

## Chair's Report

### Haddington and District Day Centre 2024-25

A warm welcome to the Haddington and District Day Centre Annual General Meeting. It has been another successful year for the Day Centre thanks to staff and volunteers who continue to support a wide variety of activities in the Centre under [REDACTED] guidance.

For the past year the Day Centre has been a bit in limbo. The current building still poses difficulties with the leaking roof. We were delighted to hear that £1.75m was earmarked in East Lothians '25-'26 budget to repair and renovate Tynebank. Part of the building has been identified as suitable space for the Day Centre to move to. Although the location is not as central as the current premises, the biggest benefit is that we will at last have much needed garden space and a building which will be designed to fit the needs of current clients and clients in the future.

The latest update from the Council is that the scale of work to the building is extensive, new heating, new windows and doors throughout, removal of asbestos. The building is currently used by people with learning disabilities and the Nungate community centre. A plan is underway to find alternative provision for groups while the work is being carried out. Unfortunately we don't have any timescale for the work to take place until a suitable solution is in place for existing users of the building.

Staffing has been pretty consistent during the year. There have been a few changes to staffing hours, which has been very successful. In January, [REDACTED] started to work compressed hours, each working a four day week and covering for holidays etc. This has had minimal affect on the running of the Day Centre and both [REDACTED] enjoy the new working pattern. Other staff members have requested changes to their working hours to enable them to have a better work/life balance or pursue other interests. Again thanks to Caroline's flexibility, we have enabled staff to work part time and recruited to fill staffing gaps. Six months ago, we employed a new cook. Previously two people were employed on a part time basis, but [REDACTED] our new cook, is happy and more than capable to run the kitchen on her own.

Outreach continues to be the most challenging position to fill. It is a different type of job to working in the day centre and every effort has been made to integrate the post with the wider team. Because of the nature of the work, individuals have to work more autonomously and possibly feel that they miss out on the camaraderie of the team. We work hard to address this. We applied for additional funding to increase the service to two full time outreach workers, but unfortunately this was not funded. The money from the Carers Act is not index linked and is a fixed amount for three years. Our application to increase the funding would have given Haddington Day Centre more than other East Lothian day centres and was rejected.

The most recent addition to the Day Centre has been the car, which we have on a five year lease. A huge thanks to Stewart who did all the leg work in finding this option and [REDACTED] for making it happen. The challenge with the bus was it's ability to accommodate a client in a wheelchair which restricted numbers. Increasing mobility issues is the most challenging restriction to the service. Now that we have a smaller accessible vehicle, which can be driven by car drivers, clients using wheelchairs can attend the centre more easily. The additional transport also enables smaller groups to go out and attend different activities.

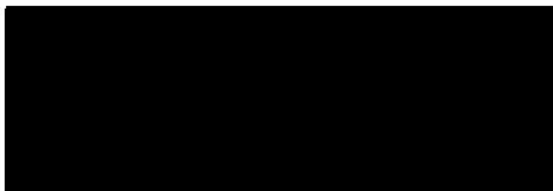
Quarterly reports and meetings with members of Council staff have been very successful and supportive. There is more emphasis on reporting and evidencing practice and my thanks go to Caroline for completing the forms on a regular basis.

The Day Centre continues to be well used and always has a waiting list. It is increasingly noticeable that the individuals referred to the day centre are much frailer and have greater needs, than before. The result of this is that the length of time clients have at the Centre is much reduced, for example it would be unlikely that individuals would attend the centre for 10 years. The job of carer continues to change and become more challenging with the increasing needs of the clients. It is hoped that a move to new premises with some outside space and different rooms to accommodate different needs will enhance the support clients receive.

This year, [REDACTED] started a carers group at the Day Centre. Unfortunately, the group sessions have not been well attended. It can take time to establish a new group and perhaps carers may not need regular support, but may need support when going through particular challenges. My thanks to [REDACTED] for pursuing this.

So another successful but challenging year for the Day Centre. Thanks go to [REDACTED] for managing the Centre in such a calm and professional way, ably supported by [REDACTED] and the staff team. Thanks also to the Trustees, with particular thanks to [REDACTED] who have all had extra responsibilities.

Any questions?



# Haddington and District Day Centre

A Scottish Charitable incorporated Organisation

SC008233

## Statement of Business as at 31 March 2025

	2024/25	2023/24
<b>Bank and Cash in Hand</b>		
Opening Balance	334,719	342,972
Surplus/(Deficit)	(4,537=)	(8,987)
Prior Year Adjustment	0	734
Closing Balance	330,182	334,719
<b>Reserves</b>		
General Funds	27,182	31,719
Vehicle replacement	53,000	53,000
Reserve for new premises	250,000	250,000
Closing Balance	330,182	334,719
<b>Assets</b>		
Minibus	0	9,000
Fixtures & Fittings -current value	2,500	5,000
	2,500	14,000

All funds are unrestricted.

No remuneration is paid to a Charity Trustee or anyone connected to a Charity Trustee.

No expenses were paid to a Charity Trustee.

Approved by the Trustees and signed on their behalf.

Chairperson

# Haddington and District Day Centre SCIO

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## Receipts and Payments 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025

	2024/25	2023/24
<b>Receipts</b>		
Support Funding ELC	175,376 ✓	155,967
Fundraising	4,216	4,625
Fuel Duty Rebate	1,509	868
Donations	3,814	3,673
Day Care Charges	54,604	50,762
Sundry Income	276	57
Interest	4,139 ✓	3,900
<b>Total Receipts</b>	<b>243,935</b>	<b>219,852</b>
<b>Payments</b>		
Wages	157,817	149,901
Staff Pensions	10,358	10,753
Inc Tax/Nl	30,232	20,423
Administrative Expenses	3,838	2,799
Minibus Insurance	1,751 ✓	1,640
Minibus Fuel	2,384	2,694
Minibus Maintenance	1,247	1,348
Catering	8,139	8,035
Catering Equipment	181	494
Cleaning Materials	1,917	1,498
Computer and Software	861	-
Day Care Refund	870	-
Fund Raising	110	210
Furniture and Fittings		92
Office Costs	265	281
Insurance	2,721 ✓	2,429
Office Equipment and Expenses	62	61
Outreach Travel & Expenses	1,784	2,030
Social Events	7,872	7,274
Sundry Expenses	888	1,013
Telephone	1,139	882
Television/Entertainment Licence	-	159
Training	-	140
Travelling Expenses	85	52
Utilities	13,954	14,629
<b>Total Expenses</b>	<b>248,473</b>	<b>228,839</b>
<b>Surplus/Deficit</b>	<b>- 4,537</b>	<b>- 8,987</b>

## **Independent Examiners Report to the Trustees of Haddington and District Day Centre**

I report on the accounts for the year end 31 March 2025.

### **Respective Responsibilities of Trustees and Examiners**

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 2006 Accounts Regulations. 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 view given by the accounts

### **Independent Examiners Statement**

In the course of my examination, no matters have come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with Section 4491(a) of the Act of Regulations 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.

