>Total<br/>£</i> |
|--|--------------|-------------------------------------|-----------------------------------|------------------------------|-----------------------------|
| <b>Receipts</b>                                    |              |                                     |                                   |                              |                             |
| Donations  | 2            | 6,000                               | -                                 | 6,000                        | 10,767                      |
| Grants   | 3            | 683                                 | 32,089                            | 32,772                       | 7,497                       |
|  |              | <u>6,683</u>                        | <u>32,089</u>                     | <u>38,772</u>                | <u>18,264</u>               |
| <b>Payments</b>                                    |              |                                     |                                   |                              |                             |
| Charitable Activities Costs                        | 4            | 2,083                               | 18,952                            | 21,035                       | 13,234                      |
|  |              | <u>2,083</u>                        | <u>18,952</u>                     | <u>21,035</u>                | <u>13,234</u>               |
| <b>Payments Related to Assets and Investments:</b> |              |                                     |                                   |                              |                             |
| Fixed Asset Purchases                              |              | -                                   | -                                 | -                            | -                           |
| <b>Total Payments</b>                              |              | <u>2,083</u>                        | <u>18,952</u>                     | <u>21,035</u>                | <u>13,234</u>               |
| <b>Net Receipts/-Payments</b>                      |              | <u>4,600</u>                        | <u>13,137</u>                     | <u>17,737</u>                | <u>5,030</u>                |
| <i>Transfers Between Funds</i>                     |              |                                     |                                   | -                            | -                           |
| Net Surplus/-Deficit for the Year                  |              | 4,600                               | 13,137                            | 17,737                       | 5,030                       |
| <i>Funds Brought Forward</i>                       |              | 2,401                               | 2,629                             | 5,030                        |                             |
| <b>Funds Carried Forward</b>                       | 6            | <u>7,001</u>                        | <u>15,766</u>                     | <u>22,767</u>                | <u>5,030</u>                |

The notes on pages 10 to 12 form an integral part of these accounts.



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Statement of Balances

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|                                      | <i>Unrestricted<br/>Funds</i> | <i>Restricted<br/>Funds</i> | <i>Total<br/>Funds</i> | <i>2018<br/>Total</i> |
|--------------------------------------|-------------------------------|-----------------------------|------------------------|-----------------------|
|                                      | £                             | £                           | £                      | £                     |
| Opening Cash and Bank Balances       | 2,401                         | 2,629                       | 5,030                  | 0                     |
| <i>Surplus/-Deficit for the year</i> | 4,600                         | 13,137                      | 17,737                 | 5,030                 |
| Closing Cash and Bank Balances       | <u>7,001</u>                  | <u>15,766</u>               | <u>22,767</u>          | <u>5,030</u>          |

Signed on behalf of the trustees:

*Josephine King*  
.....  
Josephine King

Date: *27.8.19.*

*P Ryan*  
.....  
Pip Ryan

Date: *27.8.19*

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**Notes to the Accounts**

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**1. Basis of Preparation**

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

| <b>2. Donations</b>              | <i>Unrestricted<br/>Funds</i> | <i>Restricted<br/>Funds</i> | <i>Total<br/>Funds</i> | <i>2018<br/>Total</i> |
|----------------------------------|-------------------------------|-----------------------------|------------------------|-----------------------|
|                                  | £                             | £                           | £                      | £                     |
| Individual Donations             | 6,000                         | -                           | 6,000                  |                       |
| Gift from unincorporated society |                               |                             | -                      | 10,767                |
|                                  | <u>6,000</u>                  | <u>-</u>                    | <u>6,000</u>           | <u>10,767</u>         |
| <br>                             |                               |                             |                        |                       |
| <b>3. Grants</b>                 | <i>Unrestricted<br/>Funds</i> | <i>Restricted<br/>Funds</i> | <i>Total<br/>Funds</i> | <i>2018<br/>Total</i> |
|                                  | £                             | £                           | £                      | £                     |
| Awards for All                   |                               | 9,970                       | 9,970                  |                       |
| Culture & Sport                  |                               |                             | -                      | 1,100                 |
| Glasgow Life                     |                               | 1,500                       | 1,500                  |                       |
| People's Health Trust            |                               | 1,314                       | 1,314                  | 2,629                 |
| Robertson Trust                  |                               | 6,500                       | 6,500                  |                       |
| Rosa - Women2Women               |                               | 5,655                       | 5,655                  | 2,605                 |
| Scottish Community               | 183                           |                             | 183                    |                       |
| Southeast Integration Network    |                               | 5,150                       | 5,150                  |                       |
| Southside Housing Association    | 500                           |                             | 500                    | 600                   |
| The Daisy Project                |                               |                             | -                      | 563                   |
| Wesleyan Foundation              |                               | 2,000                       | 2,000                  |                       |
|                                  | <u>683</u>                    | <u>32,089</u>               | <u>32,772</u>          | <u>7,497</u>          |

