

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

**Annual Report and Accounts
For the year ended 31 December 2024**

Registered Charity – SC045285

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

Annual Report and Accounts For the year ended 31 December 2024

Contents	Page
Charity Information	1
Trustees Report	2 – 7
Independent Examiner’s Report	8
Receipts and Payments Account	9
Statement of Balances	10
Notes to the Accounts	11 – 14

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

Charity information

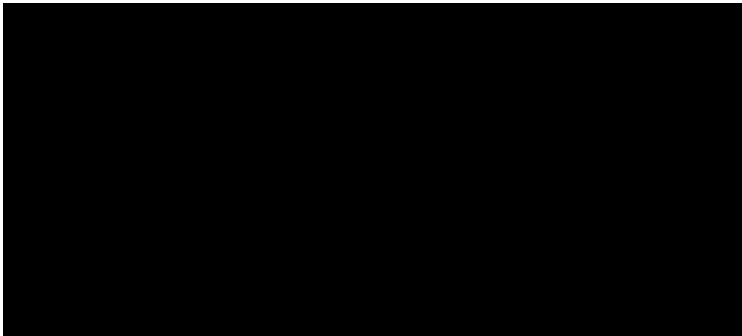
Charity name

The Pennypit Centre Management Centre SCIO
also known as The Pennypit Family and Learning Centre

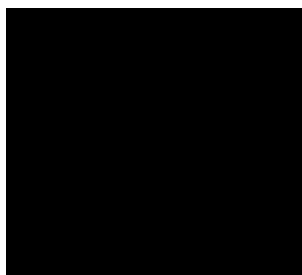
Charity number

SC045285

Current Trustees



Principal office



Independent Examiner



EA Independent Ltd
5 South Charlotte Street
Edinburgh
EH2 4AN

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

Trustees' report

For the year ended 31 December 2024

The trustees present their report and receipts and payments accounts of the charity for the year ended 31 December 2024.

Governing document

The charity is a Scottish Charitable Incorporated Organisation, registered on 11 December 2014 and regulated by a written constitution.

Charitable purposes, objectives and activities

The purposes of Pennypit Centre Management Committee are:

- The advancement of education
- The advancement of citizenship or community development
- The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended

Pennypit Centre Management Committee aims to meet these purposes with the following objectives:

- Promote wider consultation with centre users and in the local community
- Promote activities and develop learning programmes for all ages of the Prestonpans Community
- Generate and secure income to further the aims of the charity
- Celebrate our community's unique heritage and achievements

To achieve these objectives, The Pennypit Centre Management Committee will:

- Carry out a needs assessment in the local community, using existing information such as Community Profiles to inform the process
- Organise a programme of fundraising events to develop educational, recreational and social provision
- Work in partnership with other organisations to develop a comprehensive programme of activities for Prestonpans
- Provide accommodation for community groups and organisations

Management, recruitment and appointment of Trustees

The management committee are the charity's trustees. Meetings are normally held on a monthly basis. Membership of the management committee is open to all centre groups. To allow for some continuity of the committee it is also open to interested members of the community. The Community Development Officer and Centre Head and other council representatives attend meetings as non-voting members. Trustees are elected at the annual general meeting. There must be a minimum of 4 trustees.

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO
Trustees' report
For the year ended 31 December 2024

Achievements and Performance

HOSTING GROUPS

This year we welcomed back our regular groups and announced various new groups to the centre. The Pennypit Special Needs Youth Club (PSNYC) continues to run two nights a week giving vital support to their members. Computer Club is on two days a week. Patchwork EH32 Babies, is on weekly supplying a support group for new parents. Stay and Play continues every Friday morning for 0–3-year-olds. Make Mess Matter continues to hold play & slime sessions. The Prestonpans Playgroup continues and has extended to 3 days a week. The after-School Club, the French language class continues and has been very popular.

After our dance taster classes, we continued with Line dancing, Shoogie (belly dancing) & Rumba (Latin fitness) classes these each run once a week.

New classes introduced were Boogie Beats, OAP Gentle Exercise, Mini Movers, Baby and me Yoga, Little Stomperz & a community Art Group, Branch out together & the Resource group

CAFÉ

The café continues with M&M Munchies catering. The Committee support the café space with costs towards the utility bills. We will work with the café to offer time for tea for the over 60's and set up an OAP community lunch club. The café has been passed as dog friendly space and started puppuccino Mondays.

