



The T-Exchange
Moray Firth Makerspace
www.t-exchange.net

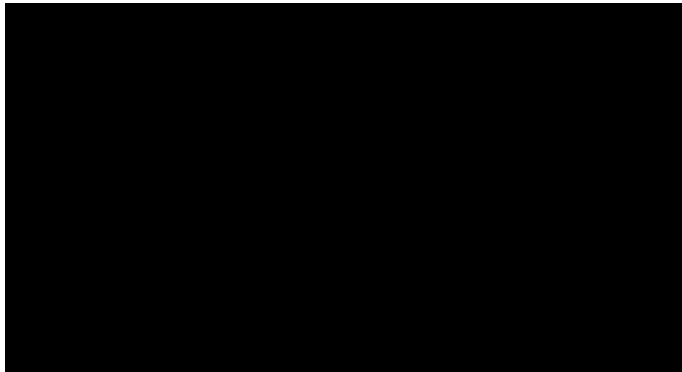
The T-Exchange
Trustees' Annual Report
For the Year 2024

Charity Contact Information



Your charity's name: The T-Exchange

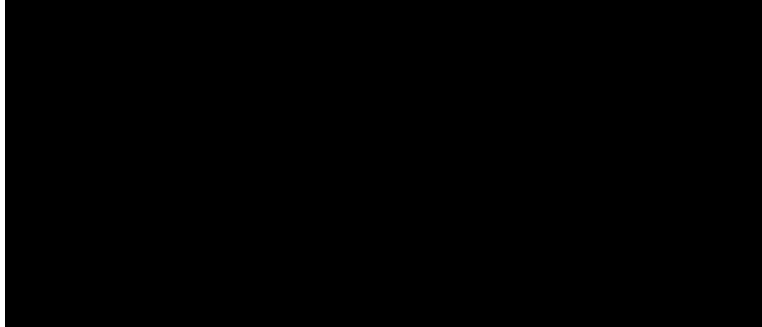
Scottish Charity Number: SC047588



Website : www.t-exchange.net

Charity Trustees

Name all of your charity trustees for the period, and the date they left if they were not in post for the whole year

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Objectives and Activities

The charity arose from the T-Exchange -Moray Makerspace whose aims were the promotion of STEM understanding throughout the North of Scotland, (several of the Trustees are STEM Ambassadors).

The aims and purpose of the T-Exchange are identified in it's constitution as:

(f) the advancement of citizenship or community development

(g) the advancement of the arts, heritage, culture or science

In carrying out it's objectives the T-Exchange aims to hold soldering course aimed at giving children, (8-16 years old), knowledge of electronic circuit building and soldering, organise coding clubs at UHI Moray for children 8 to 16 years of age. Act as local hub for 3D Printing knowledge and attend science festivals and STEM events throughout Scotland.

Structure, Governance and Management

Type of Governing Document

The T-Exchange operates using a SCVO Model SCIO Constitution (two tier) operating document. This document identifies the organisation's structure, the types of membership, the requirements for members meetings and the role of the Board of Trustees in managing the T-Exchange.

Trustee Recruitment and Appointment

The process of trustee recruitment is ongoing and efforts were expended during 2024 to widen the skill base and experience reservoir of the existing trustees, in order to ensure the T-Exchange board remains progressive and outward looking in its management philosophy and to ensure the charity meets its inclusivity and diversity obligations. Efforts have been expended during 2024 to coordinate with local charities and voluntary groups to adopt and share best policy between these organisations and minimise the effort of an individual charity in generating all their own management documentation allowing our charity and other groups to meet their commitments.

Achievements and Performance

Chairwoman's Report

We have now held the status of a Scottish registered charity since 2017.

Our Public Programme of Events helps us to maintain our charity objectives i.e.

the advancement of citizenship or community development

the advancement of the arts, heritage, culture or science

Membership for 2025 is due, currently £20 and it is used to cover ongoing costs such as room bookings and our various activities throughout the year. Members will be able to participate in the trustee elections and the re-elections later in this meeting. Membership forms are at the back if anyone still needs to complete a form. There is an ability for online payment, should you prefer this method. See the bottom of the form for further details.

The current **annual membership** is still £20.00 representing great value for money as less than £1 per event. Our Current membership stands at 21 members.

Over the last year we have maintained an expanded programme of activities including our regular T-Exchange meetings, all in person. ■■■ was essential, setting up the speaker or stepping up himself. In total, as an organisation in 2024 there were **11 T-Exchange meetings** and an equal number of separate **Friday Steamie meetings**. ■■■ worked on the Steamie themes. The Steamie meetings have been able to continue in their current venue at Horizon Scotland, despite the cyclical nature of the tea and coffee provision.

