



CRAIGIE COMMUNITY SPORTS HUB

Trustees' Annual Report and Statement of Accounts

1 July 2024 – 30 June 2025

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	1	July	2024	To	30	June	2025

Reference and administration details

Charity name	Craigie Community Sports Hub
Other names charity is known by	n/a
Registered charity number	SC043235
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)
1		Chairperson	n/a	n/a
2		Secretary	n/a	n/a
3		Treasurer	n/a	n/a
4		Secretary	n/a	n/a
5				
6				
7				
8				
9				
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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
n/a	n/a

Structure, governance and management

Type of governing document

Craigie Community Sports Hub was registered as a Scottish Charitable Incorporated Organisation (SCIO) by OSCR on 22nd June 2012. The Constitution which acts as the governing document is dated 7th February 2012. Per the Constitution (as amended on 18th February 2013), the financial year for accounting purposes is 30th June in any year. At the outset the three named trustees above were nominated by the four constituent clubs prior to the submission of the application to OSCR to be registered as a charity.

Trustee recruitment and appointment

All trustees and committee members are members of the constituent clubs that make up the Hub. Trustees and committee members are elected / re-elected at the Annual General Meeting each year.

Objectives and activities

Charitable purposes

In accordance with the Constitution the charitable purposes of Craigie Community Sports Hub ("the Hub" or "CCSH") are:

1. to promote and develop community-based sporting activities for member clubs and local residents in the East End of Dundee and provide quality facilities and equipment which aid this end
2. to support the development of greater participation and a wider range of activities within expanded premises and linked to access to improving indoor and outdoor facilities

Summary of the main activities in relation to these objects

The Hub has a clear mission statement and a business plan both of which focus on the main purposes from its Constitution. In summary, elements from the statement and plan are:

1. to ensure opportunities are available to all and facilities are of a high quality and accredited as such through independent audit
2. to provide an approach which will engender community spirit, improve quality of life and pride in the area
3. to take account of personal circumstances of users and ensure that amenities are economically viable for all potential participants

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Achievements and performance

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

During the year our main focus was around securing grant funding to enable us to renew the 3G pitch carpet after 9+ years of heavy use. A Business Plan for the future operation of the 3G pitch (including 3-year financial projections) was prepared and submitted to the SFA in June 2025 as part of a funding bid to the Scottish Football Facilities Fund. The total project cost, as set out in the Business Plan and funding bid, was £257,000. Grant funding of £128,500 (50%) was requested, with the balance of costs (£128,500) to be met from the Hub's own reserves. We were subsequently notified by the SFA that our funding bid had been successful. A specialist consultant was appointed to help manage the project and a contractor was selected following a competitive tendering process. Work commenced onsite on 4 August 2025 and the refurbished 3G pitch was handed over by the contractor on 10 September 2025. The actual costs / funding of the project will be fully reflected in our 2025/26 report and accounts.

The closure of our "near neighbour" Craigie High School in June 2025 (and its forthcoming demolition) presents the Hub with both challenges and opportunities going forward. A number of meetings were held with DCC technical officers to help us fully identify the implications around future site access, car parking provision and utilities connections. Also, the closure of the school frees up daytime lets of the 3G pitch which now become available for other users.

Following feedback from OSCR on our 2024 Annual Return, we have established an induction process for new trustees / committee members and have commenced a review of our governing document (constitution).

A grant of £725 was secured from DCC's Community Regeneration Fund. This was used to purchase uniform dance attire for a local youth group that operates out of Hub premises.

Member club DUSC continued to use the Hub's facilities to deliver the SFA-funded Extra Time programme which aims to support local football clubs and trusts to provide before and after-school and holiday activity clubs for primary school-age children from low-income backgrounds. DUSC support 30 local children from various backgrounds by providing an after-school service from 3.15pm to 6pm each weekday. Each child gets a healthy snack before participating in indoor / outdoor activities and then enjoys a hot meal before being collected at 6pm.

Financial review

Brief statement of the charity's policy on reserves

Total reserves at 30th June 2025 are £210,099, with the entire balance being classified as unrestricted. Trustees have agreed that the Hub will look to maintain a small general reserve of £15,000 to act as a cushion against unexpected or emergency costs, or shortfalls in income. The figure of £15,000 represents around 6 months normal trading income from rentals of the 3G pitch. The remaining balance of £195,099 has been ear-marked to renew the 3G pitch "carpet" after 8 to 10 years of operation. The funding bid submitted to the SFA included a contribution from Hub reserves of £128,500 (see above). The actual costs / funding of the project will be fully reflected in our 2025/26 report and accounts.

Details of any deficit

A total surplus of £11,727 was generated in the year to 30th June 2025, wholly related to unrestricted funds. As a result of this surplus, unrestricted funds increased to £210,099. Income from the rental of the 3G pitch and other Hub premises was in line with the previous year. The Hub again received a rental of c£10,500 from member club DUSC for their SFA-funded after-school project. The Hub continues to invest in its asset base with expenditure of around £18,000 in the year on the replacement, maintenance and repair of assets.