The café supports our community events with offering breakfast / lunch for the kids. We continue to have a free adult & child book library. The café contributed / funded several events including a Burns lunch, Valentine afternoon tea and supports a community knitting group.

The café set up a scheme where businesses & members of the community donated meals for the café to give out to people in need in the community. We have a local artist displaying and selling her artwork with a percentage going towards the meal scheme.

After watching a documentary on tv, we have advertised the café as a safe space for anyone in need.

SCHOOL HOLIDAY ACTIVITIES

February week half term some of our events included – arts & crafts, flower arrangement, animal man, lunch with Bluey, messy play, circus activities & a pet photo shoot.

Easter holidays events ran for two weeks some of the activities included a Teddy bear picnic, flowers, build a bear, sand art, alpacas easter egg hunt, cakes and crafts & brunch with Mario.

The committee planned a full 6½ weeks summer programme, to run through the summer school holidays. We set up various different activities for every day. Some activities were free events, to help cover some of our costs we ticketed some of the events for a reasonable cost.

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO
Trustees' report
For the year ended 31 December 2024

We supplied lunch bags to all the children and treated the adults to soft drinks, all were supplied from the café. As well as our normal activities we had new activities including two courses on learn to ride your bike, these were a great success and rewarding seeing the children learn to ride their bikes.

During our summer events we received feedback regarding space for assisted special needs (ASN) children. We started to add these sessions to our program. We purchased some sensory play items and set up a room with sensory play.

October holidays events ran for a week, including various attractions including a space planetarium, make mess matter, boogie beats, & little Stomperz.

We started working with some new organizations introducing a sing & sign activity, & an Archery session. We had a visit from a mascot Dinosaur. As well as our usual animal activity's we normal host (Alpacas, Animal man & the Petting Zoo) We had the Sense of Nature visit they brought the largest tortoise & snail.

OTHER EVENTS

We have been connecting and working with the local elderly care groups. We invited Harlawhill day care for breakfast and a picture with the alpacas & John Bellany day centre for breakfast with Sense of nature.

Other activities included breakfast with paw patrol, a Halloween Hound doggie photo shoot & a silent disco.

We held day events for Father's day & Mother's day
We introduced a Living egg hatching programme, this ran for two weeks,

BUS TRIPS

We sourced funding to put on two summer bus trips. With the funding we were able to take three trips to Blair Drummond safari park and keep the cost low and support local families (171 attending).

We had a intergeneration trip with all ages which was a fabulous day. We received great feed back and hope to secure funding to continue next year.

We ran a trial adult trip in September to Blackpool. It was enjoyed by everyone but was not beneficial for the cost so we will not be repeating this trip.

FIRST AID COURSES

Due to devastating news of an occurrence which happened to one of the children who attended our stay and play. We arranged to run first aid courses for parents based on baby/children's first aid. This proved to be very important to the community and was booked up within days. We have arranged to host another one In January 2025.

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

Trustees' report

For the year ended 31 December 2024

POSITIVE PRESCRIPTIONS

We secured funding to start this idea of positive prescription which includes working with doctors and other care providers to refer possible candidates that could benefit from attending any of our groups for six weeks in the help to overcome loneliness, mental health etc as an alternative to prescribing medications. It was hugely approved with the doctors; we have been overwhelmed with the referrals and will look to source more funding to continue next year.

SOUND BATH

We have secured a long-term hire upstairs with Paul who runs a Well-being and Sound Bath.

SCHOOL USE

We let out two of our rooms to St Gabriels primary school as they had to completely close the school due to a gas leak. We were more than happy to accommodate and support the school. The primary students were with us for two weeks.

COMMUNITY PAY BACK TEAM

We have built a relationship with the community pay back team. They came and painted our outside wall and laid the stones at the front. They have also been using the hall to host the big pick, this is a second-hand clothes sale, with the money they make they put back into the community.

OTHER EVENTS & FUNDRAISERS

We arranged to put on a Christmas pantomime supplied by Hopscotch, a Spiritualist night with a raffle. Hosted space for a Jack and Gill market. We also offered parents an affordable professional Christmas photo shoot.