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| 4. Charitable Activities Costs | <i>Unrestricted<br/>Funds</i><br>£ | <i>Restricted<br/>Funds</i><br>£ | <i>Total<br/>Funds</i><br>£ | <i>2018<br/>Total</i><br>£ |
|--------------------------------|------------------------------------|----------------------------------|-----------------------------|----------------------------|
| Accountancy                    | 666                                |                                  | 666                         | 35                         |
| Café consumables               |                                    |                                  | -                           | 73                         |
| Crockery                       |                                    |                                  | -                           | 34                         |
| Events & workshops             | 683                                | 2,562                            | 3,245                       | 2,295                      |
| Catering                       |                                    | 1,025                            | 1,025                       | 1,835                      |
| Insurance                      |                                    | 304                              | 304                         | 304                        |
| Rent                           |                                    | 2,000                            | 2,000                       | 1,200                      |
| Software and IT                | 485                                |                                  | 485                         |                            |
| Stationery & Materials         | 34                                 | 113                              | 147                         | 344                        |
| Therapies                      |                                    | 1,680                            | 1,680                       | 330                        |
| Training                       |                                    |                                  | -                           | 480                        |
| Travel                         |                                    | 183                              | 183                         |                            |
| Wages                          |                                    | 11,085                           | 11,085                      | 4,504                      |
| Website                        |                                    |                                  | -                           | 1,800                      |
| Return of Grant                | 215                                |                                  | 215                         |                            |
|                                | <u>2,083</u>                       | <u>18,952</u>                    | <u>21,035</u>               | <u>13,234</u>              |

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**Notes to the Accounts**

**5. Related Party Transactions**

No trustee received remuneration or expenses in the year (2018: Nil)

There were no related party transactions during the year (2018: Nil).

**6. Funds Analysis**

|                               | <i>Opening<br/>Balance</i> |                 |                 |                  | <i>Closing<br/>Balance</i> |
|-------------------------------|----------------------------|-----------------|-----------------|------------------|----------------------------|
| <b>Unrestricted</b>           | <i>1 April 18</i>          | <i>Receipts</i> | <i>Payments</i> | <i>Transfers</i> | <i>1 Apr 19</i>            |
| General                       | 2,401                      | 6,683           | 2,083           | -                | 7,001                      |
|                               | <u>2,401</u>               | <u>6,683</u>    | <u>2,083</u>    | <u>-</u>         | <u>7,001</u>               |
| <b>Restricted</b>             |                            |                 |                 |                  |                            |
| Awards for All                | -                          | 9,970           | -               | -                | 9,970                      |
| Glasgow Life                  | -                          | 1,500           | 1,500           | -                | -                          |
| People's Health Trust         | 2,629                      | 1,314           | 3,943           | -                | -                          |
| Robertson Trust               | -                          | 6,500           | 4,875           | -                | 1,625                      |
| Rosa - Women2Women            | -                          | 5,655           | 1,484           | -                | 4,171                      |
| Southeast Integration Network | -                          | 5,150           | 5,150           | -                | -                          |
| Wesleyan Foundation           | -                          | 2,000           | 2,000           | -                | -                          |
|                               | <u>2,629</u>               | <u>32,089</u>   | <u>16,952</u>   | <u>-</u>         | <u>15,766</u>              |
| <b>Grand Total</b>            | <u>5,030</u>               | <u>38,772</u>   | <u>19,035</u>   | <u>-</u>         | <u>22,767</u>              |

**Purposes of Funds**

**General Fund**

There is only one unrestricted fund, the General Fund for day-to-day running of the charity.

**Awards for All**

- funding received towards project costs in 2019/20

**Glasgow Life**

- funding received towards costs relating to sewing workshops

**People's Health Trust**

- funding received towards salary costs, overheads and therapy services

**Robertson Trust**

- funding received towards the cost of the project coordinator and project costs

**Rosa - Women2Women**

- funding received towards the cost of the café coordinator and staff development costs.

**Southeast Integration Network**

- funding received towards the café manager salary, café catering and massage therapies.

**Wesleyan Foundation**

- funding received towards the café rental