



Strathbrock Community Centre  
189 (a) West Main Street  
Broxburn  
West Lothian  
EH52 5LH

# **STRATHBROCK COMMUNITY CENTRE ASSOCIATION**

Scottish Charity Number SC 003683

## **ANNUAL ACCOUNTS 2024 - 25** (PERIOD 1 APRIL 2024 – 31 MARCH 2025)

Appendix 1 - Trustees' Annual Report

Appendix 2 - Statement of Receipts and Payments including statement  
of balances and notes to the accounts

Appendix 3 - Independent Examiner's Report





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	04	2024	To	31	03	2025

Reference and administration details

Charity name	Strathbrock Community Centre Association
Other names charity is known by	
Registered charity number	SC003683
Charity's principal address	Strathbrock Community Centre 189(a) West Main Street, Broxburn, West Lothian EH52 5LH

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)
	Chairperson		Members at AGM
	Secretary		Members at AGM
	Treasurer		Members at AGM
	Vice Chairperson		Members at AGM
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## 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

The Association is a charitable unincorporated association and the purpose and administration arrangements are set out in our constitution.

### Trustee recruitment and appointment

Association Trustees are appointed and / or re-appointed at our Annual General Meeting which is held annually in May.

Office bearers are appointed or re-appointed at the first Trustee's meeting after the AGM.

## Objectives and activities

### Charitable purposes

The purpose of the charity, as detailed in our constitution, is to assist in the provision of facilities for recreation in the interests of social welfare and with the object of improving the conditions of life of those living in the area of benefit.

### Summary of the main activities in relation to these objects

The main activities for the organisation involve providing accommodation and facilities for community groups, developing new educational and social programmes, providing equipment and financial assistance in order that community groups can develop their own programmes.

We also raise funds to meet the costs of maintaining the facility and developing an additional activity programme to meet community needs.

## APPENDIX 1

### Achievements and performance

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

The Centre continues to make a significant contribution towards building a stronger local community by working towards the eight priorities of West Lothian Council. The Centre's programmes provide participants with opportunities to learn new skills and develop confidence and self-esteem. The Centre hosts an extensive range of activities and services, with the programme reflecting the changing needs and interests of the local community. A new Yoga class was added this year.

We are committed in maintaining the fabric of, and equipment within, the building. In doing so we provide a pleasant and welcoming environment for all user groups. Because of major upgrades taken over the past few years, a huge reduction in maintenance and renewals was required this financial year. However, an additional Master Freezer was added to our comprehensive equipment.

Strathbrock Community Centre Committee again hosted and financed an 'afternoon tea' following the Annual General Meeting which proved to be a great success.

Our seasonal activities continue with the programme steadily increasing. Again, the New Year Ceilidh was a highlight. Some activities are provided at a low cost to participants, made possible by subsidies from the management committee.

A memorial bench was donated in memory of a long time volunteer and grants were given to the local Fabb Club.

### Financial review

#### **Brief statement of the charity's policy on reserves**

Unrestricted funds of £70,237 were held at the year-end, an increase of almost £20,000 on the previous year, mainly due to the reduced expenditure on internal building maintenance. Under normal circumstances, the management committee feels this is appropriate. However, please see the 'Other optional information' section on page 4 for further information, which will influence future expenditure depending on the outcome of the West Lothian Council proposal.

#### **Details of any deficit**

N/A

#### **Donated facilities and services (if any)**

We again thank West Lothian Council for meeting the utility costs of the centre and for providing the facility to the trustees at no cost. However, as mentioned above, please see the 'Other Operational Information' section.

We also appreciate the Input from partner organisations including Facility Management Services and other organisations across West Lothian that assist us in ensuring that services and activities remain available to the local community. In addition, the commitment of the trustees and volunteers throughout the organisation ensure we provide a quality service.

## APPENDIX 1

### Other optional information

As part of current cost-cutting plans, West Lothian Council (WLC) is reviewing the support it gives to community services, like our Centre. Up until now, WLC has provided and maintained our building and met the operating costs, while allowing the Centre to retain the income it generated through lets etc. This allowed the Centre to provide the services to the public.

A number of options have been proposed by WLC and these, along with alternative suggestions from the community centres, are under discussion. However, the outcome expected by the Council is that each community management team should take ownership of, and responsibly for, all costs of running and maintaining the Centre.

If such an outcome is achieved, it would have serious consequences for the future viability of the Centre. The exact extent of the consequences cannot be fully established at present, but are likely to be substantial for the Centre.

It is hoped that a mutually agreed solution can be achieved soon.

### 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)

Chair

Treasurer

Date

7th July

2025

7/7/2025

2025

## APPENDIX 2

### STRATHBROCK COMMUNITY CENTRE ASSOCIATION

#### Receipts & Payments Account for the year ended 31st March 2025

		2024-25 Unrestricted Funds £	2024-25 Restricted Funds £	2024-25 TOTAL £	2023-24 Total £
<b>Receipts:</b>	<b>Note:</b>				
Room Lets		20,175	-	20,175	19,537
Lets: Temporary Deposits (refundable)	1	6,100	-	6,100	2,900
Lets: Deposits forfeited	1	600	-	600	0
Annual Membership Fees received		2,495	-	2,495	2,316
Community Events receipts	2	1,545	-	1,545	535
Activity Programme receipts	3	1,313	-	1,313	1,323
Interest / cashback		-	-	0	4
Donations received		-	-	0	0
Miscellaneous Receipts		-	-	0	0
		32,228	0	32,228	26,615
Sale of Fixed Assets & Investments		0	0	0	0
<b>Total Receipts</b>		<b>32,228</b>	<b>0</b>	<b>32,228</b>	<b>26,615</b>