CHRISTMAS ACTIVITIES

We collaborated with Prestonpans Community Centre, their Committee and Destiny project to put on an OAP Winter Warmer Christmas lunch from Santa. We invited organisations to set up information stalls to provide advice on winter related subjects, foodbank, heating etc. Our community police came along also to give advice and chat. We sourced funding to make everyone a Christmas winter warm bag which included tea/coffee, biscuits, hats, scarfs, hot water bottles etc.

Our Christmas event was set up as an old-fashioned Victorian Christmas. It was a very successful day. With Victorian decoration, alpacas, mini zoo, Santas grotto, original arts & crafts, we had a Victorian photography display & old Christmas film. We set up a Victorian Christmas market which included an old fashion flower cart. We decorated a rag & bone cart where we had clothes and toys people could donate or help themselves to.

OTHER CHRISTMAS EVENTS

We ran a Wreath making class. Santa paws grotto photo shoot. Breakfast & Brunch with Santa and an ASN meet with Santa.

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

Trustees' report

For the year ended 31 December 2024

SUPPORTED

We supported a community cancer charity event by supplying a bus for guests to get home. We hosted a party for our Stay & Play children, supplied a disco & sweets for PSNYC (special needs youth club) & a Christmas lunch / party for computer club and some elderly that attend the centre.

PURCHASES

We purchased new heaters for the centre, new toys for Stay & Play, equipment for an ASN sensory room. We bought a lot of Christmas props, inflatables, costumes & crafts this year. This will help us from borrowing from other centres and they will be able to be used each year. Our TV licence was purchased & updated. We purchased a chip & pin Card machine and have it set up with our bank account to help take income for the centre more effectively.

We purchased two chrome books, an I-pad, tables and accessories with the funding we had, The council has set up desktop computers in the centre. We will be looking at expanding our digital access & classes to the public.

After our Fire & Safety course we were advised to set up a safety box to assist if there was ever a fire or an incident where we needed to evacuate the building. We also purchased walkie talkies to communicate.

IMPROVEMENTS

The training rooms upstairs and the café area were painted and we purchased a TV for the café space. We purchased planters for our outside area and a new shed. With the help from the pay back team the back wall has started to be painted and the edging and stones have been put down. We will continue to upgrade the outside appearance.

DEFIBRATOR

We had our defibrator registered with Circuit and hosted a defibrator training course for staff & centre users.

FUNDING

We received funding from Premier Installation & Siemens towards our Christmas gift bags.

Financial Review

Results for the year

In the year to 31 December 2024 the charity had receipts of £60,656 (2023: £18,079) and payments of £51,394 (2023: £29,619), giving net receipts of £9,262 (2023: net payments of £11,540). Total funds under management at 31 December 2024 were £28,735 (2023: £19,473) of which £6,171 are restricted to use (2023: £5,787).

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO
Trustees' report
For the year ended 31 December 2024

Reserves

General reserves are used to fund future planned necessary expenditure. The trustees regard these reserves as an essential safeguard against potential future deficits, as of 31 December 2024 general reserves stand at £22,564.

Trustee remuneration and expenses

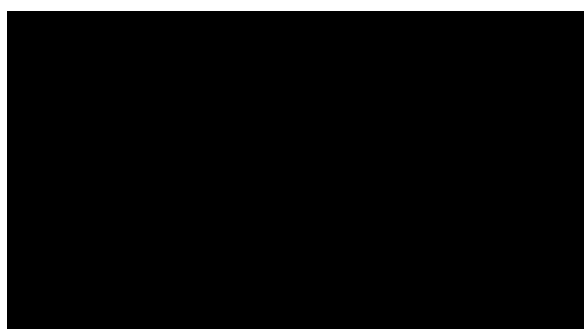
The trustees did not receive any remuneration or expenses during the year (2023: Nil).

Plans for future periods

OUR PLANS FOR 2025 INCLUDE:

- Creating a business & development plan for the lease agreement with East Lothian Council and assessing the impact that will have on room rentals, utilities and activities.
- Continuing to hire out our rooms to help gain an income to continue our good work in the community
- Continue to work with other community groups & organizations
- Secure funding to continue to grow our Positive Prescriptions project
- Secure funding to repeat our summer bus trips in the Summer.
- Arrange an Easter & Christmas Community Lunch
- Continue our running of successful activities during the school holidays
- Hosting community Christmas events, grotto & party's
- Introduce more digital help in the community
- Continue to improve our outside space & décor inside the centre
- Reapt the Living egg project
- Set up an online ticket platform

Approved by the Trustees and signed on their behalf



THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

Independent Examiner's Report to the Trustees of The Pennypit Centre Management Committee

I report on the accounts of the charity for the year ended 31 December 2024, which are set out on pages 9 and 10 and the related notes on pages 11 to 14.

