

**Craigrothie Village Hall - Scottish Charity SC033525**  
**Receipts and Payments Accounts 1 April 2024 to 31 March 2025**  
**Statement of Receipts and Payments**

(totals rounded to nearest £)

| <b>Receipts</b>  |                    |                  | 2024-2025     | 2023-2024     |
|--|--------------------|------------------|---------------|---------------|
|  | Unrestricted funds | Restricted funds | Total fund    |               |
| 100 Club subscriptions   |                    |                  | 1050          | 1151          |
| Donations  |                    |                  | 339           | 217           |
| Fife Council Grants - recurring                                | 203                |                  | 203           | 197           |
| Other grants   |                    | 11199            | 11199         | 14416         |
| Letting  |                    |                  | 2423          | 4414          |
| Crowdfunder  |                    | 32942            | 32942         |               |
| Other fund raising   |                    |                  | 1893          | 1702          |
| Bank Interest received   |                    |                  | 532           | 649           |
| <b>Total receipts</b>  | <b>203</b>         | <b>44141</b>     | <b>50581</b>  | <b>22,746</b> |
| <b>Payments</b>  |                    |                  |               |               |
| 100 Club prizes  |                    |                  | 660           | 660           |
| Electrical and fire safety                                     |                    |                  | 133           | 78            |
| Fund raising expenditure                                       |                    |                  | 298           | 469           |
| Grant expenditure  |                    |                  |               | 4320          |
| Grant - professional fees, planning application and building v |                    |                  | 14033         | 17356         |
| Cleaner/hallkeeping  |                    |                  |               | 351           |
| Improvements and upgrading                                     |                    |                  | 1070          | 1570          |
| Insurance  |                    |                  | 927           | 915           |
| Licences and subscriptions                                     |                    |                  | 20            | 97            |
| Maintenance and repairs  |                    |                  | 1049          |               |
| Utilities  |                    |                  | 770           | 1995          |
| Waste disposal   |                    |                  | 60            | 168           |
| <b>Total payments</b>  |                    |                  | <b>19,020</b> | <b>27,979</b> |
| <b>Surplus/deficit</b>   |                    |                  | <b>31,561</b> | <b>-5,233</b> |

**Statement of balances**

|                              |        |        |
|------------------------------|--------|--------|
| Opening balance (see Note 2) | 34,887 | 40,120 |
| Surplus/deficit              | 31,561 | -5,233 |
| Closing balance              | 66,448 | 34,887 |

\_\_\_\_\_, Treasurer  
Date: 18 August 2025

## Notes to the accounts

1. On 31 March 2025, funds were held in a Bank of Scotland Treasurer's account (£2882), Instant Access (£63312) and in a cash box (£318).
2. No remuneration was paid to a trustee or someone connected to a trustee.
3. No expenses were paid to trustees.

## Other grants

Fife Council Local Community Planning Budget towards planning fees and match funding .  
Funding received £10000  
Fife Council £2 for £1 Grant received £599 for small scaffolding tower

## Crowdfunder

Crowdfunder.co.uk with Extra funding received from the Aviva Community Fund. These funds are restricted to be spent on the refurbishment of the hall refurbishment.

## Reconciliation

|   |           |
|---|-----------|
|   | 31-Mar-25 |
| Treasurer's a/c balance                   | 2882.49   |
| Net not yet credited/paid out (see below) | -65.00    |
| Reconciled balance                        | 2,817.49  |
| BoS Deposit Accounts                      | 63312.4   |
| Cash box                                  | 317.62    |
| Closing balance                           | 66,447.51 |
| Opening balance 1 April                   | 34,886.51 |
| Surplus/(deficit)                         | 31,561.00 |
| Closing balance                           | 66,447.51 |

# APPENDIX 3



## Independent examiner's report on the accounts

v2

Report to the trustees/members of

Charity name

Craigrothie Village Hall

Registered charity number

SC 033525

On the accounts of the charity for the period

Period start date

Day

Month

Year

01

04

2024

to

Period end date

Day

Month

Year

31

03

2025

Set out on pages

1 and 2

(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 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 examiner's statement

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page\*]

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\*\*:

Name:

Date:

15/11/25

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

Address:

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

\*\*OSCR will accept digital or typed signatures.

