



Trustees Annual Report and Accounts

2023-2024



# Trustees Annual Report and Accounts 2023-2024



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# Trustees Annual Report and Accounts 2023-2024



## 1. Introduction

This document presents the trustees annual report and accounts for Friends of Douglas Park for the financial period 1<sup>st</sup> June 2023 to 31<sup>st</sup> May 2024.

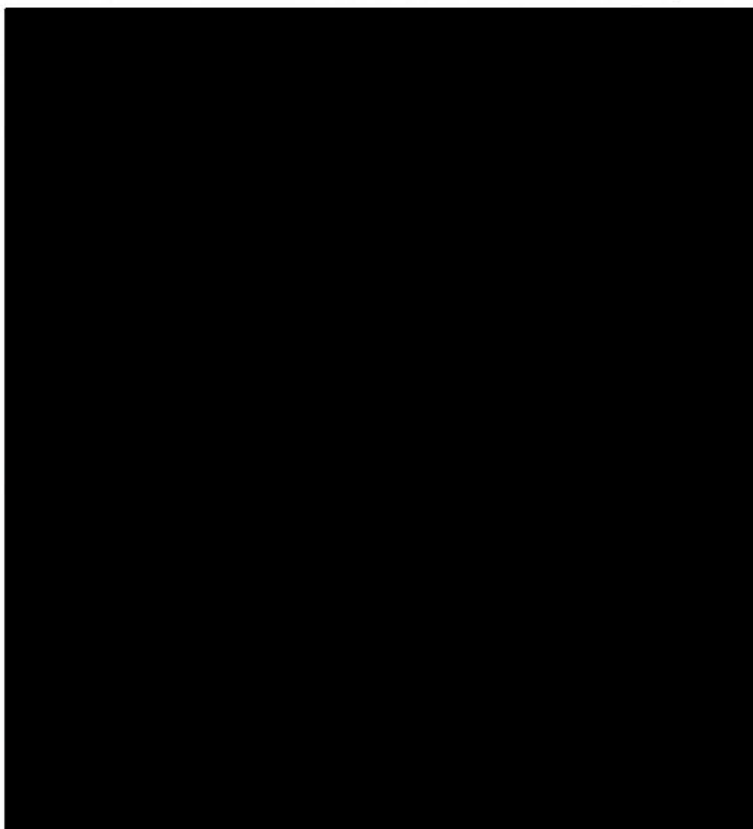
### 1.1 Charity details

**Charity name:** Friends of Douglas Park  
**Registered charity number:** SC046569  
**Charity's principal address:** 24 Stewarton Drive, Cambuslang, Glasgow, G72 8DF

**Website:** <https://friends-of-douglas-park7.webnode.com/>

### 1.2 Charity Trustees

The current charity trustees, as of February 2025 are:



During the financial period 2023-2024, ten charity trustees were elected to the committee during the December 2023 AGM. Three new committee members were recruited in November 2024. One other new committee member was elected in February 2025 during the AGM when all roles above were elected.

There were no other trustees during the 2023 -2024 financial year.



## 2. Structure, governance, and management

### 2.1 Governing document

Friends of Douglas Park is a two-tier Scottish Charitable Incorporated Organisation (SCIO) and is governed by a constitution. The constitution sets out the rules for managing both the board of charity trustees and the wider membership for the organisation. The constitution was first approved in 2016 but was amended in 2017 when the group changed from a single-tier to a two-tier SCIO. No changes to the constitution have been made since 2017.

### 2.2 Trustee recruitment and appointment

Members of the board of trustees are usually recruited during the Annual General Meeting (AGM) but may also join at any point throughout the year.

During the AGM, the office bearers must retire but may be re-elected.

A maximum of seventeen charity trustees is permitted and there must be a minimum of three.

During board meetings, a quorum of five is required to pass any resolutions.

All members of the board of trustees are voluntary; there are no paid staff within the organisation.

Members of the wider community may join the group at any time by completing a membership application form.



## 3. Objectives and activities

### 3.1 Charitable purposes

Friends of Douglas Park has several charitable purposes which are outlined in the constitution. These are:

- To restore Douglas Park to a well-tended park and open space for the benefit of the community for use by all, thereby encouraging increased community use, leading to the improvement and development of community spirit in Douglas Park.
- To advance the education of the adjacent primary school pupils concerning the natural environment through the development of horticultural programmes.
- To conserve, enhance and improve the biodiversity and sustainable use of Douglas Park for the benefit of people and wildlife.
- To create a sense of space and place in the community with an intelligent viewpoint detailing the local landmarks, landmarks of the wider Glasgow area and surrounding mountains.
- To provide a resource, in the form of Douglas Park, for the use of other community groups and in furtherance of their aims and objectives in so far as those aims and objectives are not in conflict with the aims and objectives of the Organisation.
- To encourage health and environmental engagement as part of the network of green open spaces in Cambuslang.
- In furtherance thereof, but not otherwise, the Organisation shall seek to protect, preserve and enhance the environmental asset of Douglas Park with the object of improving the conditions of life for the community by promoting health, community engagement and the benefits of enjoying green space.