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) Act 2005 and the Charities Accounts (Scotland) Regulations 2006(as amended) ("the 2006 Regulations"). The charity's Trustees consider that the audit requirement of Regulation 10(1) (d) of the 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.

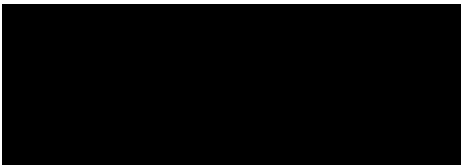
Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 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.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Regulations
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



EA Independent Ltd
5 South Charlotte Street
Edinburgh
EH2 4AN
25 September 2025

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

Receipts and Payments Account For the year ended 31 December 2024

	Notes	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Receipts					
Grants and donations	2	146	17,349	17,495	-
Receipts from charitable activities	3	23,065	-	23,065	10,143
Use of premises by Preston Lodge High School	4	20,096	-	20,096	7,936
		<u>43,307</u>	<u>17,349</u>	<u>60,656</u>	<u>18,079</u>
Payments					
Charitable activities	5	35,917	13,259	49,176	15,016
Payments in support of café	6	-	-	-	7,640
Purchase of equipment	7	1,192	1,026	2,218	2,963
		<u>37,109</u>	<u>14,285</u>	<u>51,394</u>	<u>29,619</u>
Net receipts/(payments) before transfers		6,198	3,064	9,262	(11,540)
Transfers		<u>2,680</u>	<u>(2,680)</u>	<u>-</u>	<u>-</u>
Surplus/(Shortfall)		<u><u>8,878</u></u>	<u><u>384</u></u>	<u><u>9,262</u></u>	<u><u>(11,540)</u></u>
Funds brought forward		<u>13,686</u>	<u>5,787</u>	<u>19,473</u>	<u>31,013</u>
Funds carried forward		<u><u>22,564</u></u>	<u><u>6,171</u></u>	<u><u>28,735</u></u>	<u><u>19,473</u></u>

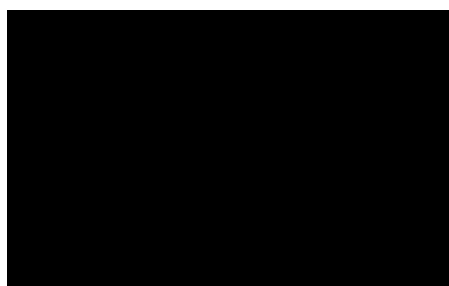
The notes on pages 11 to 14 form part of these accounts

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO

Statement of Balances As at 31 December 2024

	Notes	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Bank & cash balances					
Bank balances at 1 January		13,686	5,787	19,473	31,013
Surplus/(Shortfall) for the year		8,878	384	9,262	(11,540)
Bank balances at 31 December	9	<u>22,564</u>	<u>6,171</u>	<u>28,735</u>	<u>19,473</u>
Funds at 31 December		<u>22,564</u>	<u>6,171</u>	<u>28,735</u>	<u>19,473</u>
Assets				£	£
Equipment at purchase cost (cumulative)				<u>12,937</u>	<u>10,719</u>
Liabilities				£	£
Independent Examiners fee				<u>400</u>	<u>400</u>

Approved by the Trustees on 25 September 2025 and signed on their behalf by:



The notes on pages 11 to 14 form part of these accounts

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO
Notes to the Accounts
For the year ended 31 December 2024

1. Accounting policies

Basis of accounting

The accounts have been prepared on a Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

VAT

The charity is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

Resources expended

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examiner's fee.

