
THE LINLITHGOW COMMUNITY MAGAZINE

2025 Accounts

THE LINLITHGOW COMMUNITY MAGAZINE REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31 MARCH 2025

The Trustees are pleased to present their report together with the financial statements of the magazine for the whole period ended 31 March 2025.

REFERENCE AND ADMINISTRATION

Charity name	The Linlithgow Community Magazine
Scottish Charity Number	SC042542
Address	22 Beechwood, Linlithgow EH49 6SF

Trustees

The Trustees of the Charity who served during this period were as follows:



Independent Examiner



STRUCTURE, GOVERNANCE and MANAGEMENT

1) Constitution

Since 29 August 2011 the organisation has the status as a Scottish Charitable Incorporated Organisation (SCIO).

A SCIO has to comply with charity disclosure provisions but not Companies Act ones.

2) Recruitment and Appointment of Trustees

All trustees retire at each AGM but will normally be re-elected unless they are proposed but not seconded at the AGM.

Between AGM's, trustees may be appointed by the other trustees so long as there are at least 3 trustees in place.

3) Volunteers

As noted in the formal return, which will be approved following the approval of the accounts at the AGM, we rely to a huge extent on the public spirit of our volunteers and subscribers and our thanks are due to them.

4) Related parties

This organisation works with many other local charities but is not formally related to any of them.

OBJECTIVES AND ACTIVITIES

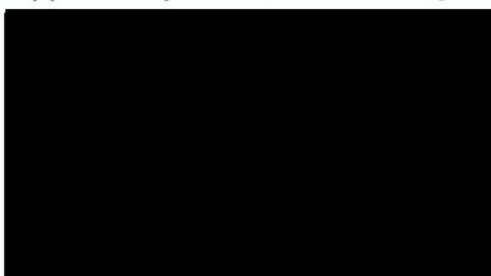
As set out in the Constitution, The Linlithgow Community Magazine is established, maintained and managed for the purposes of supporting the community as follows:

- 1 To publish a not-for-profit community magazine
- 2 Through the magazine to promote, encourage and inspire community involvement across all ages, abilities and activities
- 3 The advancement of education (involvement of schools)
- 4 The advancement of the arts, heritage and culture
- 5 To help people understand the components of their community and to communicate across boundaries to make the whole greater than the sum of the parts
- 6 To promote the voluntary and business communities and the local economy as vital to the success of the community at large

FINANCIAL REVIEW

The financial position at the end of the current financial period is set out below. Receipts exceeded payments by £5,029 this year and the accounts show a surplus to date of £21,089. It is worth noting that these accounts have been prepared on the receipts and payments basis, which is accepted by OSCR for smaller charities, as it significantly reduces preparation time and thus cost. There were advance payments for advertising valued at £2,637 (2024 £2,736).

Approved by the Trustees and signed on its behalf



RECEIPTS AND PAYMENTS ACCOUNT

For the period ended 31 March 2025

	2025 £	2024 £
INCOMING RESOURCES		
Voluntary Income		
Donations/voluntary subscriptions	10,468	9,374
Gift Aid	1,714	1,454
Incoming income from charitable activities		
Advertising and other services	19,336	22,983
Event raffle		342
TOTAL INCOMING RESOURCES	31,518	34,153
RESOURCES EXPENDED		
COSTS OF GENERATING FUNDS		
Artwork	4,660	4,675
Printing	21,226	24,303
Delivery	122	148
Meeting Room costs		150
Website	148	293
GoCardless administration fees	158	128
Event costs		270
GOVERNANCE COSTS	175	100
LOAN REPAYMENT		1792
TOTAL RESOURCES EXPENDED	26,489	31,859
NET INGOING/(OUTGOING) FOR PERIOD	5,029	2,294
Funds brought forward at 31 March 2024	16,060	13,766
Funds carried forward at 31 March 2025	21,089	16,060
REPRESENTED BY:		
Cash at bank on 31 March 2025	21,089	16,060

Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2024		31	March	2025

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	12,182				12,182	10,828
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts	19,336				19,336	23,325
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
A1 Sub total	31,518	-	-	-	31,518	34,153
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	31,518	-	-	-	31,518	34,153
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	26,314				26,314	31,759
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	175				175	100
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
A3 Sub total	26,489	-	-	-	26,489	31,859
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	26,489	-	-	-	26,489	31,859
Net receipts / (payments)	5,029	-	-	-	5,029	2,294
A5 Transfers to / (from) funds						
Surplus / (deficit) for year	5,029	-	-	-	5,029	2,294

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	16,060				16,060	13,765
	Surplus / (deficit) shown on receipts and payments account	5,029				5,029	2,295
						-	
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	21,089	-	-	-	21,089	16,060

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

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	

24/7/25

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

[illegible]

Type of activity or project supported	Individual / institution	Number of grants made	£
		Total	

<p>If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)</p>	
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Authority under which paid	£

<p>If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)</p>	
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	Number of trustees	£
Postage	1	44

[illegible]

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APPENDIX 1

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	April	2024	To	31	March	2025

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

The Linlithgow Community Magazine
The Black Bitch
SC042542
22 Beechwood
Linlithgow
West Lothian
EH49 6SF

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		Chairperson		
2				
3				
4				
5				

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
	01/04/2024 – 19/04/2024

Structure, governance and management

Type of governing document

Since August 2011 the organisation has been a Scottish Charitable Incorporated Organisation.

Trustee recruitment and appointment

All trustees retire at each AGM but will normally be re-elected unless they are proposed but not seconded at the AGM.

Between AGM's, trustees may be appointed by the other trustees as long as there are at least 3 trustees in place.

Objectives and activities

Charitable purposes

The advancement of education, the advancement of citizenship or community development.

Summary of the main activities in relation to these objects

To publish a not-for-profit community magazine and through the magazine to promote, encourage and inspire community involvement across all ages, abilities and activities.

Achievements and performance

The Magazine continued under the same management structure as previous years with no changes to its aims and objectives producing a financial performance similar to 2024.

Subscriptions and donations increased by 7% while advertising revenue reduced by 15%, and costs overall were reduced by 17% on the previous year.

Support from within the community remains at a high level and as always the support and loyalty of our volunteers makes the magazine possible.

Consideration of succession planning led to preliminary discussions with Linlithgow Burgh Trust with a view to the Magazine joining Civic Trust and Burgh Beautiful under the Burgh Trust umbrella. These discussions will be continued in the next financial year to March 2026. Meantime, the process of sharing the workload has been taken forward to a degree, to be continued in the new year.

Financial review

Brief statement of the charity's policy on reserves

The aim is to build up reserves sufficient to fund four full editions of the Magazine. Any increase in revenue will be deployed in improving the scope and range of the magazine and an effective online presence.

Details of any deficit

Donated facilities and services (if any)

Over 70 volunteers help to compile and distribute the magazine.

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)

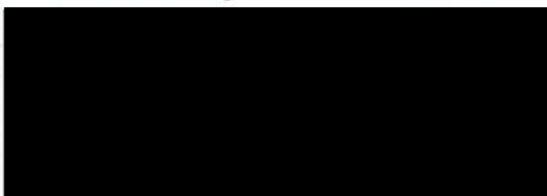
Position (e.g. Chair) Chairperson

Date

24/7/25

OSCr

Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts							v2
Report to the trustees/members of		The Linlithgow Community Magazine							
Registered charity number		SC042542							
On the accounts of the charity for the period		Period start date				Period end date			
		Day	Month	Year	to	Day	Month	Year	
		01	April	2024		31	March	2025	
Set out on pages		4 to 7							(remember to include the page numbers of additional sheets)
Respective responsibilities of trustees and examiner		<p>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)(a) to(c) 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.</p>							
Basis of independent examiner's statement		<p>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.</p>							
Independent examiner's statement		<p>In the course of my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> 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, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 							
Signed:								Date:	July 2025
Name:									
Relevant professional qualification(s) or body (if any):									
Address:								Ander Tax Ltd, 21 West Port Linlithgow EH49 7AY	