



Pitmedden Amenities Trust, SCIO



Trustees' Annual Report

1st April 2023 to 31st March 2024

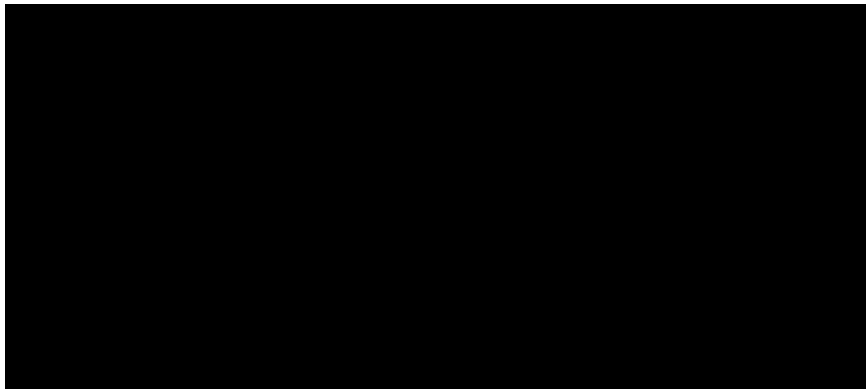
Charity contact information

Pitmedden Amenities Trust, SCIO

Incorporation Date: 05th February 2018

Scottish Charity Number: SC048116

Principal Office/ Address:



Website: To be developed

Twitter / Facebook / Social Media: To be developed



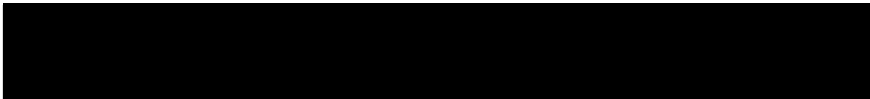
Charity Trustees

The Pitmedden Amenities Trust, SCIO is made up of the following team.



* FOPS = Friends of Pitmedden School

* FUYA = Formartine United Youth Academy



Bank Name: Pitmedden Amenities Trust SCIO

Bank account type: Treasurers Account

Bank of Scotland
Business Banking
PO Box 1984
Andover
SP10 9GZ

www.bankofscotlandbusiness.co.uk

Objectives and activities

The Pitmedden Amenities Trust, SCIO was registered with OSCR in February of 2018 by [REDACTED] a local Aberdeenshire Councillor and a Pitmedden Hall Trust and Pitmedden Park Trust, Acting Chair and Trustee.

The aim of the new Pitmedden Amenities Trust, SCIO was to take over the management of the Pitmedden community Public Hall and Park from the two previous Trusts with a new Scottish Charitable Incorporated Organisation. The current Hall and Park Trust are in the process of being dissolved. In the meantime, the new PAT, SCIO is supporting the existing Trusts in the day to day running of the amenities in the village until we can officially take over.

The Pitmedden Amenities Trust, SCIO;

- The organisation's purposes are the provision of recreational facilities such as amenity open space, parks, halls and meeting places, for the organisation of recreational activities, with the object of improving the conditions of life for the persons of Pitmedden and Udney and those in need of access to such facilities on visiting Pitmedden.
- This trustees formally meet six times a year to review hall activities. The trustees maintain the hall and park actively manage bookings, rental income and the general upkeep of the hall.
- The people of Pitmedden and Udney and those in need of access to such facilities on visiting Pitmedden.

The Pitmedden Public Hall continues to be managed by the existing Trust and the PAT, SCIO team. Activity levels in the Hall are high with users such as dance classes, Martial Arts, Football teams, fitness classes, Guides and the children from the 'Pitmedden Tiny Tots' groups.

The Hall is hired for various fund-raising events. These are frequently held to support local groups.

The Park is also used by the local community with ad hoc football games by the local children and more formally for Formartine United Youth Academy for training and games.

Structure, governance and management

Type of governing document

The Pitmedden Amenities Trust, SCIO governing document is a constitution.

Type of organisation

The organisation is a Scottish Charitable Incorporated Organisation (SCIO), (single-tier)

Scottish principal office

The principal office of the organisation will be in Scotland (and must remain in Scotland).

