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21 DEC 2018

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Forth Valley Language Support CIC

Report of the Directors and

Unaudited Financial Statements

for the Year Ended 31 March 2018

Whitelaw Wells
9 Ainslie Place
Edinburgh
Midlothian
EH3 6AT

FRIDAY



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21/12/2018
COMPANIES HOUSE

Forth Valley Language Support CIC

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for the Year Ended 31 March 2018**

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Forth Valley Language Support CIC

**Company Information
for the Year Ended 31 March 2018**

DIRECTORS:

B G Guthrie
S Malik
K S Sagar

REGISTERED OFFICE:

Community Education Centre
Park Street
Falkirk
FK1 1RE

REGISTERED NUMBER:

SC450634 (Scotland)

ACCOUNTANTS:

Whitelaw Wells
9 Ainslie Place
Edinburgh
Midlothian
EH3 6AT

BANKERS:

Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

Forth Valley Language Support CIC

Report of the Directors for the Year Ended 31 March 2018

The directors present their report with the financial statements of the company for the year ended 31 March 2018.

PRINCIPAL ACTIVITY

FVLS CIC provides a translation and interpreting service to local public service providers.

The service enables public service providers to communicate effectively with service users who do not speak English as their first language. This helps service providers to plan and deliver services which are appropriate and sensitive to the needs of local minority ethnic communities.

Local residents from minority ethnic communities are able to access statutory services promoting social inclusion and eliminating any discrimination.

FVLS CIC stakeholders are local statutory, voluntary and private organisations that provide services to the local communities. Local minority ethnic communities are also stakeholders. Consultation events are held in partnership with NHS Forth Valley for NHS staff and minority ethnic communities to establish the best methods of service delivery to ensure all local residents are able to access an equitable service.

Feedback is also obtained through interpreter time sheets to ensure FVLS services are delivered effectively and to a high standard.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 April 2017 to the date of this report.

B G Guthrie
S Malik
K S Sagar

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

ON BEHALF OF THE BOARD:

A handwritten signature in black ink, appearing to read 'S. Malik', with a horizontal line underneath it.

S Malik - Director

20 December 2018

Forth Valley Language Support CIC

**Income Statement
for the Year Ended 31 March 2018**

	Notes	2018 £	2017 £
TURNOVER		134,301	131,072
Cost of sales		74,105	74,153
GROSS SURPLUS		60,196	56,919
Administrative expenses		49,690	71,325
OPERATING SURPLUS/(DEFICIT)	4	10,506	(14,406)
Interest receivable and similar income		-	2
		10,506	(14,404)
Interest payable and similar expenses		-	51
SURPLUS/(DEFICIT) BEFORE TAXATION		10,506	(14,455)
Tax on surplus/(deficit)	5	2,004	-
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		8,502	(14,455)

The notes form part of these financial statements

**Balance Sheet
31 March 2018**

	Notes	2018 £	2017 £
FIXED ASSETS			
Tangible assets	6	407	-
CURRENT ASSETS			
Debtors	7	37,307	40,507
Cash at bank		9,261	451
		<u>46,568</u>	<u>40,958</u>
CREDITORS			
Amounts falling due within one year	8	<u>15,307</u>	<u>17,877</u>
NET CURRENT ASSETS		<u>31,261</u>	<u>23,081</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>31,668</u>	<u>23,081</u>
PROVISIONS FOR LIABILITIES		<u>85</u>	<u>-</u>
NET ASSETS		<u><u>31,583</u></u>	<u><u>23,081</u></u>
RESERVES			
Income and expenditure account		<u>31,583</u>	<u>23,081</u>
		<u><u>31,583</u></u>	<u><u>23,081</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

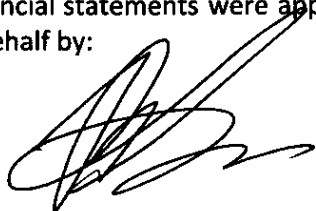
- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each 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 company.

The notes form part of these financial statements

Balance Sheet - continued
31 March 2018

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 20 December 2018 and were signed on its behalf by:

A handwritten signature in black ink, appearing to be 'B G Guthrie', written over a horizontal line.

B G Guthrie - Director

Forth Valley Language Support CIC

Notes to the Financial Statements for the Year Ended 31 March 2018

1. STATUTORY INFORMATION

Forth Valley Language Support CIC is a private company, limited by guarantee, registered in Scotland. The company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover and revenue recognition

Turnover represents invoiced sales of translation and interpreting services, and is recognised when the service is provided.