Donated facilities and services (if any)

The Hub is grateful for the continued support that it receives from the Sports Development team within Leisure & Culture Dundee and from the SFA who support our two original member clubs, DUSC and Morgan Academy FP AFC.

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Other optional information

Plans for the future-

Following the successful refurbishment of our 3G pitch, our attention now turns to addressing the implications of the closure and demolition of Craigie High School. Discussions are on-going with various partners to mitigate against adverse impacts on the Hub's operations. A particular concern is to ensure continuity of utility services once the school is demolished and discussions are on-going with the utility companies in this regard. We will also seek to secure alternative users for the daytime lets of the 3G pitch.

We aim to complete the review of our governing document (constitution) and also plan to refresh the membership of our governing body (committee) to maintain operational capacity following the retirement of some committee members.

We will also develop and implement a new pitch maintenance regime for our refurbished 3G pitch.

Declaration

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

Signed on behalf of the charity's trustees

Signature

Full name

Position (e.g. Chair)

Chairperson

Treasurer

Date

6/12/25

26/11/25

Craigie Community Sports Hub

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Receipts and payments accounts						
For the period from	Period 1 (2024)			to	Period 2 (2025)	
	Day	Month	Year		Day	Month
	01	July	2024		30	June

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	-	-	-	-	-	-
Legacies	-	-	-	-	-	-
Grants	-	725	-	-	725	25,305
Receipts from fundraising activities	-	-	-	-	-	-
Gross trading receipts	-	-	-	-	-	-
Income from investments other than land and buildings	-	-	-	-	-	-
Rents from land & buildings	37,335	-	-	-	37,335	39,100
Gross receipts from other charitable activities	-	-	-	-	-	-
A1 Sub total	37,335	725	-	-	38,060	64,405
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-	-	-	-	-	-
Proceeds from sale of investments	-	-	-	-	-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	37,335	725	-	-	38,060	64,405
A3 Payments						
Expenses for fundraising activities	243	-	-	-	243	-
Gross trading payments	-	-	-	-	-	-
Investment management costs	-	-	-	-	-	-
Payments relating directly to charitable activities	25,365	725	-	-	26,090	38,314
Grants and donations	-	-	-	-	-	-
Governance costs:						
Audit / independent examination	-	-	-	-	-	-
Preparation of annual accounts	-	-	-	-	-	-
Legal costs	-	-	-	-	-	-
Other	-	-	-	-	-	-
A3 Sub total	25,608	725	-	-	26,333	38,314
A4 Payments relating to asset and investment movements						
Purchases of fixed assets	-	-	-	-	-	42,395
Purchase of investments	-	-	-	-	-	-
A4 Sub total	-	-	-	-	-	42,395
Total payments	25,608	725	-	-	26,333	80,709
Net receipts / (payments)	11,727	-	-	-	11,727	(16,304)
A5 Transfers to / (from) funds						
	-	-	-	-	-	-
Surplus / (deficit) for year	11,727	-	-	-	11,727	(16,304)

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	198,372	-	-	-	198,372	214,676
	Surplus / (deficit) shown on receipts and payments account	11,727	-	-	-	11,727	(16,304)
						-	
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	210,099	-	-	-	210,099	198,372

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

Categories	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets	3G Pitch (at construction cost, per payments to main contractor)	n/a	539,162	-	539,162
	Pavilion at 3G Pitch	n/a	335,705	-	335,705
	Solar Panels at 3G Pavilion	n/a	14,556	-	14,556
	LED Lighting for 3G Pitch Floodlights	n/a	27,839	-	27,839
		Total	917,262	-	917,262

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

Categories	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

			6/12/25
			26/11/25

Craigie Community Sports Hub

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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 £
n/a	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
SFA Grant - Grassroots Football Facilities Fund	-	-	-	25,305
DCC Community Regeneration Fund	-	725	725	-
	-	-	-	-
	-	-	-	-
Total	-	725	725	25,305

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 £
n/a	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	-	-

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 £
Miscellaneous Supplies & Services	50	695	-	-	745	50
Hub Premises - Electricity Charges	876	-	-	-	876	242
Insurance Covers	3,686	-	-	-	3,686	3,603
3G Pitch - Equipment, Maintenance & Repairs	2,235	-	-	-	2,235	19,968
Hub Premises - Lease Costs	2,406	-	-	-	2,406	1,000
3G Pitch - Booking System	456	-	-	-	456	456
Hub Premises - Maintenance, Repairs & Cleaning	15,656	30	-	-	15,686	12,995
	-	-	-	-	-	-
Total	25,365	725	-	-	26,090	38,314