		2024-25 Unrestricted Funds £	2024-25 Restricted Funds £	2024-25 TOTAL £	2023-24 Total £
<b>Payments:</b>	<b>Note:</b>				
Community Events costs	2	1,415	-	1,415	1,611
Activity Programme costs	3	2,545	-	2,545	5,009
Equipment Purchased	4	155	-	155	6,698
Building Maintenance	5	1,067	-	1,067	18,675
Insurance		624	-	624	564
Lets: Deposits refunded	1	4,200	-	4,200	1,500
Donations & Grants Made	6	1,730	-	1,730	7,460
Membership (Zoom)		0	-	0	144
Hospitality (Including AGM costs)		448	-	448	1,781
Preparation of Accounts		175	-	175	150
Miscellaneous Payments		0	-	0	0
<b>Total Payments</b>		<b>12,359</b>	<b>0</b>	<b>12,359</b>	<b>43,592</b>

<b>Surplus / (Deficit) for year</b>	<b>19,869</b>	<b>0</b>	<b>19,869</b>	<b>(-16,977)</b>
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<b>Statement of Balances:</b>	2024-25 Unrestricted	2024-25 Restricted	2024-25 TOTAL	2023-24 Total
Opening bank balances at 31/03/2024	48,990	1,365	50,355	67,334
Cash in Hand at start	11	-	13	11
Surplus/(Loss) for the year	19,869	0	19,869	(-16,977)
<b>Closing balances</b>	<b>68,870</b>	<b>1,365</b>	<b>70,237</b>	<b>50,368</b>

<b>Bank and Cash in Hand at 31/03/2025:</b>				
Virgin Bank Current Account	68,764	1,365	70,129	50,355
RBS Treasurer's Account	0	-	0	0
Cash in Hand	108	-	108	13
	<b>68,872</b>	<b>1,365</b>	<b>70,237</b>	<b>50,368</b>

#### Notes to the Accounts:

- Deposits are taken for room lets at the time of booking and are refunded if all letting rules are followed. Deposits taken in one financial year may relate to events that take place (and deposit refunds made) during the following financial year.
- The main Community Event was the Hogmany Party.
- Various activities are held during the year for the benefit of the local community. Not all are expected to be run for profit.
- A new FridgeMaster MCF96E model freezer was purchased (cost £105).
- The major maintenance cost (£1,067) was the cost of the annual carpet cleaning.
- A memorial bench (£1,250) was donated in memory of a long time volunteer, £300 to the Fabb Club and £80 gifted to FMA staff as a Christmas bonus.

## APPENDIX 2

### STRATHBROCK COMMUNITY CENTRE ASSOCIATION

#### Current Assets with Book Values (Estimated value)-

(Note: All post-2012 assets are depreciated by 20% per annum i.e. book value written off over 5 years.)

	Year Purchased	Original Cost (£)	2024-25	2023-24
			£	£
Snap-On poster frames	2019-20	122	0	24
Defibulator, cabinet & signage	2019-20	1,348	0	270
Kettle (blue)	2019-20	31	0	6
Cupboards for bowlers	2019-20	87	0	17
Window blinds	2019-20	590	0	118
HP Laptop Opp16i3-111594 & bag	2022-23	425	255	340
Samsung TV TU7020 65"	2022-23	539	323	431
TV Trolley & Cover + cables	2022-23	191	115	153
Digital webcam & speaker	2022-23	108	64	85
Sharp Microwave YC-MS02U	2022-23	75	45	60
Russell Hobbs Kettle 21401	2022-23	20	12	16
Geepas Illuminating kettle	2022-23	17	10	14
Morphy Richards kettle	2022-23	22	13	18
Gopak 5 ft. round folding tables (x3)	2023-24	914	731	914
Contour 25 Plus folding tables (x15)	2023-24	2,185	1,748	2,185
Blue PU chrome stacking chairs (x20)	2023-24	1,296	1,037	1,296
Aigostar Crystal LED table lamps (15)	2023-24	180	144	180
Hisense 40A4ktuk TV	2023-24	206	165	206
Gaming chairs, Racing style high back (x2)	2023-24	100	80	100
MiniSun Std Lamp + shelves & LED light (x2)	2023-24	76	61	76
KAIHAOWIN square folding game table	2023-24	99	79	99
KAIHAOWIN folding 4 chair set	2023-24	149	119	149
Uoisaiko large felt board tiles + pins (x2)	2023-24	51	41	51
Logic LUC50W23 fridges (x2)	2023-24	300	240	300
HAITANG Vintage large wall metal clock	2023-24	30	24	30
Black leather sofas (x2)	2023-24	1,089	879	1,089
Fridge Master MCF96E freezer	2024-25	105	105	0
Extension cables (2)	2024-25	50	50	0
			<b>6,340</b>	<b>8,237</b>

Investments - None

0 0

Liabilities - None

0 0

Contingent Liabilities - Cash to be distributed to local charities

0 1,365

(see note 6)

There were no transactions between the charity and the trustees (or connected persons) during the year.

Approved by the Trustees on 30th April 2025 and signed on their behalf

[Redacted signature area]



**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**

**Signed:**

**Name:**

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

## Independent examiner's report on the accounts

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STRATHBROCK COMMUNITY CENTRE ASSOCIATION

SC003683

Period start date				Period end date		
Day	Month	Year		Day	Month	Year
1 <sup>st</sup>	April	2024	to	31	March	2025

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.

## APPENDIX 3

### 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

None