

APPENDIX 1

OSCR

Scottish Charity Regulator

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	01	2024	To	31	12	2024

Reference and administration details

Charity name  
Other names charity is known by  
Registered charity number  
Charity's principal address

WEST LINTON VILLAGE CENTRE TRUST		
SC 048916		
VILLAGE CENTRE		
RAEMARTIN SQUARE		
WEST LINTON		
PEEBLESSHIRE	Postcode	EH46 7EA

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		CHAIRPERSON		WLVCT MEMBERS AGM
2		SECRETARY		WLVCT MEMBERS AGM
3		TREASURER		WLVCT MEMBERS AGM
4		TRUSTEE		WLVCT MEMBERS AGM
5		TRUSTEE		WLVCT MEMBERS AGM
6		TRUSTEE	26/02/24-31/12/24	WLVCT MEMBERS AGM
7		TRUSTEE	01/01/24-26/02/24	WLVCT MEMBERS AGM
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
	01/02/24-26/02/24

## Structure, governance and management

Type of governing document

CONSTITUTION OF WEST LINTON VILLAGE CENTRE TRUST (111 CLAUSES, AS PER OSCR CONSTITUTION TEMPLATE)

Trustee recruitment and appointment

WLVCT HAS A MEMBERSHIP MAILING LIST OF APPROX 100 LOCAL PEOPLE, ALL OF WHOM ARE INVITED TO ATTEND THE AGM IN PERSON / ONLINE, WHEREUPON TRUSTEES ARE ELECTED (WLVCT CONSTITUTION CLAUSE 60 - AT EACH AGM, ALL OF THE CHARITY TRUSTEES ELECTED/APPOINTED UNDER CLAUSES 58 AND 59 SHALL RETIRE FROM OFFICE – BUT SHALL BE ELIGIBLE FOR RE-ELECTION UNDER CLAUSE 58)

## Objectives and activities

Charitable purposes

THE ORGANISATION (WLVCT) HAS BEEN FORMED TO BENEFIT THE COMMUNITY OF WEST LINTON AS DEFINED BY THE WEST LINTON COMMUNITY COUNCIL BOUNDARY (“THE COMMUNITY”) WITH THE PURPOSE LISTED IN THE SUB CLAUSES HERETO (“THE PURPOSE”) NAMELY:- THE PROVISION OF THE WEST LINTON VILLAGE CENTRE AS A CENTRE FOR RECREATIONAL FACILITIES OR ACTIVITIES, TO IMPROVE THE CONDITIONS OF LIFE FOR THE COMMUNITY.

Summary of the main activities in relation to these objects

1) 2024 WAS WLVCT 2ND YEAR SINCE COVID WHEN WE WERE ABLE TO OPERATE FULLY 7 DAYS PER WEEK FROM JANUARY 2024 AND MAKE OUR MAIN ROOM & KITCHEN FACILITIES AVAILABLE EVERYDAY FOR COMMUNITY GROUP MEETINGS, RECREATIONAL ACTIVITIES, POP UP SHOPS AND FUNDRAISING EVENTS  
2) HAVING INSTALLED A NEW KITCHEN, BETTER INSULATION AND A REFURBISHED TOILET IN THE PREVIOUS 2 YEARS WITH £4500 OF DONATIONS & GRANTS AND A FURTHER £3500 OF WLVCT FUNDS, WE SUBSTANTIALLY INCREASED BOTH ROOMS USAGE & INCOME AGAIN.  
3) OUR MAIN OPERATING COSTS WERE ELECTRICITY (£1432), WASTE WATER & SEWAGE PIPE REPAIRS (£1039), ROOF & GABLE END WALL REPAIRS (£840), WEEKLY VC CLEANING FEES (£755) AND NEW EXTERNAL VC SIGNAGE (£715).

## APPENDIX 1

### Achievements and performance

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

1) WLVCT GREW ITS NUMBER, DIVERSITY & REGULARITY OF NOT FOR PROFIT LOCAL COMMUNITY GROUPS AND OCCASIONAL POP UP SHOP / EXHIBITION HIRERS SIGNIFICANTLY AGAIN IN 2024. THIS REPRESENTS +50 DIFFERENT HIRERS, WITH THE VC BUSY MOST DAYS, HELPING TO ACHIEVE ANOTHER ANNUAL ROOM HIRES RECORD INCOME OF £7228.

