

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period

Period start date				Period end date			
Day	Month	Year		Day	Month	Year	
From	01	April	21	To	31	March	22

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Scalloway Public Hall Trust

SC000577

16 Giblestone Road

Scalloway

Shetland

ZE1 0TX

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chair		
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name

Dates acted if not for whole year

Structure, governance and management

Type of governing document

Trust deed made in 1982

Trustee recruitment and appointment

Trustees shall be elected triennially beginning April 1982 at an annual general meeting. The number of trustees shall be nine with one trustee being the owner of Giblestone House. Trustees shall hold the office for three years and be eligible for re-election for a further three years.

Other than the owner of Giblestone House the trustees will be voted on by the inhabitants both male and female of the village of Scalloway and its environs aged 18 or over.

Objectives and activities

Charitable purposes

The building is held in trust for the purpose of a public hall for the use of the inhabitants of the village of Scalloway and its environs without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the condition of life for the said inhabitants.

Summary of the main activities in relation to these objects

The hall is used for:

- Parent and toddler group
- Community Council meetings
- Room hire for private meetings, other charitable organisations, public consultations, voting etc
- Fundraising activity for the hall committee and other local charitable organisations
- Social and entertainment events
- Local weddings, funerals, celebrations
- Evening Classes
- Karate Club (new group)

Achievements and performance

Summary of the main achievements of the charity during the financial period

Scalloway Public Hall has slowly been getting back to normal following Covid and has been busy with activities and events over the year, including weddings, parties, and other events.

Some local groups have restarted to use the hall, including the Scalloway parent & toddler group, The Shetland Dogs Club, The Karate Club, etc.

Unfortunately, Scalloway Fire Festival was cancelled again due to Covid and this resulted in loss of income through ticket sales and bar takings.

The outside area at the main entrance of the hall has been completely refurbished with the old handrails and tarmac being removed. the area has been re-slabbed and is now much more accessible and attractive.

The internal hallway and toilets have been repainted which has been carried out by the community pay back group.

Looking ahead the committee will continue to fundraise and refurbish the inside of the hall where possible. Running the hall is an ongoing challenge for the local community relying on good will from volunteers who give their time to benefit others.

Financial review

Brief statement of the charity's policy on reserves

During this financial year the charity has been focused on covering basic running costs, however do understand the importance of forward planning and endeavour to build a suitable reserve to cover running costs and unforeseen circumstances for future years.

Details of any deficit

N/A

Donated facilities and services (if any)

Other optional information

Declaration

The trustees declare that they have approved the trustees' report above.

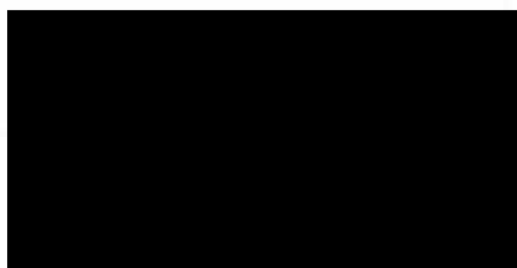
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (e.g. Chair)

Date



CHAIRPERSON

7/12/22



Office of the Scottish Charity Regulator

Independent examiner's report on the accounts

v2

Report to the
trustees/members of

Registered charity
number

On the accounts of the
charity for the period

Set out on pages

Respective
responsibilities of
trustees and examiner

Basis of independent
examiner's statement

Independent examiner's
statement

Scalloway Public Hall

SC000577

Period start date

Day	Month	Year
1 st	April	2021

to

Period end date

Day	Month	Year
31 st	March	2022

7-12

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.

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.

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
 - to 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.

Signed:

Date:

7/1/22

Name:

Relevant professional
qualification:

Address:

Voluntary Action Shetland
Market House, 14 Market Street,
Lerwick, Shetland, ZE1 0JP

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose

Receipts and payments accounts

For the period from	2021 Start date			to	2022 Period end date		
	Day	Month	Year		Day	Month	Year
	1st	April	2021		31st	March	2022

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	1,057				1,057	1,057
Legacies					-	
Grants	13,000				13,000	33,800
Receipts from fundraising activities					-	-
Gross trading receipts	6,751				6,751	840
Income from investments other than land and buildings					-	-
Rents from land & buildings					-	-
Gross receipts from other charitable activities	8,142				8,142	3,511
A1 Sub total	28,950	-	-	-	28,950	39,208
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	28,950	-	-	-	28,950	39,208
A3 Payments						
Expenses for fundraising activities	54				54	-
Gross trading payments	2,917				2,917	1,415
Investment management costs					-	-
Payments relating directly to charitable activities	18,504				18,504	17,020
Grants and donations					-	-
Governance costs					-	-
Audit / independent examination	90				90	90
Preparation of annual accounts					-	40
Legal costs					-	-
Other					-	-
A3 Sub total	21,565	-	-	-	21,565	18,565
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
A4 Sub total	-	-	-	-	-	-
Total payments	21,565	-	-	-	21,565	18,565
Net receipts / (payments)	7,385	-	-	-	7,385	20,643
A5 Transfers to / (from) funds						
Surplus / (deficit) for year	7,385	-	-	-	7,385	20,643

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	42,825				42,825	22,182
	Surplus / (deficit) shown on receipts and payments account	7,385				7,385	20,643
						-	-
						-	-
	Cash and bank balances at end of year	50,210	-	-	-	50,210	42,825
(Agree balances with receipts and payments account(s))							

Categories	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

Categories	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets	Property Insurance Valuation	General		2,500,000	2,500,000
	New Chiller	Restricted	515	329	412
		Total	515	2,500,329	2,500,412

Categories	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

Categories	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date of
approval

			7/12/22
--	--	--	---------

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

General - used to fund all charitable activities

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
		Total	

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
--	---

C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
---	---

C4b Trustee expenses - details

[illegible]

C5 Transactions with trustees and connected persons

[illegible]

C6 Other information

Salloway Public Hall Trust

SC000577

Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
Various donations	511				511	27
Legion					-	-
Toddlers Group	122				122	191
Youth Centre					-	-
Volleyball					-	-
Community Council	424				424	839
					-	-
Total	1,057	-	-	-	1,057	1,057

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
SIC	13,000		13,000	8800
SIC - COVID			-	25000
			-	
			-	
Total	13,000	-	13,000	33,800

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Room Hire	2,048				2,048	1,033
Electric Refund	6,098				6,098	2,457
Misc					-	21
					-	
					-	
					-	
					-	
Total	8,142	-	-	-	8,142	3,511

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Electric/Bottled Gas	6,576				6,576	7,580
Training					-	300
Equipment & Cleaning materials	147				147	971
Phone	1,269				1,269	1,224
Water	1,378				1,378	806
Insurance	4,798				4,798	4,992
Licences/Membership Fees	489				489	437
Maintenance	3,847				3,847	649
Waste disposal					-	-
Postage/Stationery/Misc					-	81
Total	18,504	-	-	-	18,504	17,020