

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	01	09	23	To	31	08	24

Reference and administration details

Charity name	RADIO WEST FIFE (SCIO)
Other names charity is known by	
Registered charity number	SC048378
Charity's principal address	Radio West Fife (SCIO)

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Constitution

Trustee recruitment and appointment

Usually from within the station and voted on or suitably competent people from within the local community

Objectives and activities

Charitable purposes

The advancement of local music and arts

The advancement of citizenship and community development

Summary of the main activities in relation to these objects

Deliver services and/or hold meetings/sessions and/or undertake activities/events.

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Achievements and performance

Summary of the main achievements of the charity during the financial period

We have continued to face challenges in fundraising and volunteer recruitment and maintaining normal operation of the station has, at times, been challenging. Programming has continued using the mixed studio/remote basis put into place during the pandemic. The Trustees have taken steps to make the station more financially stable by dramatically reducing our ongoing costs, but considerable effort will continue to need to be made in this respect.

Live music and the promotion of new and unsigned, local artists has continued to be a strength of the station this year with some top-quality programming maintaining our position as a supporter of the local music scene.

During the year we have ran a small number of successful fundraising Quiz Nights that have brought in much needed cash.

Grant funding is essential for the development of the station. This year, thanks to the efforts of [REDACTED], we were able to secure 2 grants from Babcock and The National Lottery. These are both for specific purposes and not for operational running costs but will provide us with opportunities to grow the station.

We will now operate without a physical studio and have invested some Reserved funding into a new cloud-based playout and broadcast solution.

While the station was awarded the FM Licence in May 2020 and with an extension being granted, we had to make the difficult decision to recognise we could not afford to broadcast on FM and surrendered our licence.

It is also hoped that in 2025 Ofcom will advertise a Small-Scale DAB licence for Dunfermline/Kinross and we will be better equipped to apply for that licence when advertised.

Financial review

Brief statement of the charity's policy on reserves

Reserves are mainly for restricted use and can therefore only be used for that purpose

Details of any deficit

None

Donated facilities and services (if any)

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Other optional information

Declaration

The trustees declare that the information provided in the report above is true and correct.

Signed on behalf of the trustees

Signature(s)

Full name(s)

Position (e.g. Chair)

Date

Chair

21 May 2025

RADIO WEST FIFE (SCIO)



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Da	Month	Year
	01	09	2023		31	08	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	1 739					4 721
Legacies						
Grants	3 500					
Receipts from fundraising activities	2 332					
Gross trading receipts						
Income from investments other than land and buildings						
Rents from land & buildings						
Gross receipts from other charitable activities						1 200
A1 Sub total	7 571	-	-	-	7 571	5 921
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	7 571	-	-	-	7 571	5 921
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	5 804				5 804	7 464
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	480
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	5 804	-	-	-	5 804	7 944
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	5 804	-	-	-	5 804	7 944
Net receipts / (payments)	1 767	-	-	-	1 767	(2 023)
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	1 767	-	-	-	1 767	(2 023)

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 £
B1 Cash funds	Cash and bank balances at start of year	1 119				1 119	3 142
	Surplus / (deficit) shown on receipts and payments account	1 767				1 767	(2 023)
						-	
						-	
	Cash and bank balances at end of year	2 886	-	-	-	2 886	1 119
	(Agree balances with receipts and payments account(s))	0	-	-	-	0	-

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
B2 Investments				
	Total		-	-

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets					
	Total		-	-	-

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
B4 Liabilities				
	Total		-	-

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

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

Signature

Print Name

Date of approval

			26 May 2025

Section C Notes to the Accounts

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

Our unrestricted funds are for general use to help run the organisation. Our restricted funds have been used for the purposes for which they were given.

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
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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
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Number of trustees

C4b Trustee expenses - details

		£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

RADIO WEST FIFE (SCIO)

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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 £
General Donations	1 739				1 739	4 721
					-	
					-	
					-	
Total	1 739	-	-	-	1 739	4 721
	-	-	-	-	reference	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £			Total current period to nearest £	Total last period to nearest £
Babcock Rosyth Royal Dock	1 000				1 000	
National Lottery	2 500				2 500	
					-	
					-	
Total	3 500	-			3 500	-
	-	-			reference	-

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 £
General income					-	1 200
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	1 200
	-	-	-	-	-	-

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 £
Rental	3 830				3 830	3 180
Internet	523				523	1 549
UK Radio Portal	660				660	1 320
Insurance	131				131	548
Software renewal	213				213	
Equipment Hire	22				22	
Licences	385				385	
Access Insurance	40				40	
Miscellaneous					-	867
					-	
					-	
Total	5 804	-	-	-	5 804	7 464
	reference error	-	-	-	reference error	-

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					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
					cross ref error	
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	-	-	-	-	-	-
					cross ref error	
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
					cross ref error	
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
					cross ref error	
Nature and purpose of funds						

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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					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
Nature and purpose of funds						

APPENDIX 3



**Report to the
trustees/members of**

**Registered charity
number**

**On the accounts of the
charity for the period**

Set out on pages

Independent examiner's report on the accounts

v2

Charity name

RADIO WEST FIFE SCIO

SC048378

Period start date

Day
01

Month
09

Year
2023

to

Period end date

Day
31

Month
08

Year
2024

(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. 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 Charities Accounts (Scotland) Regulations 2006. 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 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:
 - 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:

Name:

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

Address:

Fife Voluntary Action

Caledonia House

Pentland Park

Glenrothes KY7 2AL

Date:

29.05.25

*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.