(ACTIVITIES INCLUDE A HUGE RANGE OF COMMUNITY GROUP MEETINGS, YOGA CLASSES, MUSIC SESSIONS, SPANISH LESSONS, CITIZENS ADVICE SERVICES, LUNCH CLUBS AND POP UP FRUIT & VEG SHOP)

2) AS A RESULT OF SO MANY DIFFERENT COMMUNITY GROUPS USING THE VC AND OUR HEALTHY TRADING BALANCE, THE TRUSTEES SIGNED A COMMUNITY ASSET TRANSFER FROM SCOTTISH BORDERS COUNCIL IN APRIL 2024 (WHO OWN THE VC BUILDING) WITH WLVCT LEASING, BEING RESPONSIBLE FOR AND OPERATING WL VC FOR THE NEXT 10 YEARS @ £1 PA RENT.

3) AGAIN AS A RESULT OF RECORD ROOM HIRES IN 2023/24, WLVCT TRUSTEES WERE ABLE TO PLAN, ORGANISE & PAY FOR WL VC IMPROVEMENTS SUCH AS DRAINAGE REPAIRS, ROOF & GABLE END WALL REPAIRS AND NEW EXTERNAL SIGNAGE FROM WLVCT BANK ACCOUNT FUNDS IN 2024.

ALL OF WHICH MEANT THAT WLVCT ENDED A VERY SUCCESSFUL YEAR, WITH £9000 IN OUR TWO BANK ACCOUNTS AND A TRADING SURPLUS OF £1421 (including £98 of Interest).

### Financial review

#### Brief statement of the charity's policy on reserves

AS WLVCT'S ONLY ASSETS ARE OUR RBS BANK FUNDS, WE HAVE TRIED TO BUILD UP A HEALTHY ONGOING BALANCE OF +£5000 (TO MITIGATE FOR ANY FUTURE DISRUPTIONS LIKE COVID WHICH MEANT THE VC COULDN'T OPERATE / EARN ANY INCOME, ESPECIALLY AS WLVCT FINALISED A COMMUNITY ASSET TRANSFER IN 2024 FOR A 10 YEAR LEASE OF THE VC FROM SCOTTISH BORDERS COUNCIL). ALTHOUGH WE HAVE ONLY HAD 4 NORMAL TRADING YEARS SINCE INCEPTION DUE TO COVID, THROUGH THE HARD WORK OF OUR VOLUNTEER TRUSTEES, WE HAVE IMPROVED THE VC'S FABRIC & FACILITIES, RESULTING IN MUCH HIGHER USAGE BUT WE RECOGNISE THE NEED TO MAINTAIN RESERVES FOR ALL EVENTUALITIES.

#### Details of any deficit

NOT APPLICABLE AS WLVCT ENDED 2024 WITH A TOTAL FREE ASSETS BALANCE OF £9000

#### Donated facilities and services (if any)

NOT APPLICABLE AS ALL WLVCT TRUSTEES ARE UNPAID VOLUNTEERS WHO GIVE THEIR TIME & EFFORTS FOR FREE

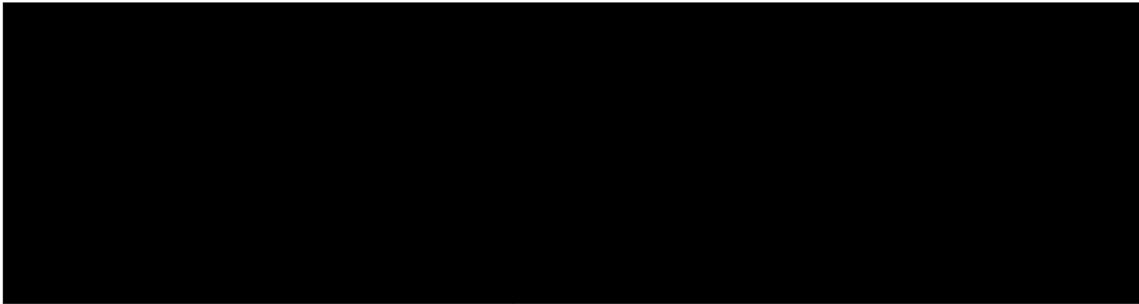
APPENDIX 1

Other optional information

Declaration

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

Signed on behalf of the charity's trustees

Signature(s) <i>OSCR will accept digital or typed signatures</i>		
Full name(s)		
Position (e.g. Chair)	CHAIRPERSON	TREASURER
Date	07/08/2025	07/08/2025

