

*Scottish Charity No. SC035701  
Scottish Company Registration No. SC269608*

**Out of the Box (Scotland) Limited**  
(a company limited by guarantee)

*Directors' Report and Financial Statements*  
Year ended 30 June 2023



**Innes & Partners**  
Chartered Certified Accountants

# **Out of the Box (Scotland) Limited**

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# Out of the Box (Scotland) Limited

## Report of the Directors for the year ended 30 June 2023

The Directors (who are also Trustees for the purpose of Charity law) are pleased to present their report together with the financial statements of the company for the year ended 30 June 2023.

### Registered and principal Office

15 Castle Heather Road  
Inverness  
Scotland  
IV2 4EA

### Bankers

Royal Bank of Scotland  
29 Harbour Road  
Inverness  
IV1 1NU

### Status of Charity and Governing Document

Out of the Box (Scotland) Limited is a company limited by guarantee (Number SC269608) and is a registered Scottish charity (Number SC035701), governed by its Memorandum and Articles of Association.

In the event of the charity being wound up, each company member undertakes to contribute to the assets of the company such amounts as may be required, not exceeding £1.

### Aims and charitable objectives

The objects of the company shall be to promote the advancement of the Christian Faith and the worship of God in Scotland and elsewhere by any means whatsoever including but not by way of limitation the preaching and proclamation of the Christian Gospel using performing arts and the teaching of Christian doctrine and principles.

### Directors and Office Bearers

The Directors (who are also Trustees for the purpose of charity law) who served during the year were as follows:

#### Directors

Gillian Gunn  
Elaine K Watt  
Elaine Kirkham (resigned 27 February 2023)  
Geoffrey Todd  
David Humphris  
Matthew Donn  
Alex MacQueen

#### Company Secretary

Stephen R Cranston

#### Day to day management

Chris Watt

The Directors are in regular touch in order to decide management issues. Directors are appointed under the Memorandum and Articles of Association. One third of the Directors retire each year, by length of current appointment, and are eligible for re-election.

New Directors are appointed at the discretion of the Board. New Directors familiarise themselves with the Charity's values, aims and objectives together with its day-to-day operations, in addition to clarifying their statutory responsibilities as Directors of a company limited by guarantee and Trustees of a charity.

## **Out of the Box (Scotland) Limited**

### **Report of the Directors for the year ended 30 June 2023**

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#### **Achievements and performance**

The charity employs a full-time Children's Worker, Chris Watt, and two part-time Associate Children's Workers, Carol Hutchison and Matthew Todd. Chris, Carol and Mathew work with schools and churches across Scotland.

We continued to increase our 'in person events' following COVID, working with churches particularly. Summer was filled with three holidays clubs and a Scripture Union Camp. Lossiemouth, Longside and North Uist were the venues for holiday clubs.

We continued the production of our RME resource 'Intro Series', with a further two weeks of filming in July 22. We then spent time editing, writing and designing the resource material, creating marketing materials, website development and more.

We also spent time in the development stages of some new holiday club material and our new Christmas production.

We moved into our new office in November 22.

The Directors are grateful to a growing number of individuals and churches for their financial support.

#### **Financial review**

There was a deficit for the year of £10,599 (2022: Surplus £5,041). This, when deducted from the funds brought forward of £52,850 (2022: £57,891) gives rise to total funds carried forward of £42,251 (2022: £52,850). The amounts held in each fund are shown in notes 16 and 17 of the accounts. The directors consider that sufficient funds are available in order to meet the immediate needs of the charity.

#### **Reserves**

It is the policy of the company to maintain unrestricted funds, ie, funds not committed or invested in fixed assets, at a level which equates to approximately three months unrestricted expenditure. This allows sufficient funds to enable the ongoing work of the company to be maintained. The general fund held at 30 June 2023 was £21,150 (2022: £31,821) and is more than the target level. Total reserves amounted to £42,251 (2022: £52,850).

