

## APPENDIX 1

**OSCR**

Scottish Charity Regulator

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	1	04	24		31	03	25

**Reference and administration details**

Charity name  
Other names charity is known by  
Registered charity number  
Charity's principal address

Dalkeith History Society

SC 045434

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if	Name of person (or body) entitled to
				steer (if any)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**DALKEITH HISTORY SOCIETY  
MUSEUM  
BALANCE SHEET  
1ST APRIL 2024 TO 31ST MARCH 2025**

<u>Income</u>	£	<u>Expenditure</u>	£
Subscriptions	510.00	Subscriptions	2128.60
Visitors	52.00	Website	990.00
Donations	352.00	Fees	449.44
Publications	563.10	Catering	223.63
Friends Membership	354.00	Education	1421.44
Dark and Deadly	330.80	Printing/Stationery	12.95
Events	787.50	Equipment	920.21
Misc.	1467.00	Gratuities	18.10
		Misc.	17.00
<b>TOTAL</b>	<b>£4,416.40</b>		<b>£6,181.37</b>

<b>Balances Brought forward @ 1st April 2024</b>	£ 18,218.46
Income for the year	£ 4,416.40
Expenditure for the year	-£ 6,181.37

<b>Closing Balance</b>	<b>£ 16,453.49</b>
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<b>Cash in Bank@ 31st March 2025</b>	
Account 1 Membership	£ 2,814.19
Account 2 Museum	£ 13,639.30

<b>Closing Balance</b>	<b>£ 16,453.49</b>
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*Treasurer*

**DALKEITH HISTORY SOCIETY  
MUSEUM  
PROFIT LOSS  
1ST APRIL 2024 TO 31ST MARCH 2025**

**MEMBERSHIP**

<b><u>Income</u></b>	£	<b><u>Expenditure</u></b>	£
Subscription	510.00	Catering	41.48
Visitors	52.00	Speakers	90.00
Donation	11.00	Hall	130.00
Misc	17.00	SLHistory Forum	35.00
		Misc	17.00
	<b><u>£590.00</u></b>		<b><u>£313.48</u></b>
Income	£590.00		
Expenditure	-£313.48		
<b>Profit</b>	<b><u>£276.52</u></b>		

Opening Balance@1st April 2024	£2,537.67
	276.52
Closing Balance @ 31st March 2025	<b><u>£2,814.19</u></b>

**MUSEUM**

<b><u>Income</u></b>	£	<b><u>Expenditure</u></b>	£
Publications	563.10	Subscription	2093.60
Friends Museum	354.00	Website	990.00
Donations	341.00	Fees	229.44
Dark & Deadly	330.80	Catering	182.15
Events	787.50	Printing/Stationery	12.95
Miscellaneous/Education	1450.00	Equipment/Books	920.21
		Gratuities	18.10
		Education	1421.44
	<b><u>£3,826.40</u></b>		<b><u>£5,867.89</u></b>
Income	£3,826.40		
Expenditure	-£5,867.89		
<b>Deficit</b>	<b><u>-£2,041.49</u></b>		

Opening Balance @1st April 2024	£15,680.79
Deficit	-£2,041.49

Closing Balance @ 31st March 2025	<b><u>£13,639.30</u></b>
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Education Fund	£9,582.28
Museum	£4,057.02
	<b><u>£13,639.30</u></b>

Treasurer

Can I please have a show of appreciation for [REDACTED]

.....

[REDACTED]  
On completion of [REDACTED] update, the Chair makes a re-nomination request to the general meeting that [REDACTED] ([REDACTED]) be nominated for the vacant Chair, [REDACTED] takes the role as Vice Chair, with current other office bearer and committee having intimated their wish to stand for renomination year 25/26.

Any Objections asked for. Proposal and Seconded Accepted

Finally, the Chair thanked everyone again for their continued support and advises that the speaker would be [REDACTED] on the real Anne Boleyn.

Thereafter refreshments will be served.

## FINAL

Thanks to the speaker.....and a thanks to the contributors of the refreshments.

End of Meeting

AGM 12<sup>th</sup> May 25

[REDACTED] transcribed

[REDACTED] (Chairperson)

Profit and Loss of the Museum.

Profit and Loss - Deficit

Profit and Loss History Society

Profit and Loss - Profit

## **BALANCE SHEET**

Balance Brought Forward @ 1<sup>st</sup> April 2024 £18,218.46

Income for Year £4,416.40

Expenditure for year -£6,181.37

Closing Balance £16,453.49

completes the Finances and hands back over to

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## **SUCCESSION**

*draws everyone's attention to succession.*

As previously advised The History Society, the current Trustees, mirror the same Succession problem as the Museum with encouraging additional members and volunteers.

To secure the future of succession and finance that both the History Society and Museum require if they are to survive, the current roles of the History Society Committee, and a Museum Advisory Group are to continue to positively advertise to encourage more members, volunteers, visitors and groups while helping to highlight both the existence and worth to both the Dalkeith community and potential business/trustees. It remains imperative that everyone remains positive to future succession, and to continue investigating and completing grant applications where applicable.