## West Linton VC Trust

SC 048916



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	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 £
<b>A1 Receipts</b>						
Donations	155				155 -	37
Legacies					-	
Grants	407				407 -	0
Receipts from fundraising activities	80				80 -	139
Gross trading receipts	7228				7228 -	6261
Income from investments other than land and buildings	98				98 -	0
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
<b>A1 Sub total</b>	7968 -	-	-	-	7968 -	6437 -
<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>	7968 -	-	-	-	7968 -	6437 -
<b>A3 Payments</b>						
Expenses for fundraising activities	3545				3545 -	2072
Gross trading payments	2301				2301 -	3508
Investment management costs					-	
Payments relating directly to charitable activities	361				361 -	533
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs	210				210 -	0
Other	130				130 -	127
					-	
<b>A3 Sub total</b>	6547 -	-	-	-	6547 -	6240 -
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	6547 -	-	-	-	6547 -	6240 -
<b>Net receipts / (payments)</b>	1421 -	-	-	-	1421 -	197 -
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	1421 -	-	-	-	1421 -	197 -

**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	7579				7579 -	7382
	Surplus / (deficit) shown on receipts and payments account	1421				1421 -	197
						-	
						-	
	<b>Cash and bank balances at end of year</b>	<b>9000 -</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9000 -</b>	<b>7579 -</b>
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

	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>					
		<b>Total</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

070825

070825

\* Please note - OSCR will accept digital or typed signatures

## Section C Notes to the Accounts

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

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**C2 Grants**

Type of activity or project supported	Individual / institution	Number of grants made	£
<b>Total</b>			-

**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)	
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**C3b Trustee remuneration - details**

Authority under which paid	£

**C4a Trustee expenses**

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

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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 £
AD HOC DONATIONS	155				155 -	51
					-	
					-	
					-	
Total	155 -	-	-	-	155 -	51 -

- - - - -

##### 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
MULTIPLY IT WORKSHOP	407		407 -	0
			-	
			-	
			-	
Total	407 -	-	407 -	0 -

- - - - -

##### 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 £
WEVC 2024 ROOM HIRES	1226				1226 -	6261
WE XMAS LIGHTS 2024	60				60 -	159
					-	
					-	
					-	
					-	
					-	
					-	
Total	7308 -	-	-	-	7308 -	6400 -

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##### 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 £
WE PRIMARY MUSIC DAY	56				56 -	533
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	56 -	-	-	-	56 -	533 -

- - - - -



## 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					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</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>Total receipts</b>	-	-	-	-	-	-
<b>Payments</b>						
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					-	
					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	-
<b>Net receipts / (payments)</b>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	-

### 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
<b>Receipts</b>						
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					-	
<b>Sub total</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>Total receipts</b>	-	-	-	-	-	-
<b>Payments</b>						
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					-	
					-	
					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	-
<b>Net receipts / (payments)</b>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	-

#### Nature and purpose of funds

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## APPENDIX 3



		<b>Independent examiner's report on the accounts</b> v2					
<b>Report to the trustees/members of</b>  <b>Registered charity number</b>  <b>On the accounts of the charity for the period</b>  <b>Set out on pages</b>	Charity name	<b>West Linton Village Centre Trust</b>					
	SC	<b>048916</b>					
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	<b>01</b>	<b>01</b>	<b>2024</b>	<b>to</b>	<b>31</b>	<b>12</b>	<b>2024</b>
	Section A R&P; Section B Bal; Additional Analysis 1						(remember to include the page numbers of additional sheets)
<b>Respective responsibilities of trustees and examiner</b>  <b>Basis of independent examiner's statement</b>  <b>Independent examiner's statement</b>	<p>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.</p> <p>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.</p> <p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <p>1. which gives me reasonable cause to believe that in any material respect the requirements:</p> <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> <p>have not been met, or</p> <p>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p>						
<b>Signed**:</b> <b>Name:</b> <b>Relevant professional qualification(s) or body (if any):</b> <b>Address:</b>							

\*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.

\*\*OSCR will accept digital or typed signatures.

**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