There was a continuation of the popular **Build Days** based in the Garden Room @ Findhorn Centre (**11 in total**) and usually held between 11 am and mid-afternoon. T-Exchange members start off and Culbin Modellers group join around lunchtime. Luckily there are sufficient tables and room for all. This brings our total to an increased 33 events organised and attended by our members through 2024.

Please note we no longer run the Coderdojo Moray Computer club based at Moray College. The club has operated successfully since 2012. It was felt that as ■■■ planned to retire as a teacher and we could not commit to the monthly meetings it was best to step away. ■■■ maintain their STEM Ambassador membership. We have continued to fulfil our charitable objectives including the promotion of STEM Education in the community.

In addition to the above meetings, there have been several community events which we have either organised, taken part in or attended.

In March 2024 for the first time we attended the Caithness Science Festival Family Day, In July we attended the very popular Lossiemouth Friends and Family Day. During August 2024 there was Grant Park's 110th Anniversary and we were invited come along and be in AES Solar's tent at the event. Orkney Science Festival 2024 ran from 5th-11th September. Claire attended teaching her usual computing workshops in schools and the very busy Family Day on the middle Saturday. Finally, Strathpeffer Science Festival Family Day 2024 was held on Saturday 14th September. Taking our 2024 events to an amazing 38! Not bad for £20 for the year.

Thank you to the numerous members who supported our events this year both within Moray and further afield.

The Repair Café continued during 2024. The café takes place in Transition Town, Forres. [REDACTED] support this popular and continuing venture. See Transition Town website for more information to regard to the next café or ask Andrew. Well done for your hard work helping members of our local community restore/repair their damaged or broken objects.

We also attended the 2024 Moray Game Jam on the Sunday Showcase. [REDACTED] encouraged her school students to attend, which they did. The winning board game and the winning computer game were created by Local High School graduates -Lossiemouth High School.

Tech Meet is a monthly Meetup for the Tech Enthusiasts. Based in Inverness it is great way to meet others outside our own organisation with a shared interest in all things Techie.

Finally our monthly meetings are led by a variety of speakers many from outside our membership, some from within. Thinking of the latter thank you to those members who have shared their expertise and knowledge over the past year. Anyone and Everyone is always welcome to volunteer a T-Ex meeting topic or ideas ([REDACTED]) and the Steamies (see [REDACTED] for this).

I know we have an appreciative and interested audience if not always restrained in their questioning. Why wait until the traditional question and answer at the end when there is an important point to clarify!!

January 2024

5 January Steamie

13 January T-Exchange Build Day

19 January T-Exchange Meeting **Arduino and Raspberry Pi**

February 2024

2 February Steamie

10 January T-Exchange Build Day

16 February T-Exchange Meeting **3d printed Models**

March 2024

1 March Steamie

9 March T-Exchange Build Day

15 March T-Exchange Meeting **Sketch Up**

23 March Caithness Science Festival, Wick

April 2024

5 April Steamie

13 April T-Exchange Build Day

19 April T-Exchange Meeting **Blender**

May 2024

3 May Steamie

11 May T-Exchange Build Day

17 May T-Exchange Meeting **2D and 3D Turbo CAD**

Stewart

June 2024

7 June Steamie

8 June T-Exchange Build Day

21 June T-Exchange Meeting AGM Meeting

July 2024

No meetings

13 July RAF Lossiemouth Friends and Family Day

August 2024

2 August Steamie

10 August T-Exchange Build Day

16 August T-Exchange Meeting **Paper Engineering** [REDACTED]

24 August Grant Park 110th Anniversary

September 2024

6 September Steamie

5 September-11 Sept Orkney International Science Festival 2024

14 September Strathpeffer Science Festival (Ross-shire)

14 September T-Exchange Build Day

14 September Repair Café

20 September T-Exchange Meeting **Lighthouses –** [REDACTED]

October 2024

4 October Steamie

12 October T-Exchange Build Day

18 October T-Exchange Meeting **Forward Meetings Plan**

November 2024

1 November Steamie

9 November T-Exchange Build Day

15 November T-Exchange Meeting **Swap Meet**

December 2024

6 December Steamie

14 December T-Exchange Build Day

20 December T-Exchange Meeting **The failure of Relativity Howie Firth**

Repair Café in the Town Hall this month

Financial Review

Statement of the Charity's Policy on Reserves

The T-Exchange has a policy to maintain it's financial reserves so there is at least two years of running costs held available. The current reserves meet this requirement.