### 3.2 Our activities

Douglas Park is a small pocket park which has been a community open space and garden for over 100 years, however, the use of the area as a community space declined with the removal of the main garden and seating in around the 1980's. The main purpose of Friends of Douglas Park is to restore the area to a functional park, allowing increased community use and enjoyment and providing the associated health and wellbeing benefits that access to quality outdoor space brings.

To further these objectives, our main activities involve:

- Organising community events to both fundraise and encourage community involvement.
- Carry out park improvements to restore it to a useful and attractive outdoor space whilst improving the biodiversity and environmental value of the area.
- Seek funding to support us in achieving our objectives.
- Liaise with other community groups and schools within the area to encourage wider use of the park.
- Facilitating volunteers for maintaining the park.



## 4. Achievements and performance

During the 2023-2024 financial year, we continued with our activities within the park. We repeated the art competition with Cathkin High School and received some fantastic entries from the S2 pupils. Six pictures were transferred onto canvas this year and the results are outstanding. They brighten up the park and it is great to see such talent within the local community.

We continued with the 'It's Your Neighbourhood' scheme which is organised by Keep Scotland Beautiful. The scheme scores participants against three main themes – community participation, gardening achievement and environmental performance. We were delighted to be awarded a grade 3.

We successfully continued with maintaining the park through many volunteers. Activities included litter picking, grass cutting, hedge cutting, weeding, tree pruning, straightening the edges of the grass at the paths, planting flowers and many other maintenance tasks.

The park continues to be well used by many members of the community through all age groups. It is a delight to see so many people there every day.

## 5. Future plans

Our plans for the future revolve around maintaining the current success of the park. We plan to continue with the regular maintenance of the grass area, rose bed and planters, including cutting and strimming the grass, weeding the garden areas and additional planting where needed. Repair work on the planters has proceeded with the help of volunteers and donations and they will be moved into the park in Spring 2025.



## 6. Financial review

### 6.1 Reserves policy

As a group, we have minimal outgoings as we do not have any staff or premises to operate. Our main expenditure is the annual insurance premium and we will maintain a minimum of £200 in the bank in order to meet these costs.

### 6.2 Details of any deficit

During the 2023-2024 financial year, we had a deficit of £141.

### 6.3 Donated facilities and services

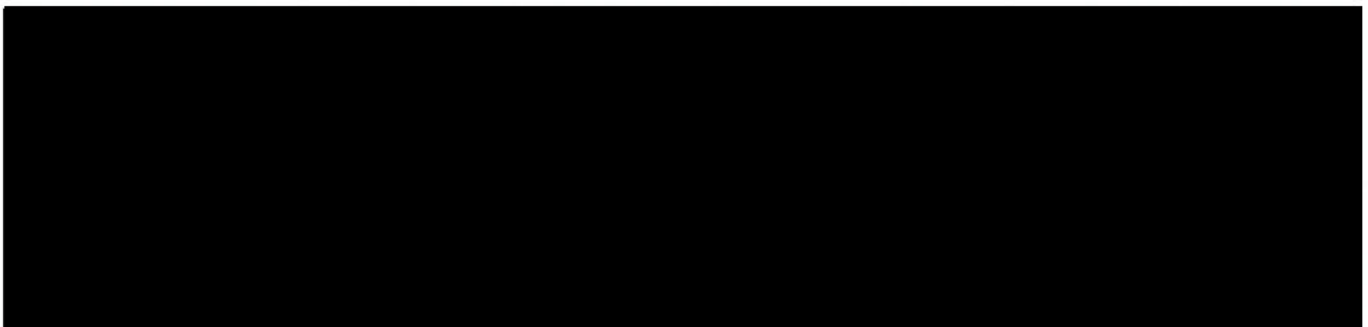
We were donated several facilities or services in the 2023-2024 financial year. The biggest contribution is the time and effort spent by the committee for park maintenance and the running of the group. This included time for volunteering such as planting the bulbs, gardening, weeding, grass cutting, hedge cutting, watering, and litter picking. Volunteers also donate fuel for the mowers.

Last but not least, we were donated the professional time of a qualified accountant to have our accounts independently examined. The group is very grateful for all the donations we have received this year.