# APPENDIX 3



## Independent examiner's report on the accounts

v2

Report to the  
trustees/members of

Charity name

Craigrothie Village Hall

Registered charity  
number

SC 033525

On the accounts of the  
charity for the period

Period start date

Day Month Year to  
01 04 2024

Period end date

Day Month Year  
31 03 2025

Set out on pages

1 and 2

(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.

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## 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

APPENDIX 1

OSCR

Scottish Charity Regulator

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                    | Craigrothie Village Hall |                   |  |
| Other names charity is known by |                          |                   |  |
| Registered charity number       | SC033525                 |                   |  |
| Charity's principal address     | Cupar Road               |                   |  |
|                                 |                          |                   |  |
|                                 | Craigrothie              |                   |  |
|                                 | Cupar                    | Postcode KY15 5QD |  |

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            |  | Vice Chair      |                                   |   |
| 3            |  | Secretary       |                                   |   |
| 4            |  |                 |                                   |   |
| 5            |  |                 |                                   |   |
| 6            |  |                 |                                   |   |
| 7            |  |                 | Appointed 18/11/25                |   |
| 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 |
|------|-----------------------------------|
|      | Resigned 18/11/2025               |
|      |                                   |
|      |                                   |

## Structure, governance and management

### Type of governing document

Unincorporated voluntary association governed by a constitution established in accordance with the Feu Charter for the land on which the hall was built.

### Trustee recruitment and appointment

The trustees are the management committee elected by the membership (residents of the community) at the AGM. Trustees serve for one year and are eligible for re-election. (Constitution article 7 - please see also additional information on page 4.)

## Objectives and activities

### Charitable purposes

"The objects of the Hall shall be to promote the benefits of the inhabitants of Craigrothie and its environs without distinction of sex, sexuality, political religious or other opinions by associating with the local statutory authorities, voluntary organizations and inhabitants in a common effort to advance education and to provide facilities, or assist in the provision of facilities, in the interests of social welfare for recreation and other leisure-time occupation so that the conditions of their lives may be improved." (Constitution article 2.)

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

1. Rental of use of hall to local community groups..
2. Operation, maintenance and improvement of hall and facilities to encourage its use.
3. Fundraising for 2.

## APPENDIX 1

### Achievements and performance

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

1. Hall usage was at a lower level than prior year as preparations were made for hall refurbishment. Typical regular users included: local primary school (drama and gym); keep fit clubs; handicrafts clubs.. The hall is a polling place (359TAD)and a designated place of safety and resilience centre.
2. We have an active presence on social media and an online calendar which allows potential users to view availability on our new website. We are seeing interest in the hall from different uses eg baby showers, parties etc
3. Our Drop In Café continued to run and was well attended by a core group of local residents, this is run by the committee members with help of local volunteers who bake, serve and provide flowers for the tables.
4. Fund-raising activities during the year included a monthly draw of the 100 Club, regular Whist Drives and music evening.
5. During the year we applied for and successfully received various grants and funding from various sources including a Crowdfunder which allowed us to commence Phase 1 of a major hall refurbishment

### Financial review

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

The treasurer is to maintain sufficient reserves to cover at least three months running costs, and to advise the management committee should it appear that this requirement may not be satisfied

#### Details of any deficit

Our accounts are prepared on a receipts and expenses basis. During January and February we ran a Crowdfunder to raise funds for Phase 1 of the building refurbishment. We have a deficit, prior to our Crowdfunder, in the year of £1381. Including the Crowdfunder the accounts show a surplus of £31561.

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



APPENDIX 1

Other optional information

Article 1 of the constitution provides for the appointment of three “trustees” in accordance with the terms of the Feu Charter. The three are: (1) a representative of the family that provided the land on which the hall was built; (2) the Parish Minister; and (3) the Local Elected Councillor. As Article 7.2 of the constitution makes clear, they are not “charity trustees” as defined in the 2005 Act: it is the management committee listed on page one that comprises “the persons having the general control and management of the administration of [the] charity”.

Declaration

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

Signed on behalf of the charity’s trustees

|   |   |  |
|---|---|--|
| Signature(s)<br><i>OSCR will accept digital or typed signatures</i> |  |  |
| Full name(s)  |   |  |
| Position (e.g. Chair)   | Chair   |  |
| Date  | 19/12/2025`   |  |