

FRIENDS OF PITTENCRIEFF PARK

Annual Report & Financial Statements

For the year ended

30 September 2024



ANNUAL REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

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TRUSTEES' ANNUAL REPORT

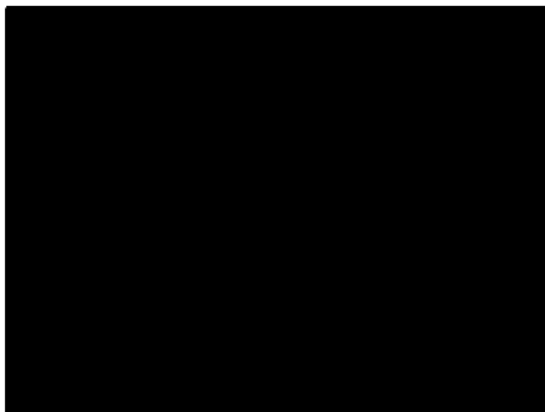
FOR THE YEAR ENDED 30 SEPTEMBER 2024

The trustees present their report and financial statements together with the independent examiner's report for the year ended 30 September 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity name	Friends of Pittencrieff Park
Charity number	SC037721
Contact address	25 Hailes Place Dunfermline KY12 7XJ
Website address	www.friendsofpittencrieffpark.org.uk

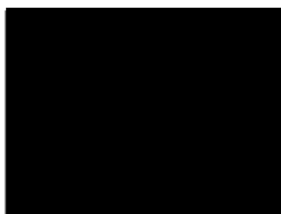
Trustees



Other trustees who served during the year	< None >
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Bankers	Royal Bank of Scotland plc 52-54 East Port Dunfermline KY12 7HB
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Independent examiner



TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2024

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

The charity was previously a company limited by guarantee (Registered No SC291837) and registered with Companies House. On 20 February 2018, it was converted into a Scottish Charitable Incorporated Organisation (SCIO) governed by its constitution effective from that date and registered solely with OSCR.

Appointment of Trustees

At the annual general meeting, one third of the trustees, together with any trustees appointed since the previous annual general meeting, shall retire but are eligible for re-election. The trustees may appoint additional trustees at any time. The constitution provides for a minimum of three and a maximum of twelve trustees.

Organisational Structure

The trustees meet regularly, normally monthly, to review the various projects being undertaken together with the planning of future strategies.

OBJECTIVES & ACTIVITIES

The objects of the organisation are:

- advancement of citizenship or community development (including rural or urban regeneration);
- provision of recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended; and
- advancement of environmental protection or improvement.

In furtherance of these objects, the organisation seeks to:

- work for the enhancement, maintenance and use of Pittencrieff Park ("the Park"), Dunfermline for the benefit of the public;
- protect the natural beauty and help improve the existing facilities and resources of the Park; and
- increase public awareness of the Park and its environs.

ACHIEVEMENTS & PERFORMANCE

This period has again been most remarkable with, a continued high level of volunteer effort, commitment, and enthusiasm to be involved, to make Pittencrieff Park a great green space for all to enjoy. This has included a most satisfactory Annual Plant Sale, and a great opportunity to show case our wonderful park with the visit in April by the TV broadcast team Beech Grove Garden covering some of the volunteer efforts we carry out in the park.

The volunteers have also committed to maintain areas of the garden including the Lairds Garden and the Heather Beds areas at the crossroads and with the very welcome help from the local B & Q branch improved the open area at the Glen Pavilion, and at the Greenhouse area with the installation of plant containers and bench seats.

The challenge of increased numbers of volunteers has required the Friends to recognise our responsibility in ensuring a safe and worthwhile experience when assisting in the gardens and this is being addressed.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2024

FINANCIAL REVIEW

Overview

The following table provides a summary of our receipts and payments for the year:

	2024	2023
	£	£
Receipts	1,817	3,455
Payments	2,594	2,698
Surplus/(Deficit) for year	(777)	757

Donated Facilities & Services

The Glassroom section of the greenhouse in the Park continues to be provided by Fife Council for use by the trustees at no charge, for which the trustees are very grateful.

Reserves Policy

The trustees consider that around £300-£500 is an appropriate level of reserves to hold to meet day-to-day running costs, given that almost all the charity's activities are grant funded or met from fund raising events. Free reserves at the year-end were:

	2024	2023
	£	£
Total funds	9,112	10,127
Less: Tools and equipment	(200)	(200)
Less: Restricted funds	(2,909)	(4,282)
Free reserves as at 30 September 2024	6,003	5,645

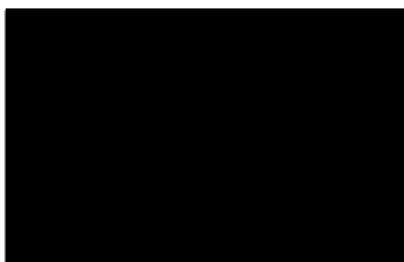
Whilst reserves are higher than the target range, the intention is that the funds will be spent on further enhancement of the Park.

FUTURE PLANS

Looking to the coming year we are hopeful to achieving our aims as set out in the Forbes Project, our aspirations in achieving the prestigious Green Flag accreditation in the coming year, and to work with the Dunfermline Green Spaces team to assist in the achievement of future identified projects that will obtain our overall aim in making Pittencrieff Park a great place for all to visit.