Details of any Deficit

No deficit

Donated Facilities and Services

The members of the T-Exchange have a wide experience of the operation of many types of 3D Printer using a range of plastic filaments.

Forward Programme 2024/5

1. T-Exchange Monthly Meetings all months except July, all meeting on the third Friday of the month, 19.00 at the Findhorn Village Centre.
2. STEAMIE Meetings – all months except July, all meeting on the first Friday of the month, 11.00 Horizon Scotland.
3. Build days - All months, meeting on the second Saturday of the month, 11.00 at the Findhorn Village Centre.
4. Science Festivals:
 - Caithness International Science Festival, March 2025,
 - Orkney International Science Festival, September 2025,
 - Strathpeffer Science Festival 13th September 2025.
5. Friends and Families Day RAF Lossiemouth Saturday 7th June 2025.

Declaration

Signed on behalf of the charity trustees:

[Redacted signature area]

Print name

[Redacted name]

Designation

SECRETARY

Date

29/09/2025.

SC 047588



| Receipts and payments accounts | | | | | | | |
|---------------------------------------|-------------------|----|------|----|-----------------|----|------|
| For the period from | Period start date | | | to | Period end date | | |
| | 01 | 01 | 2024 | | 31 | 12 | 2024 |
| | | | | | | | |

Section A Statement of receipts and payments

| | Unrestricted funds | Restricted funds | Expendable endowment funds | Permanent endowment funds | Total funds current period | Total funds last period |
|---|--------------------|------------------|----------------------------|---------------------------|----------------------------|-------------------------|
| | to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ |
| A1 Receipts | | | | | | |
| Donations | 300 | | | | 300 | 110 |
| Legacies | | | | | - | |
| Grants | | | | | - | - |
| 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 | 272 | | | | 272 | 427 |
| A1 Sub total | 572 | - | - | - | 572 | 537 |
| A2 Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| A2 Sub total | - | - | - | - | - | - |
| Total receipts | 572 | - | - | - | 572 | 537 |
| A3 Payments | | | | | | |
| Expenses for fundraising activities | | | | | - | |
| Gross trading payments | | | | | - | |
| Investment management costs | | | | | - | |
| Payments relating directly to charitable activities | 1,237 | | | | 1,237 | 639 |
| Grants and donations | | | | | - | |
| Governance costs: | | | | | - | |
| Audit / independent examination | | | | | - | |
| Preparation of annual accounts | | | | | - | |
| Legal costs | | | | | - | |
| Other | | | | | - | |
| A3 Sub total | 1,237 | - | - | - | 1,237 | 639 |
| A4 Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | - | | | | - | 515 |
| Purchase of investments | | | | | - | |
| A4 Sub total | - | - | - | - | - | 515 |
| Total payments | 1,237 | - | - | - | 1,237 | 1,154 |
| Net receipts / (payments) | (666) | - | - | - | (666) | (617) |
| A5 Transfers to / (from) funds | | | | | | |
| Surplus / (deficit) for year | (666) | - | - | - | (666) | (617) |

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 | 4,290 | | | | 4,290 | 4,907 |
| | Surplus / (deficit) shown on receipts and payments account | (666) | | | | (666) | (617) |
| | | | | | | - | |
| | | | | | | - | |
| | Cash and bank balances at end of year | 3,624 | - | - | - | 3,624 | 4,290 |
| | (Agree balances with receipts and payments account(s)) | | | | | | |

| 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 | Unrestricted Funds | | 2,178 | 2,178 |
| 3D Printers and Laptops | | - | - | |
| Electronic equipment | | | | |
| | | | | |
| Soldering Equipment | Restricted funds | | 472 | 472 |
| Digital Extra Equipment | Restricted funds | - | 5,031 | 4,516 |
| | | | | |
| | | | | |
| | Total | - | 7,681 | 7,166 |

| 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 |
| | | | 28/9/25 |

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

[illegible]

Type of activity or project supported

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

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)

| Authority under which paid | £ |
|----------------------------|---|
| | |
| | |

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

[illegible]

Nature of relationship

[illegible]

| |
|--|
| |
|--|

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 £ |
|--|------------------------------------|----------------------------------|---|--|---|-----------------------------------|
| Soldering Course equipment and other kit | | | | | - | |
| 3D Printer Materials | | | | | - | 110 |
| Cash Donations | 300 | | | | 300 | |
| | | | | | - | |
| | | | | | - | |
| Total | 300 | - | - | - | 300 | 110 |

2 Grants

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|---------------|------------------------------------|----------------------------------|---|-----------------------------------|
| Digital Extra | | | - | - |
| | | | - | |
| | | | - | |
| | | | - | |
| Total | - | - | - | - |