Powers

The organisation has the power to do anything which is calculated to further its purpose or is conducive or incidental to doing so.

No part of the income or property of the organisation may be paid or transferred (directly or indirectly) to the charity trustees – either in the course of the organisation's existence or on dissolution – except where this is done in direct furtherance of the organisation's purposes.

General Structure

The structure of the organisation consists of the BOARD – who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.

The board also appoints charity trustees to fill vacancies, and the people serving on the board (in their capacity as members of the organisation have power to make changes to the constitution itself.

The people serving on the board are referred to in our constitution as CHARITY TRUSTEES – and they are *also* the MEMBERS of the organisation for the purpose of the Charities and Trustee Investment (Scotland) Act 2005.

Under the provisions of our constitution, no-one can be a member unless he/she is also a charity trustee of the organisation.

The Charities and Trustee Investment (Scotland) Act 2005 requires certain decisions to be taken by the charity trustees in their capacity as members of the organisation.

Trustee recruitment and appointment

Number of charity trustees

The maximum number of charity trustees is 15 and the minimum is 3.

Eligibility

A person will not be eligible for election or appointment to the board if he/she is;

- Disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005; or
- An employee of the organisation.

Initial charity trustees

The individuals who signed the charity trustee declaration forms which accompanied the application for incorporation of the organisation shall be deemed to have been appointed by the members as charity trustees with effect from the date of incorporation of the organisation.

Appointment

The board may at any time appoint any person to be a charity trustee – by way of a resolution passes by majority vote at a board meeting.

At the conclusion of the first AGM, one third (to the nearest round number) of the charity trustees shall retire from office; the question of which of them is to retire shall be determined by some random method.

At the conclusion of each AGM (other than the first) any charity trustees appointed during the period since the preceding AGM (but excluding those re-appointed during that period) shall retire from office. Out of the remaining charity trustees, one third (to the nearest round number) shall retire from office.

The charity trustees that retire shall be those who have been longest in office since they were last appointed or re-appointed; as between persons who were last appointed/ re-appointed on the same date, the question of which of them is to retire shall be determined by some random method.

A charity trustee who retires from office either at the first or subsequent AGM's conclusion shall be eligible for re-appointment by way of a resolution passed by majority vote at the next board meeting.

A charity trustee vacating office at the conclusion of an AGM will be deemed to have been re-elected at the board meeting which next follows unless:

- he/she advises the board that he/ she does not wish to be re-appointed; or
- a resolution for the re-appointment of that charity trustee was put to the board meeting and was not carried.

The Pitmedden Amenities Trust, SCIO had various meetings in person between April 2023 and March 2024 to actively recruit/ appointment new charity trustees and critical officer positions. The officers then developed roles and responsibilities within the charity trustees to support the organisation and the activities carried out in the hall and park.

The charity trustees, positions and date appointed are listed on page three of this report. The new Pitmedden Amenities Trust, SCIO now has a diverse board making the charity more effective in meeting our aims. The Pitmedden Amenities Trust, SCIO has charity trustees that are also linked to the Pitmedden Primary School, (FOPS: Friends of Pitmedden School) and FUYA, (Formartine United Youth Academy) the main users of the park.

We have during this period continued to seek someone to be the treasurer, but unfortunately our search has, again been unsuccessful. We will continue to look to the community to fill this role over the next year, as well as a park convener to replace David Hadwin

Achievements and performance

The PAT, SCIO team has prepared accounts for the financial year 1st April 2023 to 31st March 2024.

The PAT, SCIO has developed a strong structure and wide range in team members to ensure the future on the SCIO and to support the amenities and the user of Hall and Park in the village.

Park Update

PAT SCIO would like to thank [REDACTED] for his years of service to PAT and he will be missed, we would also thank [REDACTED] and his team at Aberdeenshire Council for all their work in maintaining the Park and [REDACTED] for the waste collection.

The existing skate and bike ramps and obstacles have been discussed through out the year and while we see the equipment used regularly, the concrete is starting to flake and crumble, we have asked for prices to remove the structures and then form a steering group to get new play equipment built.