APPROVAL

This report was approved by the trustees on 27 March 2025 and signed on their behalf by:



INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2024

Independent Examiner's Report to the Trustees of Friends of Pittencrieff Park

I report on the financial statements of the charity for the year ended 30 September 2024, which are set out on pages 7 to 10.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The trustees consider that the audit requirement of Regulation (10)(1)(d) of the 2006 Regulations does not apply.

It is my responsibility to examine the financial statements under section (44)(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

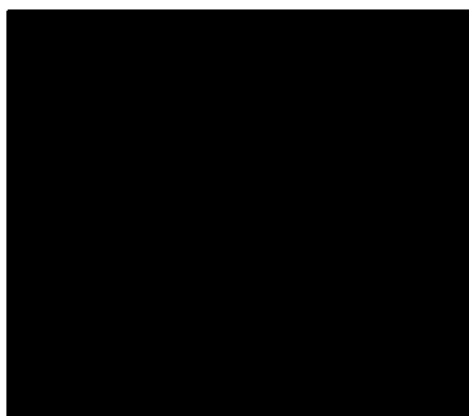
Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements.

Independent Examiner's Statement

In connection with my examination, no matter came 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 Regulations, and
 - to prepare financial statements which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2024

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Receipts				
Donations				
Membership subscriptions	30	-	30	115
Other donations	356	-	356	1,105
Grants	-	651	651	970
Trading receipts	780	-	780	1,265
	1,166	651	1,817	3,455
Payments				
Trading costs:				
Plants for greenhouse/resale	274	-	274	223
Other charitable activities				
Events	-	358	358	577
Plants and materials	-	1,428	1,428	1,363
Public liability insurance	171	-	171	164
Sundries	112	-	112	57
Tools and equipment	92	-	92	36
Website	109	-	109	228
Governance costs				
Charity donation in lieu of independent examination fee	50	-	50	50
	808	1,786	2,594	2,698
Surplus/(Deficit) for year	358	(1,135)	(777)	757

The Notes on pages 9 to 10 form an integral part of these financial statements.

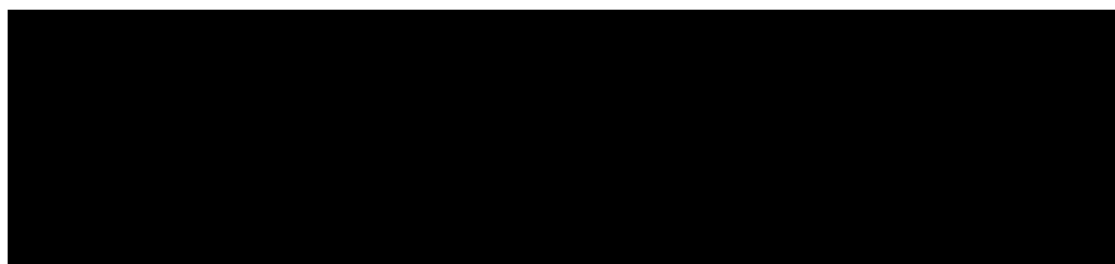
STATEMENT OF BALANCES

AS AT 30 SEPTEMBER 2024

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Funds Reconciliation				
Balance as at 01 October 2023	5,645	4,044	9,689	8,932
Surplus/(Deficit) for year	358	(1,135)	(777)	757
Balance as at 30 September 2024	6,003	2,909	8,912	9,689
Bank & Cash Balances				
Cash at bank	5,990	2,909	8,899	9,643
Cash in hand	13	-	13	46
	6,003	2,909	8,912	9,689
Other Assets				
Debtors	-	-	-	238
Tools and equipment	200	-	200	200
	200	-	200	438
Liabilities				
Creditors	-	-	-	-

The Notes on pages 9 to 10 form an integral part of these financial statements.

These financial statements were approved by the trustees on 27 March 2025 and signed on their behalf by:



NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2024

1. Basis of Preparation

These financial statements have been prepared on the receipts & payments basis in accordance with:

- (a) The Charities and Trustee Investment (Scotland) Act 2005
- (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)

There have been no changes to the basis of preparation or to the previous year's financial statements

2. Fund Accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- (b) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.

The purposes of the funds are shown in Note 8.

3. Taxation

- (a) The charity is not liable to corporation tax or capital gains tax on its charitable activities.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.

4. Trustee remuneration

No remuneration was paid to trustees during the year or in the previous year.

5. Trustee expenses

No expenses were reimbursed to the trustees during the year or in the previous year.

6. Transactions with related parties

There were no related party transactions during the year or in the previous year.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

7. Movements in Funds

	As at 30/09/2023	Receipts	Payments	As at 30/09/2024
	£	£	£	£
Unrestricted Funds				
General Fund	5,645	1,166	(808)	6,003
Restricted Funds				
Events	799	-	(358)	441
Fife Climate Hub		260	(260)	
Orchard	(238)	391	(153)	-
Planting	3,483	-	(1,015)	2,468
	4,044	651	(1,786)	2,909
Total Funds	9,689	1,817	(2,594)	8,912

8. Purpose of funds

General	Unrestricted funds that can be expended at the discretion of the trustees in furtherance of the objects of the charity.
Events	Grant funding received towards the events in the Park.
Orchard	Funding of £250 from Action Earth towards the cost of the orchard to be received in 2024/25, once expenditure has been completed.
Planting	Grant funding received from Fife Council towards the purchase of plants.