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Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - general funds of the charity	Unrestricted fund 2 - general funds of the charity	Unrestricted fund 3 - general funds of the charity	Unrestricted fund 4 - general funds of the charity	Total unrestricted funds	Total unrestricted funds last period
General Funds of the Charity						
Receipts						
Donations	-	-	-	-	-	-
Legacies	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Receipts from fundraising activities	-	-	-	-	-	-
Gross trading receipts	-	-	-	-	-	-
Income from investments other than land and buildings	-	-	-	-	-	-
Rents from land & buildings	37,335	-	-	-	37,335	39,100
Gross receipts from other charitable activities	-	-	-	-	-	-
Sub total	37,335	-	-	-	37,335	39,100
Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-	-	-	-	-	-
Proceeds from sale of investments	-	-	-	-	-	-
Sub total	-	-	-	-	-	-
Total receipts	37,335	-	-	-	37,335	39,100
Payments						
Expenses for fundraising activities	243	-	-	-	243	-
Gross trading payments	-	-	-	-	-	-
Investment management costs	-	-	-	-	-	-
Payments relating directly to charitable activities	25,365	-	-	-	25,365	36,782
Grants and donations	-	-	-	-	-	-
Governance costs:	-	-	-	-	-	-
Audit / independent examination	-	-	-	-	-	-
Preparation of annual accounts	-	-	-	-	-	-
Legal costs	-	-	-	-	-	-
Sub total	25,608	-	-	-	25,608	36,782
Payments relating to asset and investment movements						
Purchases of fixed assets	-	-	-	-	-	17,090
Purchase of investments	-	-	-	-	-	-
Sub total	-	-	-	-	-	17,090
Total payments	25,608	-	-	-	25,608	53,872
Net receipts / (payments)	11,727	-	-	-	11,727	(14,772)
Transfers to / (from) funds	-	-	-	-	-	-
Surplus / (deficit) for year	11,727	-	-	-	11,727	(14,772)

Nature and purpose of funds

Unrestricted Funds - general funds that the charity trustees are able to use for any of the charity's purposes. These funds include the receipts and payments arising from donations, fundraising activities, rental income from the Hub's premises / 3G facility, sale of advertising boards at 3G facility and general grants. The running costs of the Hub's premises / 3G facility are met from these funds, together with other general expenses of the Charity including the costs associated with fundraising activities and the operation of the pavilion at the 3G facility. Within the closing unrestricted funds balance of £210,099, the charity trustees have agreed to earmark £15,000 as a general reserve to cover unforeseen or emergency expenditure and / or income shortfalls. The remaining balance of £195,099 is earmarked to renew the 3G pitch carpet after 8 to 10 years of operation. The general reserve figure of £15,000 is equivalent to approximately 6 months of rental income from the 3G facility (in a normal trading year).

Craigie Community Sports Hub

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Additional analysis (3)

6 Breakdown of restricted funds


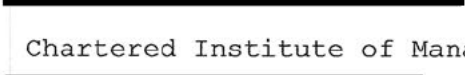
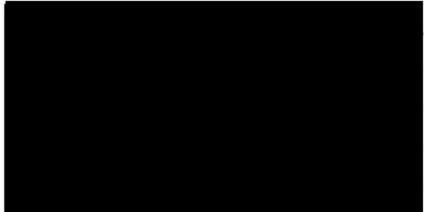
	Restricted funds - SFA Grant - Football Facilities Fund	Restricted funds - DCC Community Regeneration Fund	Restricted funds - Investment - other	Restricted funds - Other	Total restricted funds	Total restricted funds last period
Receipts						
Donations	-				-	-
Legacies	-				-	-
Grants	-	725			725	25,305
Receipts from fundraising activities	-				-	-
Gross trading receipts	-				-	-
Income from investments other than land and buildings	-				-	-
Rents from land & buildings	-				-	-
Gross receipts from other charitable activities	-				-	-
Sub total	-	725	-	-	725	25,305
Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-				-	-
Proceeds from sale of investments	-				-	-
Sub total	-	-	-	-	-	-
Total receipts	-	725	-	-	725	25,305
Payments						
Expenses for fundraising activities	-				-	-
Gross trading payments	-				-	-
Investment management costs	-				-	-
Payments relating directly to charitable activities	-	725			725	1,532
Grants and donations	-				-	-
Governance costs:						
Audit / independent examination	-				-	-
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
Sub total	-	725	-	-	725	1,532
Payments relating to asset and investment movements						
Purchases of fixed assets	-				-	25,305
Purchase of investments	-				-	-
Sub total	-	-	-	-	-	25,305
Total payments	-	725	-	-	725	26,837
Net receipts / (payments)	-	-	-	-	-	(1,532)
Transfers to / (from) funds	-	-	-	-	-	-
Surplus / (deficit) for year	-	-	-	-	-	(1,532)

Nature and purpose of funds

Restricted Funds - funds that can only be used for the particular purposes specified by the donor. These funds relate to grants for specific purposes that were received by the Hub.

OSCr

Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts						v2	
Report to the trustees/members of	Charity name	Craigie Community Sports Hub							
Registered charity number	SC043235								
On the accounts of the charity for the period	Period start date	Day	Month	Year	to	Day	Month	Year	Period end date
		01	July	2024		30	June	2025	
Set out on pages	5-10	(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. 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.</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> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 								
Signed:						Date: 11/12/25			
Name:									
Relevant professional qualification(s) or body (if any):	Chartered Institute of Management Accountants 039873								
Address:									

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**

N/A