



## TRUSTEES' ANNUAL REPORT

### **ECP - Education Centre Scio**

Unincorporated Association

Register Charity Number: SC047747

Period of accounts

Start date: 01 October 2023

End date: 30 September 2024

*The organisation is an unincorporated association with annual turnover below £250 000 and as such is eligible to prepare its accounts on a Receipts and Payments Basis. The governing document does not require the organization to prepare fully accrued accounts and neither does it require an audit.*

**Charity contact information**

ECP - Education Centre Scio  
Unincorporated Association  
Registered Charity Number: SC047747

**Address:** 8 Burdiehouse Street, Edinburgh, EH17 8EY

**Charity Trustees:**

Name	Office	Dates in the Office

## Objectives and activities

### **The purpose of the charity as set out in its governing document.**

ECP-Education Centre is a social organisation, which aim is to cultivate and sustain the memory of Poland by offering Polish language tuitions and celebrating the Polish heritage. Also, further charitable purposes primary by operating to promote and support the integration of Poles living in Edinburgh and surrounding area with the local community.

### **The main activities undertaken in relation to those purposes during the period.**

The main aim of ECP-Education Centre SCIO is to promote Polish language, culture and to support integration of Polish minority children with local community.

In year 2023/2024 the Charity has undertaken following activities in relation to its purposes:

- We conducted Polish-language classes, both in person and online, for a total of 383 students: 230 in Dalkeith, 75 in Musselburgh, 70 in Edinburgh, and 8 online.
- We purchased books for children to help them learn to read, as well as to support their learning of history, geography, and the Polish language.
- We offered extracurricular activities including art classes, sensory workshops, and coding (logical thinking).
- We organized the 4th Polish Song Festival for all Polish children living in Scotland. The chair of the jury was the Polish singer [REDACTED].
- We participated in interschool competitions: Poloniada, Gzegzółka (spelling), and a theatre contest. Our students achieved high rankings in all of them.
- We organized educational activities as part of the "Daffodil Campaign" (Akcja Żonkile).
- We held Carnival Balls for children in Dalkeith, Edinburgh, and Musselburgh.
- With funding from Poland, we organized a trip to the Great Polish Map of Scotland in Peebles.
- With Polish grant support, we organized three international trips: in November 2023 to Poland ("In the Footsteps of World War II in Northeastern Poland"), and in May 2024 to Poland for the Wojtek the Bear Game Tournament and to Italy for the Monte Cassino Tournament.
- With Polish grant support, we organized two theatrical performances in December 2023: "What's Going on with Christmas?"
- We organized a competition about Fryderyk Chopin.
- We participated in the official opening of the General Sosabowski Path.
- We organized a Sports Day for children, during which our students took part in various games and sporting activities.
- We held a physics class about black holes, inviting physics student [REDACTED].

- We organized workshops for children and youth with psychologist [REDACTED]
- We visited the graves of Polish soldiers.
- We celebrated: Bilingualism Day, Earth Day, Grandparents' Day, and Mother's and Father's Day.
- We organized two concerts for parents – a Winter Concert in December and a Summer Concert in June.

**The degree to which the achievements and performance during the period have benefited wider society.**

It was a very good year. The children especially enjoyed the trips, all of which were related to the history of Poland and World War II. During the trip to Peebles, the students learned about Polish-Scottish history concerning the fate of Polish soldiers and the Great Map itself. The students were also pleased with our theatrical performances, sports day, school balls, and extracurricular activities. The children attending our schools are happy with the classes. They are eager to learn the language of their ancestors and explore the history and geography of Poland. They enthusiastically learn how to use maps, discover fascinating legends connected to Polish cities, and joyfully celebrate Polish holidays. During the workshops with a psychologist, the students had the opportunity, among other things, to name their emotions and learn how to cope with them.

## **Financial review**

### **1. Basis of accounting**

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

### **2. Nature and purpose of funds**

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the organisation. Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

### **Related party transactions**

No remuneration was paid to the trustees or any connected persons during the year.