# Out of the Box (Scotland) Limited

## Report of the Directors for the year ended 30 June 2023

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### Statement on risk

The Board regularly reviews the financial and non-financial risks that the charity faces, and action has been taken to mitigate these risks, including regular reviews of insurance and health and safety procedures.

### Future plans

The Management Committee hopes that the charity will continue to develop its work with schools and churches in the North of Scotland and also look to develop the work further across Scotland.

### Donated services and premises

During the year, over 50 hours of volunteer time was donated to the charity. Without these volunteers, the charity would not be able to operate at the capacity it currently does. We are very grateful for the time and experience these volunteers have gifted to us.

We are grateful for the continued provision of our premises, donated to us by Rendon Catering Supplies Limited.

### Statement of Directors' Responsibilities

Charity law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of the charity's affairs and of its incoming resources and application of resources, including its surplus or deficit for that year, and which have been properly prepared from and are in agreement with the accounting records of the charity and comply with relevant disclosure requirements.

In preparing those financial statements, the Directors are required to:

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

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the charity's financial position and enable the Directors to ensure that the financial statements comply with the Companies Act 2006. The Directors are also responsible for taking such steps as are reasonably open to them to safeguard the charity's assets and to prevent and detect fraud and other irregularities.

The Director's Report has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

*On behalf of the board*



Elaine K Watt  
Director

Dated: 5 March 2024

# Out of the Box (Scotland) Limited

## Report of the Independent Examiner to the Trustees for the year ended 30 June 2023

I report on the accounts of the company for the year ended 30 June 2023 which are set out on pages 5 to 11.

### Respective responsibilities of Trustees and examiner

The Charity's Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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.

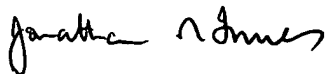
### Basis of independent examiner's statement

My examination is 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 seeks explanations from the trustees concerning 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 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 (as amended), and
  - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations (as amended)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.



Jonathan N Innes FCCA  
Innes & Partners Limited  
Chartered Certified Accountants  
9 Ardross Street  
Inverness  
IV3 5NN

Date: 6/3/2024

**I+P** Innes & Partners  
Chartered Certified Accountants

## Out of the Box (Scotland) Limited

### Statement of Financial Activities (incorporating Income and Expenditure Account)

For the year ended 30 June 2023

	Notes	General fund £	Designated fund £	Restricted fund £	2023 Total £	2022 Total £
<b>Income</b>						
Donations and legacies	2	41,963	-	16,200	58,163	57,658
Charitable activities	3	5,489	-	-	5,489	4,375
Other trading activities	4	598	-	-	598	4,985
<b>Total income</b>		<b>48,050</b>	<b>-</b>	<b>16,200</b>	<b>64,250</b>	<b>67,018</b>
<b>Expenditure</b>						
Charitable activities	5	58,720	4,192	11,936	74,848	72,059
<b>Total expenditure</b>		<b>58,720</b>	<b>4,192</b>	<b>11,936</b>	<b>74,848</b>	<b>72,059</b>
<b>Net income/(expenditure) before transfers</b>		<b>(10,671)</b>	<b>(4,192)</b>	<b>4,264</b>	<b>(10,599)</b>	<b>(5,041)</b>
Transfers	17,18	-	-	-	-	-
<b>Net movement in funds after transfers</b>		<b>(10,671)</b>	<b>(4,192)</b>	<b>4,264</b>	<b>(10,599)</b>	<b>(5,041)</b>
<b>Total funds brought forward</b>		<b>31,821</b>	<b>6,266</b>	<b>14,763</b>	<b>52,850</b>	<b>57,891</b>
<b>Total funds carried forward</b>	<b>16</b>	<b>21,151</b>	<b>2,074</b>	<b>19,027</b>	<b>42,251</b>	<b>52,850</b>
<b>Represented by:</b>						
<b>Unrestricted fund</b>	<b>17</b>					
General		21,150	-	-	21,150	31,821
<b>Designated fund</b>	<b>17</b>					
Designated assets		-	2,074	-	2,074	6,266
<b>Restricted fund</b>	<b>18</b>					
Associate children's worker fund		-	-	19,027	19,027	14,763
<b>Total funds</b>		<b>21,150</b>	<b>2,074</b>	<b>19,027</b>	<b>42,251</b>	<b>52,850</b>

The notes on pages 7 to 11 form part of these financial statements.