There has also been some infrastructure work carried out by Aberdeenshire Council to install EV charging points into the car park, the enabling work has been done but the points are not live as the car park belongs to the PAT SCIO not the Council, this will need to be resolved over the next year

Pitmedden Hall Update -

PAT SCIO has had a successful year with close to full capacity through the week and parties at the weekends. The curtains have been purchased and will be installed during the summer when the hall is a bit quieter. The next big item to look at will be the oven in the kitchen and the cooking group have said it unreliable, All the standard safety checks have been carried out, emergency escape route and lighting, fire extinguishers etc.

Picture in here.

Financial review

The accounts have been prepared and show a balance in the accounts of £26,877, which is a very healthy balance. In summary the hall cost about £14,000 pa to run.

There have been discussions regarding an increase to the hire rates of the halls to cover the potential increase in the cost of electricity and this will be monitored during the next year and any increase communicated to the regular users.

Statement of the charity's policy on reserves

PAT, SCIO policy for holding reserves for the Hall and Park is to retain a years' worth of costs in reserve, currently the main bank account balance is around £17,000 so we are more than comfortable, and we have an account to specifically hold a reserve of £10,000 separate from day-to-day account which we currently have.

Details of any deficit

Should PAT, SCIO have a deficit this will be reported and explain why this has happened and the steps the charity trustees are taking to correct it.

Donated facilities and services

PAT, SCIO has no donated facilities or services to report.

Future plans

PAT, SCIO has future development plans for the refurbishments/ upgrades to the Hall. Application for funding will be sought from various sources including the Udney Community Trust LTD Company. The upgrades will range from continued maintenance to the development of an operating office for the PAT team to operate from and for the potential lease as a meeting room to users and businesses in the local community.

Additional information

Nothing to report in this annual report.

Declaration

Signed on behalf of the charity trustees:

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Print name

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Designation

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Date

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Pitmedden Amenities Trust

SC048116



Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1st	April	2023		31st	March	2024

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings	152				152	
Rents from land & buildings	18,968				18,968	11,572
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	19,120	-	-	-	19,120	11,572
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	19,120	-	-	-	19,120	11,572
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments	13,670				13,670	9,977
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
A3 Sub total	13,670	-	-	-	13,670	9,977
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	13,670	-	-	-	13,670	9,977
Net receipts / (payments)	5,450	-	-	-	5,450	1,595
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	5,450	-	-	-	5,450	1,595

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	21,427				21,427	19,832
	Surplus / (deficit) shown on receipts and payments account	5,450				5,450	1,595
						-	
						-	
	Cash and bank balances at end of year	26,877	-	-	-	26,877	21,427
(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					
		Total	-	-	-

	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

3APPENDIX 3



Independent examiner's report on the accounts

V2

Report to the trustees/members of

Pitmedden Amenities Trust SCIO

Registered charity number

SC048116

On the accounts of the charity for the period

Period start date				Period end date		
Day	Month	Year		Day	Month	Year
1st	April	2023	to	31 st	March	2024

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

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 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 understanding of the financial position to be reached.

Signed:

Name:

Date:

25/2/25

Relevant professional qualification(s) or body (if any):

Member of The Institute of Chartered Accountants of Scotland

Address:

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
Cash funds	Cash and bank balances at start of year	21,427				21,427	19,832
	Surplus / (deficit) shown on receipts and payments account	5,450				5,450	1,595
						-	
						-	
	Cash and bank balances at end of year	26,877	-	-	-	26,877	21,427

(Agree balances with receipts and payments account(s))

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
Investments				
		Total	-	-

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
Other assets					
		Total	-	-	-

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
Liabilities				
		Total	-	-

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
Contingent liabilities				
		Total	-	-

by one or two trustees if of all the trustees	Signature	Print Name	Date of approval
			27-2-25

Future plans

PAT, SCIO has future development plans for the refurbishments/ upgrades to the Hall. Application for funding will be sought from various sources including the Udney Community Trust LTD Company. The upgrades will range from continued maintenance to the development of an operating office for the PAT team to operate from and for the potential lease as a meeting room to users and businesses in the local community.

Additional information

Nothing to report in this annual report.

Declaration

Signed on behalf of the charity trustees:

Print name

Designation

Date

CHAR PERSON

27th FEB 2025