### **Policies on reserves.**

The trustees believe that around one month of annual expenditure on running costs, including wages is an appropriate level of reserves to cover timing differences between receipts and payments and to allow for any unexpected items of expenditure or reduction in income.

Reserves position

General reserves	£14,000
------------------	---------

### **Financial review of the position at the reporting date.**

The Trustees consider the financial performance by the charity during the year to have not been fully satisfactory.

Total receipts for the year were £218,641 consisting of school fees, donations, and grants. The main spending was on wages, rent, purchase of books and school activities. Charity has been using unrestricted funds to cover overall charitable expenditure of £197,780, leaving a deficit of £6,235.

The greatest impact on the negative result of operations was caused by costs related to classroom rentals and teachers' salaries. The school also invested in new computer equipment. In summary, the negative operational result was primarily due to these necessary investments and the growing number of school activities.

The main source of the Charity will continue to be school fees and grants related directly to charity's activities that involve offering Polish language tuitions and celebrating the Polish heritage.

Charity has acquired a new asset this year – computer equipment.

## **Structure, governance and management**

Bankers Barclays Bank

Accountants J&K Accounts Ltd  
Honeysuckle Cottage  
Carnbo, KY13 0NX

Examinator: [REDACTED], Qualified Accountant

## **Declaration**

Signed on behalf of the trustees [REDACTED]

Print name: [REDACTED]

Designation: CHAIR

Date: 20/06/2025

## ECP - Education Centre

SC047747



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	October	2023		30	September	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 £
<b>A1 Receipts</b>						
Donations	-				-	7,242
Legacies					-	
Grants	57,877				57,877	19,336
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	160,764				160,764	120,620
					-	
<b>A1 Sub total</b>	<b>218,641</b>	-	-	-	<b>218,641</b>	<b>147,198</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>Total receipts</b>	<b>218,641</b>	-	-	-	<b>218,641</b>	<b>147,198</b>
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	196,980				196,980	142,261
Grants and donations	540				540	-
Governance costs:					-	
Audit / independent examination	260				260	200
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
<b>A3 Sub total</b>	<b>197,780</b>	-	-	-	<b>197,780</b>	<b>142,461</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets	27,096				27,096	495
Purchase of investments					-	
<b>A4 Sub total</b>	<b>27,096</b>	-	-	-	<b>27,096</b>	<b>495</b>
<b>Total payments</b>	<b>224,876</b>	-	-	-	<b>224,876</b>	<b>142,957</b>
<b>Net receipts / (payments)</b>	<b>(6,235)</b>	-	-	-	<b>(6,235)</b>	<b>4,241</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>(6,235)</b>	-	-	-	<b>(6,235)</b>	<b>4,241</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 £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	19,794				19,794	15,289
	Surplus / (deficit) shown on receipts and payments account	(6,235)				(6,235)	4,241
						-	
						-	
	<b>Cash and bank balances at end of year</b>	<b>13,559</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,559</b>	<b>19,530</b>
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	0

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

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
<b>B3 Other assets</b>	Computer Equipment		999	250	500
	Computer Equipment		739	185	369
	Office Furniture		464	116	232
	Equipment		413	207	310
	Office Furniture		82	41	61
	Computer Equipment		27,096	20,322	
	<b>Total</b>		<b>29,793</b>	<b>21,120</b>	<b>1,472</b>

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
<b>B4 Liabilities</b>				
	<b>Total</b>		-	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
<b>B5 Contingent liabilities</b>				
	<b>Total</b>		-	-

Signed by one or two trustees  
on behalf of all the trustees

Signature

Print Name

Date of  
approval




## Section C Notes to the Accounts

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

Charity has received unrestricted funds of £218,641 this financial year. It includes receipt of £160,764 in School Fees. Charity has been using unrestricted funds to cover overall charitable expenditure of £224,876, leaving a deficit of £6,235.