# Out of the Box (Scotland) Limited

(Registered No: SC269608)

## Balance sheet

As at 30 June 2023

	Notes	General fund £	Designated fund £	Restricted fund £	2023 Total £	2022 Total £
<b>Fixed assets</b>						
Tangible assets	12	-	4,473	-	4,473	6,266
<b>Total fixed assets</b>		-	4,473	-	4,473	6,266
<b>Current assets</b>						
Debtors	14	4,630	-	-	4,630	3,063
Cash at bank and in hand		30,987	-	4,264	35,251	45,339
<b>Total current assets</b>		35,617	-	4,264	39,881	48,402
<b>Liabilities</b>						
Creditors: falling due within one year	15	(2,103)	-	-	(2,103)	(1,818)
<b>Net current assets</b>		33,514	-	4,264	37,778	46,584
<b>Total assets less current liabilities</b>		33,514	4,473	4,264	42,251	52,850
<b>Total net assets</b>		33,514	4,473	4,264	42,251	52,850
<b>The funds of the Charity</b>						
General fund	16	21,150	-	-	21,150	31,821
Designated fund	16	-	2,074	-	2,074	6,266
Restricted fund	17	-	-	19,027	19,027	14,763
<b>Total charity funds</b>		21,150	2,074	19,027	42,251	52,850

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

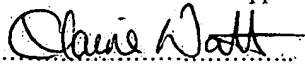
For the year ending 30 June 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Directors' responsibilities

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

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

The financial statements were approved by the Board on 5<sup>th</sup> MARCH 2024 and signed on their behalf by:

  
Elaine Watt (Director)

The notes on pages 7 to 11 form part of these financial statements.



# Out of the Box (Scotland) Limited

## Notes to the Financial Statements for the year ended 30 June 2023

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### 1. Accounting policies

#### *Accounting convention*

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005, the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### *Basis of financial statements*

The financial statements have been prepared on an accruals basis.

#### *Income and debtors*

All income is included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Debtors are valued at cost at the year end and adjusted for any amounts considered to be unrecoverable.

#### *Expenditure and creditors*

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. Creditors are valued at cost at the year end and split between amounts due in less than one year and amounts due in more than one year.

#### *Pensions*

The charity contributes to defined contribution pension schemes of the employees.

#### *Tangible fixed assets*

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Equipment	25% on cost
Motor Vehicles	20% on cost

#### *Statement of Financial Activities*

For the purpose of the Statement of Financial Activities as shown on page 5, funds are defined as follows:

**Unrestricted funds** comprise income received for the objects of the company without further specified purpose and are available as general funds.

**Designated funds** comprise those funds which have been earmarked by the directors for particular purposes in agreement with the charitable objectives.

**Restricted funds** comprise income which has been received for the objects of the company and specified for a restricted purpose within these objects by the donor.

## Out of the Box (Scotland) Limited

### Notes to the financial statements

For the year ended 30 June 2023

2. Donations and legacies	General fund	Designated fund	Restricted fund	2023 Total	2022 Total
	£	£	£	£	£
Donations	29,974	-	16,200	46,174	43,806
Gift Aid receivable	8,304	-	-	8,304	5,644
Grant	3,000	-	-	3,000	7,500
Facebook donations	685	-	-	685	708
	<b>41,963</b>	<b>-</b>	<b>16,200</b>	<b>58,163</b>	<b>57,658</b>

Income from donations and legacies was £58,163 (2022: £57,658) of which £41,963 was general (2022: £41,458), £nil was designated (2022: £nil) and £16,200 was restricted (2022: £16,200).

3. Charitable activities - income	General fund	Designated fund	Restricted fund	2023 Total	2022 Total
	£	£	£	£	£
Puppet shows and events	5,489	-	-	5,489	4,235
Fund raising	-	-	-	-	140
	<b>5,489</b>	<b>-</b>	<b>-</b>	<b>5,489</b>	<b>4,375</b>

Income from charitable activities was £5,489 (2022: £4,375) of which £5,489 was general (2022: £4,375), £nil was designated (2022: £nil) and £nil was restricted (2022: £nil).

4. Other trading activities	General fund	Designated fund	Restricted fund	2023 Total	2022 Total
	£	£	£	£	£
Bank interest	117	-	-	117	13
Inv Presb rent contribution	75	-	-	75	300
Other	406	-	-	406	4,672
<b>Total trading income</b>	<b>598</b>	<b>-</b>	<b>-</b>	<b>598</b>	<b>4,985</b>

Income from other resources was £598 (2022: £4,985) of which £598 was general (2022: £4,985), £nil was designated (2022: £nil) and £nil was restricted (2022: £nil).

5. Charitable activities - expenditure	Direct costs	Support costs	2023 Total	2022 Total
Activity	£	£	£	£
Charitable activities (note 6/7)	57,768	17,081	74,848	72,059
	<b>57,768</b>	<b>17,081</b>	<b>74,848</b>	<b>72,059</b>

#### Of which:

Relating to general fund	45,832	12,889	58,720	55,044
Relating to designated fund	-	4,192	4,192	4,528
Relating to restricted fund	11,936	-	11,936	12,487

## Out of the Box (Scotland) Limited

Notes to the financial statements  
For the year ended 30 June 2023

6. Direct costs	General fund	Designated fund	Restricted fund	2023 Total	2022 Total
	£	£	£	£	£
Staff costs (note 8)	39,270	-	11,716	50,986	49,760
Equipment and materials	1,165	-	-	1,165	3,690
Motor vehicle costs	1,785	-	-	1,785	2,358
Travel and accommodation	1,363	-	-	1,363	1,075
Publicity	49	-	-	49	98
Staff expenses	2,200	-	220	2,420	4,102
	<u>45,832</u>	<u>-</u>	<u>11,936</u>	<u>57,768</u>	<u>61,083</u>

Expenditure from direct costs was £57,768 (2022: £61,083) of which £45,832 was general (2022: £49,842), £nil was designated (2022: £nil) and £11,936 was restricted (2022: £11,241).

7. Support costs	General fund	Designated fund	Restricted fund	2023 Total	2022 Total
	£	£	£	£	£
Professional fees	1,254	-	-	1,254	2,490
Office costs	5,138	-	-	5,138	-
Independent examination	726	-	-	726	726
Depreciation	-	4,192	-	4,192	4,528
Sundry expenses	5,771	-	-	5,771	3,232
	<u>12,889</u>	<u>4,192</u>	<u>-</u>	<u>17,081</u>	<u>10,976</u>

Expenditure from support costs was £17,081 (2022: £10,898) of which £12,889 was general (2022: £6,370), £4,192 was designated (2022: £4,528) and £nil was restricted (2022: £nil).

8. Staff costs and numbers	2023	2022
	£	£
Gross salaries	48,558	47,477
Pension contributions	2,428	2,283
	<u>50,986</u>	<u>49,760</u>

The average number of employees during the year was 3 (2022: 3). There are no employees receiving more than £60,000.

### 9. Directors' remuneration and expenses

No Director received any remuneration or expenses in the year (2022: nil).

### 10. Liability of Members

The company is limited by guarantee, with the liability of each member limited to £1. There were 6 (2022: 7) members at 30 June 2023.

### 11. Related party transactions

There were no remunerations or expenses paid to the Trustees for their roles as trustees. However a salary of £24,199 (2022: £23,606) was paid to Chris Watt during the year for his role as children's worker, Chris is the husband of trustee Elaine Watt.

During the year, the charitable company paid fees to Phil Todd of £2,200 (2022: £3,602), for services rendered in connection with shows and events. A salary of £11,435 (2022: £11,892) was paid to Matthew Todd for his role as a part time associate childrens worker. Matthew & Phil are brothers of Geoffrey Todd, Trustee. Donations of £1,460 were received from Trustees (2022: £2,673).

