

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	May	2024		30	April	2025

Reference and administration details

Charity name	Burra Public Hall
Other names charity is known by	
Registered charity number	SC 018135
Charity's principal address	c/o Gardens
	Hamnavoe
	Shetland
	Postcode ZE2 9LB

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	Chairman		
2	Vice Chair		
3	Secretary		
4	Treasurer		
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
Janine McDowall	01/05/24 – 21/12/24

Structure, governance and management

Type of governing document

The charity is governed under a Deed of Trust established in 1959. The general management and control of the charity is the responsibility of the committee and the maximum number of members on the committee is 13. Management decisions are made at regularly convened committee meetings. All Trustees give their time voluntarily and receive no remuneration or benefit.

Trustee recruitment and appointment

Committee members are approved at general meetings and serve on the committee until the next Annual General Meeting.

Objectives and activities

Charitable purposes

The advancement of education, religion, health, citizenship or community development, arts, heritage, culture or science, and public participation in sport.

Summary of the main activities in relation to these objects

The charity continues to provide a Community Hall for the use of the inhabitants of Burra and the surrounding area.

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Achievements and performance

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

Fundraising for maintenance and refurbishment of the building has continued with funding for the long-awaited refurbishment of the toilets being secured and works due to begin in the next financial year. The facility continues to be a well-used, essential part of the local community. It continues to be used by regular social groups, private and public functions, fundraisers and by organisations such as the local church, school and councils.

Financial review

Brief statement of the charity's policy on reserves

The Trustees maintain reserves at a level which is adequate to meet the cash flow requirements of the hall.

Details of any deficit

There was a small deficit of £1,122.83, which was mainly due to some of the reserved funds being used, such as for revarnishing the floors. This is expected again in the next financial year when the toilets are refurbished, using grant funding and reserved funds. There were also additional costs due to increased electricity costs rising, so prices had to be raised to account for this. Though, operational funds remain at a healthy level.

Donated facilities and services (if any)

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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)		
	TREASURER	CHAIRMAN
Date	4/2/26	4/2/26



Office of the Scottish Charity Regulator

	Independent examiner's report on the accounts v2						
Report to the trustees/members of	Burra Public Hall						
Registered charity number	SC018135						
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	MAY	2024	to	30	APRIL	2025
Set out on pages	7 - 10						
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. 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. 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						
	1. which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none">to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, andto prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or						
	Signed:				Date:	05/02/2026	
	Name:						
Relevant professional qualification(s) or body:	ACIE: Associate						
	Address: Voluntary Action Shetland						
	Market House, 14 Market Street,						
	Lerwick, Shetland, ZE1 0JP						

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

Burra Public Hall

SC018135

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	01	May	2024		30	April	2025

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	226				226	2,174
Legacies					-	-
Grants		465			465	500
Receipts from fundraising activities	19,640	881			20,521	21,177
Gross trading receipts	21,198				21,198	25,624
Income from investments other than land and buildings	219				219	173
Rents from land & buildings					-	
Gross receipts from other charitable activities	7,196	300			7,496	5,194
	-	-			-	
A1 Sub total	48,479	1,646	-	-	50,125	54,842
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	48,479	1,646	-	-	50,125	54,842
A3 Payments						
Expenses for fundraising activities	8,714	138			8,852	7,800
Gross trading payments	12,269				12,269	13,462
Investment management costs					-	
Payments relating directly to charitable activities	29,130	909			30,039	22,086
Grants and donations					-	
Governance costs:					-	-
Audit / independent examination	88				88	80
Preparation of annual accounts					-	
Legal costs					-	
Other	-	-			-	
					-	
A3 Sub total	50,201	1,047	-	-	51,248	43,428
A4 Payments relating to asset and investment movements						
Purchases of fixed assets	-				-	-
Purchase of investments	-				-	
A4 Sub total	-	-	-	-	-	-
Total payments	50,201	1,047	-	-	51,248	43,428
Net receipts / (payments)	(1,722)	599	-	-	(1,123)	11,414
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(1,722)	599	-	-	(1,123)	11,414

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	44,330	1,524			45,854	34,440
	Surplus / (deficit) shown on receipts and payments account	(1,722)	599			(1,123)	11,414
						-	
						-	
	Cash and bank balances at end of year	42,608	2,123	-	-	44,731	45,854
	(Agree balances with receipts and payments account(s))						

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

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets	Pool Table	unrestricted		317	317
		Total	-	317	317

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

	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


 4/2/26
 4/2/26

Burra Public Hall

SC018135

Additional analysis (1)

Analysis of receipts and payments

1 Donations

	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 £
Various Donations	216				216	595
Toilet Donation	10				10	1,579
					-	
					-	
Total	226	-	-	-	226	2,174

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Bowls Mat			-	
Burra & Trondra Community Council - TV	-	465	465	500
			-	
			-	
Total	-	465	465	500

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 £
Fitness Club					-	-
Juke Box					-	-
Pool Table	654				654	205
Hall Hire	3,945				3,945	4,989
Ticket Sales	1,545	300			1,845	
Misc	1,052				1,052	
					-	
					-	
Total	7,196	300	-	-	7,496	5,194

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 £
Rates & insurance	7,610				7,610	6,241
Heat & light	11,337				11,337	8,634
Repairs & renewals	6,411	500			6,911	3,185
Telephone & internet	577				577	508
Postage, Stationery and Advertising	316				316	
Cleaning	260				260	392
Licenses	879				879	1,360
Membership	35				35	30
Darts Association	210				210	200
Bairns Party	571	344			915	969
Bands					-	
Catering					-	
Sundries	545	65			610	
Misc					-	144
Equipment	379				379	423
Total	29,130	909	-	-	30,039	22,066