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 £ |
|-------------------------------|------------------------------------|----------------------------------|---|--|---|-----------------------------------|
| Meeting Entry Income | | | | | | |
| Membership | 240 | | | | 240 | 320 |
| Income from Science festivals | | | | | - | |
| Meeting Refreshments | 32 | | | | 32 | 107 |
| Sales of Printer filament | | | | | - | - |
| | | | | | - | |
| | | | | | - | |
| Total | 272 | - | - | - | 272 | 427 |

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 £ |
|---------------------------------------|------------------------------------|----------------------------------|---|--|---|-----------------------------------|
| Website & Stationary Costs | 220 | | | | 220 | 187 |
| Room Hire | 180 | | | | 180 | 180 |
| Insurances | 115 | | | | 115 | 88 |
| 3D Printer Costs and PPE Materials | 350 | | | | 350 | 111 |
| Soldering Course Equipment & Training | | | | | - | |
| Meeting refreshments | - | | | | - | 73 |
| Event registration | | | | | - | - |
| Travel Costs | | | | | - | - |
| Finance Charges | | | | | | |
| PPE Project Costs | | | | | | |
| Science Festival Costs | 373 | | | | 373 | |
| Total | 1,237 | - | - | - | 1,237 | 639 |

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Additional analysis (2)

5 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 |
|--|--|--|--|--|-----------------------------|---|
| Receipts | | | | | | |
| Donations | 300 | | | | 300 | 110 |
| Legacies | | | | | - | |
| Grants | | | | | - | |
| 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 | 272 | | | | 272 | 427 |
| Sub total | 572 | - | - | - | 572 | 537 |
| Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Total receipts | 572 | - | - | - | 572 | 537 |
| Payments | | | | | | |
| Expenses for fundraising activities | | | | | - | |
| Gross trading payments | | | | | - | |
| Investment management costs | | | | | - | |
| Payments relating directly to charitable activities | 1,237 | | | | 1,237 | 639 |
| Grants and donations | | | | | - | |
| Governance costs: | | | | | - | |
| Audit / independent examination | | | | | - | |
| Preparation of annual accounts | | | | | - | |
| Legal costs | | | | | - | |
| Sub total | 1,237 | - | - | - | 1,237 | 639 |
| Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | - | | | | - | 515 |
| Purchase of investments | | | | | - | |
| Sub total | - | - | - | - | - | 515 |
| Total payments | 1,237 | - | - | - | 1,237 | 1,154 |
| Net receipts / (payments) | (666) | - | - | - | (666) | (617) |
| Transfers to / (from) funds | | | | | - | |
| Surplus / (deficit) for year | (666) | - | - | - | (666) | (617) |
| Nature and purpose of funds | | | | | | |
| | | | | | | |

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 |
|--|--|--|--|--|---------------------------|---------------------------------------|
| Receipts | | | | | | |
| Donations | | | | | - | |
| Legacies | | | | | - | |
| Grants | | | | | | - |
| 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 | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Total receipts | - | - | - | - | - | - |
| Payments | | | | | | |
| 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 | | | | | - | |
| Sub total | - | - | - | - | - | - |
| Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | | | | | | 515 |
| Purchase of investments | | | | | - | |
| Sub total | - | - | - | - | - | 515 |
| Total payments | - | - | - | - | - | 515 |
| Net receipts / (payments) | - | - | - | - | - | (515) |
| Transfers to / (from) funds | | | | | - | |
| Surplus / (deficit) for year | - | - | - | - | - | (515) |
| Nature and purpose of funds | | | | | | |
| | | | | | | |

APPENDIX 3



| | | Independent examiner's report on the accounts | | | | | | v2 |
|---|--|--|-------|------|----|-----------------|-------|---|
| Report to the trustees/members of | | Charity name The T-Exchange | | | | | | |
| Registered charity number | | SC047588 | | | | | | |
| On the accounts of the charity for the period | | Period start date | | | | Period end date | | |
| | | Day | Month | Year | | Day | Month | Year |
| | | 01 | 01 | 2024 | to | 31 | 12 | 2024 |
| Set out on pages | | 1-6 | | | | | | (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"> • to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and • to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or | | | | | | |
| | | 2. to which, in my opinion, attention should be drawn in order to enable a proper | | | | | | |
| Signed: | | [Redacted Signature] | | | | | | |
| Name: | | [Redacted Name] | | | | | | |
| Relevant professional qualification(s) or body (if any): | | [Redacted Qualification] | | | | | | |
| Address: | | [Redacted Address] | | | | | | |
| | | Date: | | | | | | 29 September 2025 |

*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.

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**