

APPENDIX 1



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	01	2024	To	31	12	2024	

Reference and administration details

Charity name	Sisters of St Joseph of Cluny
Other names charity is known by	
Registered charity number	SC007517
Charity's principal address	St. Joseph's Convent 20h Cluny Court Henrietta Street Girvan Postcode KA26 9AL

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				
2		Provincial Superior		
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

Constitution of the Sisters of St Joseph of Cluny

Trustee recruitment and appointment

Appointed by the Provincial Leader & her Council & reviewed every 4 years.

Changed as required by the same body.

Objectives and activities

Charitable purposes

Care of the less fortunate in Scottish society – adults & children, with emphasis on education in the broader sense of caring for the whole person and helping him / her to take a place in society with dignity, self-worth & self-fulfilment.

Summary of the main activities
in relation to these objects

- Visitation of house-bound & those in Nursing Homes
- Provision of food to 'soup-kitchens'
- Sacramental Programmes in schools / parishes
- Physical upkeep of parish church – shared with lay helpers

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Achievements and performance

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

Good rapport with those we care for in the various activities listed above. However, difficult to assess success in these areas.

Financial review

Brief statement of the charity's policy on reserves

The Community in Scotland submits to the Provincial Council a Community Budget for the year to cover their own personal needs. They keep no reserves, but in emergencies can apply for further funds to the Provincial Administration in Dublin.

Details of any deficit

Donated facilities and services (if any)

GIRVAN: House owned by Province and given rent-free for the use of the St Joseph of Cluny Community there.

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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)

Trustee

Date

8th. September 2025

APPENDIX 2

Receipts and payments accounts

For the period from				to		
	01	January	2024		31	December 2024

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	200				200	200
Legacies					-	
Grants	56,210				56,210	15,822
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings	22				22	19
Rents from land & buildings					-	
Gross receipts from other charitable activities	-				-	
A1 Sub total	56,432	-	-	-	56,432	16,041
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	56,432	-	-	-	56,432	16,041
A3 Payments						
Expenses for fundraising activities					-	-
Gross trading payments					-	-
Investment management costs					-	-
Payments relating directly to charitable activities	55,002				55,002	25,639
Grants and donations	411				411	361
Governance costs:						
Audit / independent examination	420				420	408
Preparation of annual accounts					-	-
Legal costs					-	-
Other					-	-
A3 Sub total	55,833	-	-	-	55,833	26,408
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
A4 Sub total	-	-	-	-	-	-
Total payments	55,833	-	-	-	55,833	26,408
Net receipts / (payments)	599	-	-	-	599	(10,367)
A5 Transfers to / (from) funds						
Surplus / (deficit) for year	599	-	-	-	599	(10,367)

8/9/25

Section C Notes to the Accounts

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

There are only unrestricted funds which support the work of the charity. No restricted or other funds are held.

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)

C3b Trustee remuneration - details

Type of remuneration	£
Personal allowance	680

C4a Trustee expenses

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

C4b Trustee expenses - details

Type of expenditure	Number of trustees	£
Vacation expenditure	1	750

C5 Transactions with trustees and connected persons

Date	Description	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

APPENDIX 3

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Office of the Scottish Charity Regulator

Independent examiner's report on the accounts

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Report to the
trustees/members of

Sisters of St Joseph of Cluny

Registered charity
number

SC007517

On the accounts of the
charity for the period

Period start date

Day

Month

Year

01

01

2024

to

Period end date

Day

Month

Year

31

12

2024

Set out on pages

(remember to include the page
numbers of additional sheets)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 (as amended). 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 (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 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 (as amended), and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 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.

Signed:

Name:

Date:

08/09/2025

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

Address: