

APPENDIX 1

OSCR

Scottish Charity Regulator  
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	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

Pushing Out the Boat
POTB
SC

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 ny)
1				
2				
3				
4				
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	Scottish Charitable Incorporated Organisation Constitution
Trustee recruitment and appointment	Trustees (the Management Committee) are appointed by members at the AGM. Subsequent appointments during the financial year are made by existing trustees.

## Objectives and activities

Charitable purposes	The organisation's purposes are to promote culture, heritage and the arts in the North East of Scotland.
Summary of the main activities in relation to these objects	<p>Publish a magazine in the North East of Scotland promoting prose, poetry and the visual arts</p> <p>Promote, encourage and nurture quality new writing in the North East of Scotland and beyond, including work in Doric and Scots languages</p> <p>Work in partnership with other organisations</p>

## APPENDIX 1

### Achievements and performance

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

The year 1 April 2024 to 31 March 2025 was a successful year for Pushing Out the Boat (POTB). We delivered on all the objectives of our business plan, the main focus of which was the preparation and production of Issue 18, the next edition of our magazine, and we succeeded in obtaining funding for the publication of an anthology to celebrate 25 years of Pushing Out the Boat.

### Financial review

#### Brief statement of the charity's policy on reserves

The charity carries no reserves but maintains financial prudence to ensure no activities are embarked upon without adequate advance funding. The production of ongoing magazines depends on accumulation of adequate funds to ensure printer payment.

#### Details of any deficit

None

#### Donated facilities and services (if any)

None

## APPENDIX 1

### Other optional information

Overview of POTB Business Plan for period from April 2025 to March 2026:

To launch our next edition, Issue 18, in May 2025.

To consolidate the Team and recruit new members to replace any who step down.

To publish an anthology celebrating the 25th anniversary of Pushing Out the Boat.

To continue to raise income by selling POTB through vendors, our website, reading events and our partner organisations and to seek out additional sources of income in order to finance the publication of the next issue.

To raise awareness of the anthology and the magazine through press releases, online publicity and events.

To organise events, including:

- o a reading event at Books and Beans in April;
- o participation in the Festival of the Sea 2025, being organised by Aberdeen City Council during the visit of the Tall Ships Race in July;
- o participation in the WayWORD Festival organised by the University of Aberdeen in October.

To review and re-stock our retail outlets and endeavour to recruit new vendors.

To continue to strengthen our website and social media outreach through relevant news items, blogs and Q&A features.

### Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b> <i>OSCR will accept digital or typed signatures</i>		
<b>Full name(s)</b>		
<b>Position (e.g. Chair)</b>	Chair	Coordinator
<b>Date</b>	25/11/2025	25/11/2025

## Pushing Out the Boat

SC044919



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 £
<b>A1 Receipts</b>						
Donations	154				154	161
Legacies					-	
Grants		658			658	
Receipts from fundraising activities					-	
Gross trading receipts	508				508	1,909
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
<b>A1 Sub total</b>	<b>662</b>	<b>658</b>	<b>-</b>	<b>-</b>	<b>1,320</b>	<b>2,070</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>662</b>	<b>658</b>	<b>-</b>	<b>-</b>	<b>1,320</b>	<b>2,070</b>
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments	1,018				1,018	3,597
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
<b>A3 Sub total</b>	<b>1,018</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,018</b>	<b>3,597</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>1,018</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,018</b>	<b>3,597</b>
<b>Net receipts / (payments)</b>	<b>(356)</b>	<b>658</b>	<b>-</b>	<b>-</b>	<b>302</b>	<b>(1,527)</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>(356)</b>	<b>658</b>	<b>-</b>	<b>-</b>	<b>302</b>	<b>(1,527)</b>

## 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	2,711				2,711	4,239
	Surplus / (deficit) shown on receipts and payments account	302				302	2,369
						-	
						-	
	Cash and bank balances at end of year	3,013	-	-	-	3,013	6,608
	(Agree balances with receipts and payments account(s))	658	- 658	-	-	-	3,896