## Out of the Box (Scotland) Limited

### Notes to the financial statements For the year ended 30 June 2023

#### 12. Tangible fixed assets

	Equipment	Motor vehicle	Total
Cost	£	£	£
At 1 July 2022	13,274	12,500	25,774
Additions	2,399	-	2,399
At 30 June 2023	15,673	12,500	28,173
Depreciation			
At 1 July 2022	10,341	9,167	19,508
Charge for year	1,692	2,500	4,192
At 30 June 2023	12,033	11,667	23,700
Net book value			
At 30 June 2023	3,640	833	4,473
At 30 June 2022	2,933	3,333	6,266

#### 13. Taxation

No liability to UK Corporation Tax arises in the light of the company's charitable status.

#### 14. Debtors: amounts falling due within one year

	2023	2022
	£	£
Gift Aid debtor	4,630	3,063
	4,630	3,063

#### 15. Creditors: amounts falling due within one year

	2023	2022
	£	£
Accrued expenses	1,134	1,112
Social security and other taxes	969	705
	2,103	1,818

#### 16. Analysis of Net Assets Among Funds

	Unrestricted Funds	Restricted Funds	Designated Funds	Total Funds
	£	£	£	2023
				£
Fixed Assets	-	-	4,473	4,473
Current Assets	35,617	4,264	-	39,881
Current Liabilities	(2,103)	-	-	(2,103)
As at 30 June 2023	33,514	4,264	4,473	42,251
	Unrestricted Funds	Restricted Funds	Designated Funds	Funds
	£	£	£	2022
				£
Fixed Assets	-	-	6,266	6,266
Current Assets	33,525	14,877	-	48,402
Current Liabilities	(1,704)	(114)	-	(1,818)
As at 30 June 2022	31,821	14,763	6,266	52,850

## Out of the Box (Scotland) Limited

### Notes to the financial statements

For the year ended 30 June 2023

17. Unrestricted funds	Balance at 01.07.22	Income	Expenditure	Transfers	Balance at 30.06.23
	£	£	£	£	£
General fund	31,821	48,049	(58,720)	-	21,150
<b>Designated fund</b>					
Designated assets	6,266	-	(4,192)	-	2,074
<b>Total unrestricted funds</b>	<b>38,087</b>	<b>48,049</b>	<b>(62,912)</b>	<b>-</b>	<b>23,224</b>

	Balance at 01.07.21	Income	Expenditure	Transfers	Balance at 30.06.22
	£	£	£	£	£
General fund	36,047	50,818	(55,044)	-	31,821
<b>Designated fund</b>					
Designated assets	10,794	-	(4,528)	-	6,266
<b>Total unrestricted funds</b>	<b>46,841</b>	<b>50,818</b>	<b>(59,572)</b>	<b>-</b>	<b>38,087</b>

#### Explanation of funds

*The General fund* represents all income and expenditure relating to the primary focus activities of the charitable company, other than those for which funding is designated or restricted.

*The Designated assets fund* represents the net book value of the fixed assets held by the company.

18. Restricted fund	Balance at 01.07.22	Income	Expenditure	Transfers	Balance at 30.06.23
	£	£	£	£	£
Associate children's worker fund	14,763	16,200	(11,936)	-	19,027
<b>Total restricted funds</b>	<b>14,763</b>	<b>16,200</b>	<b>(11,936)</b>	<b>-</b>	<b>19,027</b>

	Balance at 01.07.21	Income	Expenditure	Transfers	Balance at 30.06.22
	£	£	£	£	£
Associate children's worker fund	11,050	16,200	(12,487)	-	14,763
<b>Total restricted funds</b>	<b>11,050</b>	<b>16,200</b>	<b>(12,487)</b>	<b>-</b>	<b>14,763</b>

#### Explanation of fund

*The Associate children's worker fund* represents money received specifically to pay the salary of these workers.