Tangible fixed assets

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

Computer equipment - 33% on cost

Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Taxation

Taxation for the year comprises current and deferred tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Current or deferred taxation assets and liabilities are not discounted.

Current tax is recognised at the amount of tax payable using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Timing differences arise from the inclusion of income and expenses in tax assessments in periods different from those in which they are recognised in financial statements. Deferred tax is measured using tax rates and laws that have been enacted or substantively enacted by the year end and that are expected to apply to the reversal of the timing difference.

Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits.

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2018**

2. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was 1 (2017 - 1).

4. OPERATING SURPLUS/(DEFICIT)

The operating surplus (2017 - operating deficit) is stated after charging:

	2018 £	2017 £
Depreciation - owned assets	203	-
	<u>203</u>	<u>-</u>

5. TAXATION

Analysis of the tax charge

The tax charge on the surplus for the year was as follows:

	2018 £	2017 £
Current tax:		
UK corporation tax	1,919	-
Deferred tax	85	-
	<u>1,919</u>	<u>-</u>
Tax on surplus/(deficit)	2,004	-
	<u>2,004</u>	<u>-</u>

UK corporation tax has been charged at 19%.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

6. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2017	350
Additions	610
Disposals	(350)
	<hr/>
At 31 March 2018	610
	<hr/>
DEPRECIATION	
At 1 April 2017	350
Charge for year	203
Eliminated on disposal	(350)
	<hr/>
At 31 March 2018	203
	<hr/>
NET BOOK VALUE	
At 31 March 2018	407
	<hr/>
At 31 March 2017	-
	<hr/>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade debtors	28,036	25,779
Prepayments and accrued income	9,271	14,728
	<hr/>	<hr/>
	37,307	40,507
	<hr/>	<hr/>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade creditors	341	9,152
Corporation tax	1,919	-
VAT	6,561	6,205
Accruals	6,486	2,520
	<hr/>	<hr/>
	15,307	17,877
	<hr/>	<hr/>

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2018**

9. RELATED PARTY DISCLOSURES

A charitable donation of £16,000 (2017: £43,000) was made to Central Scotland Regional Equality Council Ltd during the year.

S Malik, a director, provided management and interpretation services to the company in the year, for which he charged £12,195 and £2,746 respectively (2017: £11,383 and £1,758), of which £nil remained outstanding at the year end.

B Guthrie, a director, provided financial management services to the company in the year, for which he charged £600 (2017: £600), of which £nil remained outstanding at the year end.

During the year one director was reimbursed expenditure of £64 (2017: two directors of £418)

Forth Valley Language Support CIC

**Report of the Accountants to the Directors of
Forth Valley Language Support CIC**

As described on the Balance Sheet you are responsible for the preparation of the financial statements for the year ended 31 March 2018 set out on pages three to nine and you consider that the company is exempt from an audit.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.



Whitelaw Wells
9 Ainslie Place
Edinburgh
Midlothian
EH3 6AT

20 December 2018

21 DEC 2018

FRONT DESK

CIC 34**Community Interest Company Report**For official use
(Please leave blank)*Please
complete in
typescript, or
in bold black
capitals.***Company Name in
full**

FORTH VALLEY LANGUAGE SUPPORT CIC

Company Number

SC450634

Year Ending

31.03.18

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

FVLS CIC provides a translation and interpreting service to local public service providers.

The service enables public service providers to communicate effectively with service users who do not speak English as their first language. This helps service providers to plan and deliver services which are appropriate and sensitive to the needs of local minority ethnic communities.

Local residents from minority ethnic communities are able to access statutory services promoting social inclusion and eliminating any discrimination.

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary.)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

FVLS CIC stakeholders are local statutory, voluntary and private organisations that provide services to the local communities. Local minority ethnic communities are also stakeholders. Consultation events are held in partnership with NHS Forth Valley for NHS staff and minority ethnic communities to establish the best methods of service delivery to ensure all local residents are able to access an equitable service.

Feedback is also obtained through interpreter time sheets to ensure FVLS services are delivered effectively and to a high standard.

(If applicable, please just state "A social audit report covering these points is attached").

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.

The amount of monies paid or receivable by Directors in respect of qualifying services was £15,605 from 1st April 2017 to 31st March 2018.

There was no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed.

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below.


A giftaid donation of £16000 has been made to Central Scotland Regional Equality Council Limited (Charity Number SCO10373)

(Please continue on separate continuation sheet if necessary.)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

20/12/18

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Brian Guthrie

Community Education Centre

Park Street, Falkirk, FK1 1RE

Tel 01324 610950

DX Number

DX Exchange

When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

(N.B. Please enclose a cheque for £15 payable to Companies House)