Last year [REDACTED] advised the meeting that he would be standing down as Chair after AGM 2025 but would be prepared to continue as a member of the committee.

It therefore falls to me to thank you [REDACTED] for all you have done for the History Society and Chair and on behalf of the committee and membership for your contribution and dedication to the continued transfer of historic knowledge of this town of ours and finally the continued success of the History Society while remaining an invaluable and supportive member of the committee's team



Scotland has considered their recent grant application and it appears to broadly meet the outcomes and requirements of their Historic Environment Grants Programme and are happy that the museum should proceed. The move into the 25/26 year remains positive while caution prevails.

### **History Society Update**

The Society have had a balanced year financially particularly due to our in-house member speakers donating their time free. Thank you. Our series of Monday events throughout the session have proved popular with the membership, and it is satisfying to report that there has been a growth in new members and visitors alike. Various donations from visitors and Life members are always gratefully received.

To confirm .....in April the Chair advised by email/post of the ongoing need for sustainability and suggested that the membership be charged at £15 per annum. I am delighted to confirm that this suggestion has had an excellent support. I can confirm that the 25/26 session membership fee therefore will be £15 per annum ongoing.

This uplift in charge enables us to continue to meet various costs and potential uplift in costs but also to consider the reprint of the Dalkeith History Society "Old Dalkeith" Issues 1,2 & 3 all popular with Museum visitors and could enable a further income stream. These originally cost £3.50 each and we propose to charge £4 each going forward.

Finally, the visitor donation will go from £2 to £3 in keeping with the member to visitor donation cost ratio.

Thank you for your support..... the Chair and committee genuinely appreciate it.

**Treasurer (I Leave that to you)**

### **FINANCE**

#### **Museum**

The Profit and Loss with the Balance Sheet from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 has been distributed to the attending members. Norma McNeill then presented.

**\_\_\_\_\_** presents the

**DALKEITH HISTORY SOCIETY**

**AGM 12<sup>th</sup> May 2025**

**CHAIR:**

The Chair welcomes everyone to the Society year 24/25 AGM.

Tonight rounds off another event year of interesting topics. Thanks go to all speakers who contributed.

Thanks to [REDACTED] for his support and to Dalkeith Baptist Church for the continued use of their premises, to the History Society committee, the museum volunteers who help run the museum and finally a big thank you to all members who have come here this evening and continue to support the work of Dalkeith History Society and Museum.

Chair asks [REDACTED] that the update of both History Society and Museum be presented.

**Museum Update**

Thanks go to all the Museum Volunteers and in particular to the Museum Advisory Team for their total dedication to the Museum.

This dedication has resulted in highlighting our museum to the people of Dalkeith and the ever-extending surrounding areas.

In line with other museum's, we now have a successfully developed Friends of the Museum. This has proven very popular and to date many society members have joined, helping to generate income for the Museum.

Other income streams initiated by the efforts of the Advisory group such as sale of publications, the ever popular Dark and Deadly Tours as well as Nights at the Museum continue to grow interest ..... all of which have been supported by you.

The Museum continues with educational development and are making excellent progress with local schools, developing resources for use by School Training Groups and confirmed recently by positive feedback from St Luke's Primary School and their pupils.

They are pleased to confirm that Historic Environment



## 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 Society is governed by the Constitution and is a Scottish Charitable Incorporated Organisation. The Management Committee is elected by the members at the Annual General Meeting. The Society is independent and not part of any other organisation.

Trustee recruitment and appointment

By election and the Annual General Meeting. Recruitment is done by the Committee from Society Members who, they consider to be suitable and or/have knowledge that may be required.

## Objectives and activities

Charitable purposes

The advancement of Education and of the Arts, Heritage, Culture and Science through study and research into the history of Dalkeith. Providing an environment and opportunity for activities enabling individuals and groups to learn about cultural and historic heritage of Dalkeith and surrounding areas.

Summary of the main activities in relation to these objects

Meetings at which speakers give talks about the history of Dalkeith, surrounding areas and wider areas in Scotland. Providing and managing a Museum in Dalkeith. Research into history of Dalkeith and surrounding areas. Providing and/or giving talks about Dalkeith to members of the public and local organisations.



**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

Date

1-8-25

# APPENDIX 3



		Independent examiner's report on the accounts						v2
Report to the trustees/members of	Registered charity number	Charity name						
		DALKEITH HISTORY SOCIETY						
On the accounts of the charity for the period		Period start date				Period end date		
		Day	Month	Year	to	Day	Month	Year
		01	04	2024		31	03	2025
Set out on pages		(remember to include the page numbers of additional sheets)						
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 (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.							
Basis of independent examiner's statement	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.							
Independent examiner's statement	In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]							
	1. which gives me reasonable cause to believe that in any material respect the requirements: <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> have 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.							
Signed**:	[Redacted Signature]							11/12/25
Name:	[Redacted Name]							
Relevant professional qualification(s) or body (if any):	[Redacted Qualification]							
Address:	[Redacted Address]							

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

\*\*OSCR will accept digital or typed signatures.