

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	07	2023	To	30	06	2024

Reference and administration details

Charity name	5 <sup>th</sup> Livingston Company, The Boys' Brigade
Other names charity is known by	
Registered charity number	SC037775
Charity's principal address	

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)
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

Constitutional form

Trustee recruitment and appointment

## Objectives and activities

Charitable purposes

The Charity's objects are;  
The advancement of Christ's Kingdom among Boys and the promotion of habits of Obedience, Reverence, Discipline, Self-Respect and all that tends towards a true Christian Manliness (the 'Objects')  
And all such other charitable and lawful activities as may be approved by the Trustees.

Summary of the main activities in relation to these objects

Provision of a safe environment and high-quality teaching structure to all members of the Company. The Boys' Brigade award structure to be operated and monitored in accordance with Brigade regulations. The awards and opportunities to be accessible to all members of the Company. Main activities include Christian Teaching, music, sports, drill and expedition training and participation. The Company fund raises for and supports nominated charitable projects as well as for its own operation.

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Achievements and performance

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

A concerted focus on general recovery post Covid continues. Continued closure of our normal meeting place (undergoing major repairs) remains a restricting factor on maintaining all of our normal activities.

Work on Queens Awards (the highest award within The Boys' Brigade) maintained two candidates for 2024/2025 session and 5 for 2025/26.

8 Duke of Edinburgh Bronze Awards completed.

1 Duke of Edinburgh Silver Awards completed with 10 in progress

3 Duke of Edinburgh Gold Awards completed with 2 in progress

Summer Camp (1 week) for 11-18 year olds carried out in July 2023 for 76 Boys and Staff. Plans underway for 2024 summer camp.

Bagpipe and Drum tutoring continued exceptional progress through the session. Links with Edinburgh Leith and District Pipe Band continue. Beating the Retreat at Edinburgh Castle successfully carried out again in May 2024.

New sports equipment funded, and additional Company Friday night meetings continued, aimed at health and exercise amongst 11-18 year olds.

3 young (18-26) staff members continuing roles at Battalion Level within the Brigade.

Community activities strengthened, increasing visibility in the local area.

Several members of the Company supported into higher awards and training as well as a continued focus on ensuring an inclusive approach for all members.

Overall focus on outdoor activities and Staff training continues to expand outdoor Kayak activities, Cycling and expedition all undertaken during the session.

New Company award and badge scheme successfully implemented and operating well.

The completion of works on our normal meeting place reaching an advanced stage with a high expectation of returning there in the coming session.

Financial review

Brief statement of the charity's policy on reserves	The Company will endeavour to maintain an annual reserve of £1500.00 which in the event of difficulty would ensure the continuance of the Company in a proper and legal manner with full insurances for a period of twelve months to allow for fundraising activities.
Details of any deficit	
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)	<div></div>	
Full name(s)	<div></div>	
Position (e.g. Chair)	Chair	
Date	27/02/2025	

## APPENDIX 3



**Report to the  
trustees/members of**

**Registered charity  
number**

**On the accounts of the  
charity for the period**

**Set out on pages**

### Independent examiner's report on the accounts

v2

Charity name						
5th Livingston Company, The Boys' Brigade						
SC 037775						
Period start date					Period end date	
Day	Month	Year		Day	Month	Year
01	07	2023	to	30	06	2024
						(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\*]

- 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

- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

**Signed:**

**Name:**

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

**Address:**



27/2/2025

\*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.



Balance Sheet 2023-2024 5th Livingston/Project Stedfast - Combined Account

Income			
	2022-2023	2023-2024	
Cash Donations	2572.77	11683.72	
Subs	1215.00	1179.00	
Tuck	0.00	0.00	
Band	3024.20	2169.00	
Innoflate	150.00	505.00	
JS Camp	785.00	1565.00	
JS Event	0.00	60.00	
Battalion Event	0.00	75.00	
CS Summer Camp 2022	675.00	2739.30	
CS Summer Camp 2023	1210.00	1822.70	
Seniors Weekend	350.00	200.00	
Uniform	243.50	752.50	
Company Event	338.44	287.97	
Capitation	1935.00	1895.00	
CS Event	0.00	25.00	
KGVI	0.00	0.00	
Carronvale Target Boy Weekend	495.00	475.00	
DOE	288.00	30.00	
Project Stedfast	0.00	61815.35	
Savings Account	0.00	0.00	
Kenya	0.00	2400.00	
Refund	0.00	0.00	
Sponsor	0.00	631.20	
ELD Battalion Events	0.00	375.00	
Mini Bus	140.00	0.00	
Collection	0.00	0.00	
WLC Let	3195.93	0.00	

Expenditure			
	2022-2023	2023-2024	
Donations	0.00	0.00	
Tuck	0.00	0.00	
Uniform	311.50	651.45	
Insurance	1832.50	2258.60	
Engraving	0.00	0.00	
Refund	180.00	0.00	
Coach Hire	0.00	0.00	
Mini Bus	1671.42	1112.71	
Diesel	114.01	0.00	
Innoflate	530.95	0.00	
AS Events	0.00	22.56	
Company Events	914.95	691.24	
JS Events	0.00	22.56	
JS W/E Camp	1082.24	1152.16	
CS Weekend Camp	500.00	390.00	
Project Stedfast	0.00	66881.20	
Company Section	43.40	704.60	
CS Summer Camp	4550.00	4435.45	
Presentation of Awards	801.42	369.60	
Kenya Trip	0.00	2400.00	
KGVI	0.00	0.00	
West Lothian Battalion	400.00	268.00	
Target Boy W/E	550.00	650.00	
Transfer to Savings Account	0.00	10000.00	
Affiliation Fees	0.00	0.00	
Edinburgh,Leith & District Battalion	0.00	742.29	
Band	4536.30	1758.33	

QB Course	72.66	392.96
Trust	0.00	0.00
Vending Machine	0.00	0.00
Company Gift Aid	0.00	0.00
Project Gift Aid	0.00	0.00
	<b>£16,690.50</b>	<b>£91,078.70</b>

DOE	464.00	0.00
President's Award/Skills	0.00	360.00
Queen's Badge Course	0.00	300.00
Training	0.00	0.00
Dedridge Primary School Let	1447.95	1481.76
Bank Correction	0.00	0.00
Vending Machine	0.00	0.00
	<b>£19,930.64</b>	<b>£96,652.51</b>

Opening Bal 01 Jul 2023 - Company Account	4019.12
Opening Bal 01 Jul 2023 - RBS - Project Stedfast	312.22
Opening Bal 01 Jul 2023 - BOS - Project Stedfas	2141.17
Cash in Hand	0.00
<b>Opening Balance</b>	<b>6,472.51</b>

Opening Bal 28 May 24 - Savings Account	0.00
<b>Total Opening Balance</b>	<b>0.00</b>

Bank Balance 30 June 2024 - Company Account	640.83
Bank Balance 30 June 2024 RBS - Project Stedfast	130.40
Bank Balance 30 June 2024 BOS - Project Stedfast	127.47
Cash in Hand	0.00
<b>Closing Balance</b>	<b>£898.70</b>

Bank Balance 30 June 2024 - Savings Account	£10,004.45
<b>Total Closing Balance</b>	<b>£10,903.15</b>

Surplus for period 01/07/2023-30/06/2024

-5573.81

Signed :

Signed:

Date: 27/2/25

Date: 27/2/25