## 7. Declaration

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

Signed on behalf of the charity's trustees:



# Trustees Annual Report and Accounts 2023-2024



## 8. Independent examiner's report of the accounts

Report to the trustees/members of	Friends of Douglas Park						
Registered charity number	SC046569						
On the accounts of the charity for the period	Period end date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	June	2023		31	May	2024
Set out on pages:	9-12						

<b>Respective responsibilities of trustees and examiner</b>	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.
<b>Basis of independent examiner's statement</b>	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.
<b>Independent examiner's statement</b>	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: <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.
<b>Signed:</b>	
<b>Name:</b>	
<b>Relevant professional qualification(s) or body:</b>	
<b>Address:</b>	



## 9. Statement of receipts and payments

Transaction	Notes	Unrestricted funds (£)	Restricted funds (£)	Total 2023-2024 (£)	Total 2022-2023 (£)
<b>Receipts</b>					
Donations	1	0	0	0	406
Grants	2	0	0	0	0
Receipts from fundraising activities	3	0	0	0	0
Gross receipts from other charitable activities	4	0	0	0	76
<b>Total receipts</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>482</b>
<b>Payments</b>					
Expenses for fundraising activities		0	0	0	0
Payments relating directly to charitable activities	5	141	0	141	219
Governance costs:		0	0	0	0
<b>Total Payments</b>		<b>(141)</b>	<b>0</b>	<b>(141)</b>	<b>219</b>
<b>Net receipts / (payments)</b>		<b>(141)</b>	<b>0</b>	<b>(141)</b>	<b>263</b>
<b>Surplus / (deficit) for year</b>		<b>(141)</b>	<b>0</b>	<b>(141)</b>	<b>263</b>

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## 10. Statement of balances

Cash funds	Unrestricted funds (£)	Restricted funds (£)	Total 2023-2024 (£)	Total 2022-2023 (£)
Cash and bank balances at start of year	1170	0	1170	907
Surplus / (deficit) shown on receipts and payments account	(141)	0	(141)	263
<b>Cash and bank balances at end of year</b>	<b>1029</b>	<b>0</b>	<b>1029</b>	<b>1170</b>

Other assets	Fund to which asset belongs	Cost (£)	Current value (£)	2022-2023 (£)
None	n/a	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Liabilities	Fund to which liability relates	Amount due (£)	2022-2023 (£)
2024 insurance payment reimbursement due	n/a	157	0
	<b>Total</b>	<b>157</b>	<b>0</b>

Contingent liabilities	Fund to which liability relates	Amount due (estimate) (£)	2022-2023 (£)
None	n/a	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>

Signed on behalf of the charity's trustees:





## 11. Notes to the accounts

### 1. Donations comprises:

	Notes	Unrestricted funds (£)	Restricted funds (£)	2023-2024 (£)	2022-2023 (£)
Members donations	8	0	0	0	406
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>406</b>

### 2. Grants comprises:

	Notes	Unrestricted funds (£)	Restricted funds (£)	2023-2024 (£)	2022-2023 (£)
None	8	0	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 3. Receipts from fundraising activities

	Notes	Unrestricted funds (£)	Restricted funds (£)	2023-2024 (£)	2022-2023 (£)
Easy Fund Raising		0	0	0	25
Amazon Smile disbursement	7	0	0	0	51
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>76</b>

### 4. Gross receipts from other charitable activities

	Notes	Unrestricted funds (£)	Restricted funds (£)	2023-2024 (£)	2022-2023 (£)
None	8	0	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 5. Payments relating directly to charitable activities

	Notes	Unrestricted funds (£)	Restricted funds (£)	2023-2024 (£)	2022-2023 (£)
Public liability and all risks insurance		0	0	0	157
Park equipment and sundries		0		0	39
Park improvements		141	0	141	299
<b>Total</b>		<b>141</b>	<b>0</b>	<b>141</b>	<b>495</b>

### 6. Payments relating to purchase of assets

	Notes	Unrestricted funds (£)	Restricted funds (£)	2023-2024 (£)	2022-2023 (£)
None		0	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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## 7. Analysis of unrestricted funds

	Notes	Receipts (£)	Payments (£)	Surplus/ (deficit) for year (£)	2022-2023 (£)
Donations		0	0	0	482
Payments relating to charitable activities		0	(141)	(141)	(219)
Purchase of fixed assets		0	0	0	
<b>Total</b>		<b>0</b>	<b>(141)</b>	<b>(141)</b>	<b>263</b>

## 8. Analysis of restricted funds

	Notes	Receipts (£)	Payments (£)	Surplus/ (deficit) for year (£)	2022-2023 (£)
		0	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 9. Trustee Remuneration

No remuneration was paid to any trustee over the period.