

WEST LOTHIAN ARMED FORCES DAY ('WL AFD')



SCOTTISH CHARITABLE INCORPORATED ORGANISATION ('SCIO')

SC044587

ANNUAL TRUSTEES' REPORT

REPORT PERIOD: 01/01/2025 to 31/12/2025

REFERENCE & ADMINISTRATION DETAILS:

Charity Name:	West Lothian Armed Forces Day
Other Names Charity is Known by:	WL AFD
Registered Charity Number:	SC044587
Charity's Principal Address:	

	NAME	OFFICE (where applicable)	PERIOD
Charity Trustees:			Full year
		Secretary & Treasurer	Full year
		Chairman	Full year
		President	Full year
			Full year
			Full year
			Full year
			Full year

	NAME	OFFICE (where applicable)	PERIOD
Former Charity Trustees:		Parade Commander	To 16/11/2024
			From 09/10/2018 to 02/09/2019
		Parade Marshall	To 01/07/2018
		President	To 05/09/2017
		Secretary	To 05/09/2017
			To 06/03/2017
			To 21/07/2023 (deceased)
Additional Committee Members:			Stepped down at AGM 17/11/2025
			Stepped down at AGM 17/11/2025

STRUCTURE, GOVERNANCE & MANAGEMENT:

Type of Governing Document:	West Lothian Armed Forces Day Constitution. Version 3, dated 30/09/2014.
Trustee Recruitment & Appointment:	<p>The structure of WL AFD consists of the Charity Trustees who are also members of the WL AFD organising committee ('WL AFDOC') and WL AFD's Board, and additional members who form the remainder of the WL AFDOC.</p> <p>For the avoidance of doubt, members of the WL AFDOC are not all Charity Trustees and/or Board Members, and shall be appointed by the Charity Trustees annually, to support the planning and delivery of the annual WL AFD event.</p>

OBJECTIVES & ACTIVITIES:

Charitable Purposes:	<p>WL AFD is established for charitable purposes only with the object of the advancement of citizenship and community development, through:</p> <ul style="list-style-type: none"> > promoting public awareness and sharing with the local community the role of the Armed Forces and of the contribution made to our country by those who serve and have served in HM Armed Forces; and > providing the community of West Lothian an opportunity to "Show Your Support" for the men and women who make up the Armed Forces Community, from currently serving personnel, to Service families, and from Veterans to Cadet Forces; and > making donations and grants to Armed Forces Community related services, organisations, and charities.
Summary of the Main Activities in Relation to the Objects:	<p>WL AFD promotes, including, but not limited to, its activities and delivery operations to people within the Area of Benefit who are within the wide-reaching Armed Forces Community/Family (e.g. current serving Armed Forces personnel, Cadet Forces, Veterans, and their respective families) (WL AFD's 'beneficiaries').</p> <p>The WL AFD 2025 event took the format of an Awards Ceremony, Entertainment and Reception, held at the Howden Park Centre, Livingston on the 24th June 2025.</p>

ACHIEVEMENTS & PERFORMANCE:**Summary of the Main Achievements of the Charity During the Financial Period:**

The WL AFD 2025 event took place on the evening of the 24th June 2025, at the Howden Park Centre, in the format of an Annual Awards Presentation, Entertainment and Reception. Another very successful event - with good attendance from the public and invited guests. The Trustees arranged the presentation of the annual Awards to the nominated recipients.

FINANCIAL REVIEW:**Brief Statement of the Charity's Policy on Reserves:**

Reserves are maintained to ensure the future planning, management and execution of the following year's WL AFD event (e.g. to cover direct costs - PLI insurance, first aid cover, etc.) in advance of any funding award being received and/or funds raised through any donations received on the day.

Details of any Deficit:

WL AFD currently has no deficit and has approx. £2,666 in the WL AFD bank account - enough to allow us to proceed with planning a WL AFD 2026 event and associated / related events, if required.

Donated Facilities & Services:

Expenses were covered, but no disbursements were made during 2025.

OTHER OPTIONAL INFORMATION:

The WL AFD 2025 event was another successful event. We held our first physical event in 2013 and have continued to hold events annually since then (with our WL AFD 2021 being a virtual event due to the COVID-19 pandemic).

DECLARATION:

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

Signed for and on behalf of the Charity Trustees:**SIGNATURE:****FULL NAME:****POSITION:**

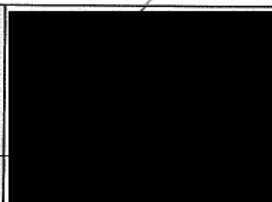
CHAIRMAN

SECRETARY & TREASURER

DATE:

28/1/26




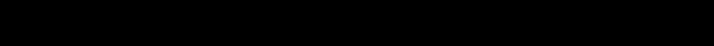
28-01-2026

SIGNATURE:**FULL NAME:****POSITION:**

PRESIDENT

DATE:

28-01-26

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS		
CHARITY:	WEST LOTHIAN ARMED FORCES DAY	
CHARITY NUMBER:	SC044587	
ACCOUNT PERIOD:	01/01/2025 to 31/12/2025	
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. 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:	<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> <p>In the course of my examination, no matter has come to my attention:</p> <p>a) which gives me reasonable cause to believe that in any material respect the requirements:</p> <p>> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and</p> <p>> to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations,</p> <p>have not been met, or</p> <p>b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p>	
DECLARATION:		
I hereby confirm that I have reviewed the accounts, covering the period 01/01/2025 to 31/12/2025, in respect of West Lothian Armed Forces Day ('WL AFD'), and believe them to be an accurate record and account of the financial status of Scottish Charitable Incorporated Organisation ('SCIO') WL AFD.		
Signed for and on behalf of the Independent Examiner	SIGNATURE:	
	FULL NAME:	
	POSITION:	Independent Examiner
	RELEVANT PROFESSIONAL QUALIFICATION(S) OR BODY (if any):	
	ADDRESS:	
	DATE:	

WEST LOTHIAN ARMED FORCES DAY

1st January - 31st December 2025

DATE	INCOME				EXPENDITURE							TOTAL
	MOD FUNDING	WEST LOTHIAN COUNCILLORS DISBURSEMENTS	MISC.	DONATIONS	TOTAL	STATIONERY/ PROMOTIONAL	ENTERTAINMENT	LICENCES/ INSURANCE/ FIRST AID	DONATIONS	REFRESHMENTS	MISC.	
JANUARY		£ 981.81			£ 981.81							£ -
FEBRUARY		£ 650.00			£ 650.00							£ -
MARCH					£ -							£ -
APRIL					£ -							£ -
MAY					£ -							£ -
JUNE					£ -							£ -
JULY					£ -							£ -
AUGUST					£ -							£ -
SEPTEMBER					£ -							£ -
OCTOBER					£ -							£ -
NOVEMBER					£ -							£ -
DECEMBER					£ -							£ -
TOTAL	£ -	£ 1,631.81	£ -	£ -	£ 1,631.81	£ -	£ 200.00	£ -	£ 1,500.00	£ 188.00	£ 148.86	£ 2,036.86

B/F	£ 3,071.06
INCOME	£ 1,631.81
EXPENDITURE	£ 2,036.86
CASH IN HAND	£ -
C/F	£ 2,666.01

Chairman, Stephen Elliot:

President, Alan Hamilton MBE:

Secretary & Treasurer, Karen Elliot BEM:

Independent Examiner, Kelly McMeekhan:

Date:

Date:

Date:

Date: