

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 st	January	2024	To	31 st	December	2024

Reference and administration details

Charity name	Whitburn Band
Other names charity is known by	
Registered charity number	SC044829
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			
2			
3			
4			
5			
6			
7			
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10			
11			
12			
13			
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15			
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17			
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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

The governing document relating to the band is the constitution submitted at the time of incorporation as a charity. Whitburn Band is an Unincorporated Association.

Trustee recruitment and appointment

Trustees are appointed by nomination based upon qualification of at least one of the following criteria:

- an association with the band of 20 years or more
- an exceptional contribution within a shorter timeframe

An office bearer from the executive committee within the organisation can be co-opted for the period of their service.
The trustee chair position will be a bi-annual appointment.

Objectives and activities

Charitable purposes

The charity's objectives are to advance the education of the general public of Whitburn and the wider community in the musical arts and, in particular, the art of brass band performance and music. Additionally, to further the development of public appreciation and taste in the said art by the presentation of concerts and other activities.

Summary of the main activities in relation to these objects

An important activity is for the band to perform at a wide range of events to entertain the public. These events include formal concerts, civic and public occasions, parades, gala days and other events. This has a benefit to the local community by using music as a way to bring people together enhancing social cohesion.

In accordance with the charitable object, Whitburn Band encourages local people to take up brass music by running regular rehearsals, open workshops, and demonstrations at schools and public events. The more advanced members of the band are able to gain wider experience of playing at a higher level and additional contesting experience by playing with the Whitburn Heartlands Band. In addition, the band runs a teaching group for beginners and elementary level players, the Whitburn Wee Band.

The focus of the activities is to extend the benefits of learning to play a musical instrument in a group environment, with opportunities available to people of all ages and abilities. There are strong benefits in advancing music education locally for young people. In particular, participation in music groups develops several skills including discipline, teamwork, cooperation, self-confidence, responsibility and social skills. The band prepares for and participates in music contests, improving quality of performances and advancing the art of brass music for the benefit of its members and the general public.

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Achievements and performance

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

Whitburn Band

It has been another bust year for The Whitburn Organisation and I am proud to be the head of the trustees.

As Trustees, it is our job to oversee the running of the organisation, confirming that the charity is carrying out its purposes for public benefit. This entails ensuring that all 4 bands within the organisation

- Comply with the Charity's governing documents and the law
- Act in The Charities best interests
- Manage the Charity's resources responsibly, and
- Ensure that the Charity is accountable

2024 has been a busy year the senior band preparing for 5 Major Contests and numerous concerts including performing the gala concert at the Frensch National championships in January. The Gala Season in June saw the band attend Bathgate, Carluke, Forth & Whitburn. We also performed the away national anthem of rugby union teams playing Scotland at Murrayfield during the Six Nations & autumn test matches.

Contests of note were The British Open Championships in September and a trip to London in October for The National Finals in The Royal Albert Hall. The power of work that goes on in the background to sustain and promote the organisation is immense and The trustees would like to thank The Committee's and conductors for their hard work.

The trustees, would like to formally thank [REDACTED] for his work over the past 7 years as resident conductor with the senior band. We plan to recognise this with a presentation to him and his lovely wife [REDACTED] in 2025. I personally am looking forward to working with our newly appointed resident conductor [REDACTED] I have played in the Euph and Bari section with [REDACTED] over the past 10 years, thank him for his amazing playing and look forward to his leadership as a conductor.

The Trustees are pleased to say that we are all in agreement that the band has been well run by the Committee over the year. Thanks to [REDACTED] for their roles in the Pathway System, and to [REDACTED] for their input respectively for Social Media links and Librarian.

The bands finances are in good shape. [REDACTED] have done a Sterling job in keeping the Organisations accounts in order. As I mentioned earlier, The Trustees have the job to make sure that the bands are being run in an 'appropriate' manner. We, The Trustees, are confident this is the case.

Financial review

Brief statement of the charity's policy on reserves

The charity will keep a reasonable amount of money in reserve in order to bridge any gaps in forecast revenues and finance its activities. This will not exceed £10,000 at any point in the year.
Given the relatively new condition of the band hall, under lease from West Lothian Council, we do not keep a reserve for building maintenance.

Details of any deficit

None

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)		
Full name(s)		
Position (e.g. Chair)	Chair of the Trustees	
Date	05/01/2025	

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Statement of Income, Expenditure and Balance Whitburn Band 2024

INCOME

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Totals</u>
Gala Days	2,950.00		2,950.00
SRU	4,000.00		4,000.00
Prize Money	500.00		500.00
Concert Revenue	6,101.52		6,101.52
Donations	6,963.04	3,611.35	10,574.39
Volunteer Donations	33,182.51	40,869.30	74,051.91
Fundraising/sponsorship	590.00	303.70	893.70
Development Band heating	425.00		425.00
Third-party Funding	48,228.40	3,681.00	51,909.40
Merchandise	356.91	352.27	709.18
French Nationals Concert	3,344.51		3,344.51
Transfer between accounts	2,867.86		2,867.86
Other (dinner Dance tickets/bandhall hire	1,077.42		1,077.42
TOTALS	110,587.37	48,817.62	159,404.99

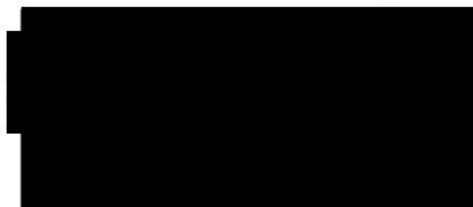
EXPENDITURE

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Totals</u>
Conductor Fees MD	5,716.45		5,716.45
Conductors Fees Professional	15,461.66		15,461.66
Conductors Accommodation/expenses	1,055.94		1,055.94
Hotel Costs	17,970.00	3,153.50	21,123.50
Heating/lighting	13,356.00		13,356.00
Insurance	1,059.06		1,059.06
Band hall upgrade/maintenance	2,303.65		2,303.65
Dep expenses	7,126.47	500.00	7,626.47
Marketing/promotion	392.40	25.00	417.40
Bank charges	104.92	36.68	141.60
Rehearsal/Concert Venue hire	2,955.52		2,955.52
Music	1,999.84	2,718.00	4,717.84
SBBA fees	275.00		275.00
Digital Storage & media	120.00		120.00
Band Travel Coach hire/flights	1,721.00		1,721.00
Uniform/polo shirts	115.20		115.20
Van Hire/Diesel & parking	2,342.25	219.60	2,561.85
Equipment Purchase	1,487.34	439.47	1,926.81
Instrument Repair/service			-
Contest Entry Fee	1,470.00		1,470.00
Transfer between accounts		3,542.86	3,542.86
Volunteer Expenses	40,610.45	32,379.66	72,990.11
ATA Carney	806.93		806.93
Dinner Dance Band		815.00	815.00
Other (gifts, awards, wreath cleaning item	780.62	290.00	1,070.62
TOTALS	119,230.70	44,119.77	163,350.47

BALANCE

Opening Cash Balance 120285	10807.05
Opening Cash Balance 203806	2969.69
+ Total Income	159,404.99
=	173,181.73
- Total Expenditure	163,350.47
End of Year Bank Balance	9,831.26

Merchandise float in cash	109.38
Euro Float (106E)	87.95
Total Funds	10,028.59



Independent examiner's report on the accounts		Charity name Whitburn Band		Registered charity number SC044829		On the accounts of the charity for the period		Set out on pages	
Period start date		Period end date		Day		Month		Year	
01		31		01		12		2024	
To									
Year		Day		Month		Year		(number of additional sheets)	
2024		2024		2024		2024			

Respective responsibilities of trustees and examiner		Basis of independent examiner's statement		Independent examiner's statement	
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.		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.		1. 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, andto prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations	

Signed		Name		Relevant professional qualification(s) or body (if any):		Address:	
				MCIOB			
Date:		04/01/2025					

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