2. Grants and donations

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Grant				
East Lothian Council	-	13,625	13,625	-
PCC	-	500	500	-
Siemens	-	2,800	2,800	-
Donations	146	424	569	-
	<hr/>	<hr/>	<hr/>	<hr/>
	146	17,349	17,494	-
	<hr/>	<hr/>	<hr/>	<hr/>

3. Receipts from charitable activities

	£	£	£	£
Room hire	18,469	-	18,469	9,367
Ticket sales	4,596	-	4,594	775
Other	-	-	-	1
	<hr/>	<hr/>	<hr/>	<hr/>
	23,065	-	23,065	10,143
	<hr/>	<hr/>	<hr/>	<hr/>

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO
Notes to the Accounts
For the year ended 31 December 2024

4. Use of premises by Preston Lodge High School

Preston Lodge High School required the use of the Pennypit Centre during August 2023 to December 2023 to house S1 students while the school building was subject to repairs. The SCIO received £20,096 in 2024 from East Lothian Council in relation to making the building available for school use in 2023.

5. Costs of charitable activities

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Activities & resources	22,667	1,800	24,467	7,150
Other project spending	3,995	11,459	15,454	-
Community groups	-	-	-	500
Breakfast club – PL School	-	-	-	1,525
Repairs, maintenance, cleaning	2,895	-	2,895	4,517
Utilities	4,750	-	4,750	-
Office costs	118	-	118	528
Insurance & licences	1,092	-	1,092	396
Governance	400	-	400	400
	<hr/>	<hr/>	<hr/>	<hr/>
	35,917	13,259	49,176	15,016
	<hr/>	<hr/>	<hr/>	<hr/>

The fee for the independent examination of the 2024 accounts is £400 (2023: £400) and is included in the Statement of Balances.

6. Payments in support of café

	£	£	£	£
Utilities paid	-	-	-	4,000
Loss of income payments	-	-	-	7,640
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	11,640
	<hr/>	<hr/>	<hr/>	<hr/>

To support the café that operates from the Pennypit Centre to serve the local community, the Trustees agreed to waive rent.

In 2023, utilities were paid on behalf of the café of £500 per month.

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO
Notes to the Accounts
For the year ended 31 December 2024

7. Purchase of equipment

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Lap tops	-	1,026	1,026	-
Defibrillator	-	-	-	940
Electric/white goods	1,192	-	1,192	599
Furniture and fixtures	-	-	-	1,078
Other	-	-	-	346
	<u>1,192</u>	<u>1,026</u>	<u>2,218</u>	<u>2,963</u>

8. Related party transactions

No remuneration or expenses were paid to trustees during the year (2023: £Nil).

There were no other related party transactions.

9. Funds

	Balance at 1 January 2024 £	Receipts £	Payments £	Transfers £	Balance at 31 December 2024 £
<i>Unrestricted Funds</i>					
General Fund	13,686	43,307	(37,109)	2,680	22,564
<i>Restricted Funds</i>					
Coalfields	1,029	-	(891)	-	137
Support from Start	2,488	-	(2,288)	-	-
Digital	2,250	-	(2,179)	-	71
ELC Brew & Blether	20	-	-	(20)	-
Warm Winter	-	2,224	(1,751)	20	493
Youth work – EB		9,625	(4,706)	(2,800)	2,119
Youth work – J		2,500	-	-	2,500
Bus trip		1,500	(1,620)	120	-
Positive Prescriptions		1,500	(650)	-	850
	<u>5,787</u>	<u>17,349</u>	<u>(14,285)</u>	<u>(2,680)</u>	<u>6,171</u>
Total	<u>19,473</u>	<u>60,656</u>	<u>(51,394)</u>	<u>-</u>	<u>28,735</u>

THE PENNYPIT CENTRE MANAGEMENT COMMITTEE SCIO
Notes to the Accounts
For the year ended 31 December 2024

Note 9 - Funds continued

The purposes of the restricted funds are as follows:

Coalfields – a grant received in 2021 for improvements to the outdoor space. The balance will be spent in 2025.

Support from the Start – funds brought forward from 2022 used for activities in the year.

Digital funding – funding received in 2022, a small balance remains to be spent in 2025.

Brew & Blether – funding received to carry out Brew and Blether sessions. Fully spent.

Warm Winter – funding received to support projects to help local residents stay warm.

Youth work – funding received for youth workers to deliver projects in the area.

Bus trip – funding received to support a trio for local older people.

Positive prescriptions – funding received to support alternative activities for health and wellbeing.

A transfer was made from unrestricted funds to cover the shortfall in the cost of the bus trip funding. Funds were transferred from the Youth Work – EB project to unrestricted on the instruction of East Lothian Council in relation to. The balance on the Brew and Blether fund was transferred to the Warm Winter fund as it has similar aims.