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

	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 to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

	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


27 Oct. 2025

Section C Notes to the Accounts

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

C2 Grants

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

C3a Trustee remuneration

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)	
--	--

C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
---	--

C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

## Pushing Out the Boat

SC044919

**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 £
	154				154	161
					-	
					-	
					-	
Total	154	-	-	-	154	161
	-	-	-	-	-	-

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Aberdeen City Council		658	658	-
			-	
			-	
			-	
Total	-	658	658	-
	-	-	-	-

## 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 £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
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 £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-
	-	-	-	-	-	-



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## Additional analysis (2)

### 5 Breakdown of unrestricted funds

Breakdown of unrestricted funds		Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>							
Donations		154				154	161
Legacies						-	
Grants		658				658	
Receipts from fundraising activities						-	
Gross trading receipts		508				508	1,909
buildings						-	
Rents from land & buildings						-	
Gross receipts from other charitable activities						-	
<b>Sub total</b>		1,320	-	-	-	1,320	2,070
						cross ref error	
<b>Receipts from asset &amp; investment sales</b>							
Proceeds from sale of fixed assets						-	
Proceeds from sale of investments						-	
<b>Sub total</b>		-	-	-	-	-	-
<b>Total receipts</b>		1,320	-	-	-	1,320	2,070
						cross ref error	
<b>Payments</b>							
Expenses for fundraising activities						-	
Gross trading payments		1,018				1,018	3,597
Investment management costs						-	
Payments relating directly to charitable activities						-	
Grants and donations						-	
Governance costs:						-	
Audit / independent examination						-	
Preparation of annual accounts						-	
Legal costs						-	
						-	
						-	
<b>Sub total</b>		1,018	-	-	-	1,018	3,597
						-	
<b>Payments relating to asset and investment movements</b>							
Purchases of fixed assets						-	
Purchase of investments						-	
<b>Sub total</b>		-	-	-	-	-	-
						-	
<b>Total payments</b>		1,018	-	-	-	1,018	3,597
						-	
<b>Net receipts / (payments)</b>		302	-	-	-	302	(1,527)
<b>Transfers to / (from) funds</b>							
						-	
<b>Surplus / (deficit) for year</b>		302	-	-	-	302	(1,527)
						cross ref error	

## Pushing Out the Boat

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## Additional analysis (3)

## 6 Breakdown of restricted funds



	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants	658				658	-
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					-	
<b>Sub total</b>	658	-	-	-	658	-
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	658	-	-	-	658	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	-
<b>Net receipts / (payments)</b>	658	-	-	-	658	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	658	-	-	-	658	-

## Nature and purpose of funds

Aberdeen City Council - Festival of the Sea 2024 grant

## APPENDIX 3



		Independent examiner's report on the accounts						v2
<b>Report to the trustees/members of</b>  <b>Registered charity number</b>  <b>On the accounts of the charity for the period</b>  <b>Set out on pages</b>	Charity name	Pushing out the Boat						
	Registered charity number	SC044919						
	Period start date					Period end date		
	Day	Month	Year		Day	Month	Year	
	01	04	2024	to	31	03	2025	
							(remember to include the page numbers of additional sheets)	
<b>Respective responsibilities of trustees and examiner</b>  <b>Basis of independent examiner's statement</b>  <b>Independent examiner's statement</b>	<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) (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> <p>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.</p> <p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <p>1. which gives me reasonable cause to believe that in any material respect the requirements:</p> <ul style="list-style-type: none"> <li>to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</li> <li>to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</li> </ul> <p>have not been met, or</p> <p>2. to which, in my opinion, attention should be drawn in order to enable a proper be reached.</p>							
<b>Signed:</b> <b>Name:</b> <b>Relevant professional qualification(s) or body (if any):</b> <b>Address</b>				<b>Date:</b>		13/11/2025		
	Institute of Chartered Accountants of Scotland							
								

\*Please delete the words in the bracketed text on the following page.

which have come to your attention on the following page.

**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