### 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)	X
--	---

### Authority under which paid

### C3b Trustee remuneration - details

	£

### C4a Trustee expenses

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

### 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

--

--

## ECP - Education Centre

SC047747

**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 £
Donations	-				-	7,242
					-	
					-	
					-	
<b>Total</b>	-	-	-	-	-	7,242

- - - - -

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Grants	57,877		57,877	19,336
			-	
			-	
			-	
<b>Total</b>	57,877	-	57,877	19,336

- - - - -

## 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 £
School Fees	151,100				151,100	113,529
Other Funds	9,664				9,664	7,091
					-	-
					-	-
					-	-
					-	-
					-	-
<b>Total</b>	160,764	-	-	-	160,764	120,620

- - - - -

## 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 £
Charitable Activities	-				-	-
Wages	102,824				102,824	92,511
Training and Qualifications	-				-	-
School Activities	32,412				32,412	1,531
Equipment and books	10,214				10,214	2,939
Insurance	369				369	343
Marketing and Advertising	-				-	929
Software	-				-	-
Stationery and Postage	897				897	750
Bank Charges	190				190	45
Rent	46,977				46,977	41,239
Professional and legal fees	2,755				2,755	894
PAYE	321				321	-
Sundry	21				21	900
Subscriptions	-				-	180
<b>Total</b>	196,980	-	-	-	196,980	142,261

- - - - -

SC047747

## 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
<b>Receipts</b>						
Donations	-				-	10,540
Legacies					-	
Grants	57,877				57,877	9,881
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	160,764				160,764	90,312
<b>Sub total</b>	<b>218,641</b>	-	-	-	<b>218,641</b>	<b>110,733</b>
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>218,641</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>218,641</b>	<b>110,733</b>
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	194,225				194,225	141,367
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	260				260	200
Preparation of annual accounts					-	
Legal costs	2,755				2,755	894
Other	540				540	-
<b>Sub total</b>	<b>197,780</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>197,780</b>	<b>142,461</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets	27,096				27,096	1,203
Purchase of investments					-	
<b>Sub total</b>	<b>27,096</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,096</b>	<b>1,203</b>
<b>Total payments</b>	<b>224,876</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>224,876</b>	<b>143,664</b>
<b>Net receipts / (payments)</b>	<b>(6,235)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(6,235)</b>	<b>(32,931)</b>
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>(6,235)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(6,235)</b>	<b>(32,931)</b>
<b>Nature and purpose of funds</b>						

<div>Report to the trustees/members of</div> <div>Registered charity number</div> <div>On the accounts of the charity for the period</div> <div>Set out on pages</div> <div>Respective responsibilities of trustees and examiner</div> <div>Basis of independent examiner's statement</div> <div>Independent examiner's statement</div>	<div>Independent examiner's report on the accounts</div> <div>v2</div>																		
	<div>Charity name</div> <div>ECP – Education Centre</div>																		
	<div>SC047747</div>																		
	<div>Period start date</div> <table><tr><td>Day</td><td>Month</td><td>Year</td></tr><tr><td>01</td><td>10</td><td>2023</td></tr></table>			Day	Month	Year	01	10	2023	<div>to</div>	<div>Period end date</div> <table><tr><td>Day</td><td>Month</td><td>Year</td></tr><tr><td>30</td><td>09</td><td>2024</td></tr></table>			Day	Month	Year	30	09	2024
	Day	Month	Year																
01	10	2023																	
Day	Month	Year																	
30	09	2024																	
			<div>(remember to include the page numbers of additional sheets)</div>																
<div>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.</div> <div>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.</div> <div>In the course of my examination, no matter has come to my attention</div> <div><div>1. which gives me reasonable cause to believe that in any material respect the requirements:</div><div><div>to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</div><div>to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</div></div><div>have not been met, or</div><div>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</div></div>																			
<div>Signed: [Redacted]</div> <div>Name: [Redacted]</div> <div>Relevant professional qualification(s) or body (if any): [Redacted]</div> <div>Address: [Redacted]</div> <div>2025</div>																			