



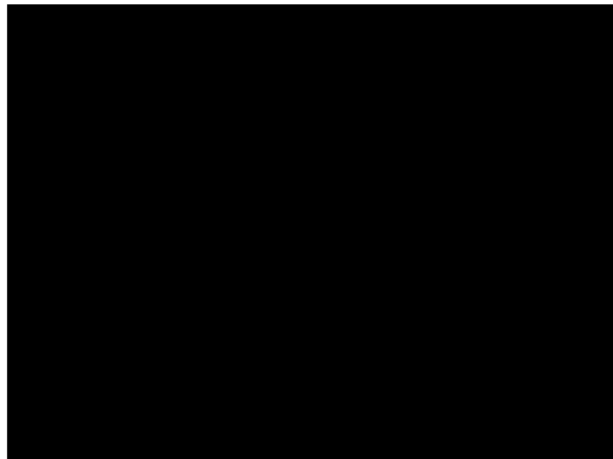
**Lochee Community Larder & Café SCIO**  
**Trustees' Annual Report**  
1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025

## Charity contact information



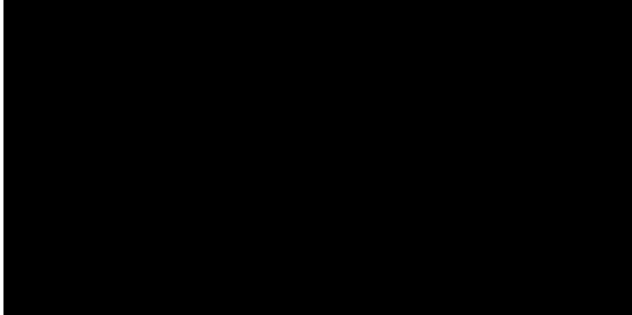
Lochee Community Larder & Café SCIO

Scottish Charity Number: SC048968



### 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



## Chairperson's Summary

As Chairperson, I'm proud to be connected to the work of the Lochee Community Larder and Café—two vital lifelines at the heart of our neighbourhood.

In a time of rising costs and deepening inequality, our community has responded not with despair, but with determination. The Larder and Café are more than just places to access food—they are spaces of dignity, choice, and connection. Every week, thousands of people walk through our doors not only to receive support, but to take part in shaping a more inclusive and resilient future.

Our model is rooted in the belief that everyone deserves access to nutritious food, financial advice, and the power to make choices about their own lives. Whether it's selecting fresh produce from the larder or sharing a hot meal in the café, we ensure that no one is left behind—and that every person is treated with respect.

This work is only possible because of the strength of our volunteers, staff, and wider community. Together, we've built something extraordinary: a welcoming, trauma-informed space where people are nourished in body and spirit.

Thank you for standing with us. Your support helps us continue to fight food poverty—not just with bags of food, but with hope, dignity, and the belief that everyone deserves a seat at the table.



## Objectives and activities

Lochee Community Larder & café SCIO exists to reduce food poverty, advance community development and promote environmental sustainability in Dundee and surrounding areas. Our work is rooted in dignity, inclusion and trauma-informed practice, ensuring everyone – regardless of background and/or circumstances – can access nutritious food, connect with others and contribute to a more resilient community.

During the reporting year we have delivered the following core services



### **Community Food Larder**

- Provided free and low-cost groceries with dignity weekly, with no referral required.
- Operated on a choice-based model, allowing people to select items that suit their needs
- Re-distributed surplus food from local supermarkets and suppliers, preventing waste and promoting sustainability



### **Community Café and Social Space**

- Breakfast and lunch offered at no cost, as well as hot & cold drinks and cakes
- We offer a warm, welcoming environment where connections are built, peer support found, and no-one feels excluded
- Host volunteer-led events and gatherings, fostering inclusion and reducing isolation



### **Volunteer Engagement**

- We support a growing team of volunteers, including individuals with lived experience
- Enabled meaningful participation in service delivery, operations and community outreach.



### **Impact**

- By redistributing surplus food and offering low-cost groceries we reduce waste and promote sustainability
- Through partnerships and volunteer-led initiatives we divert usable items from landfill, we lower carbon-emissions and foster eco-conscious habits.

We continue to adapt our services to meet emerging needs, reduce barriers, and create inclusive spaces where everyone feels valued.

## Structure, governance and management

### Type of governing document

The Lochee Community Larder & Café is a Scottish Charitable Incorporated Organisation (SCIO) with voting members other than its charity Trustees. The SCIO is governed by a constitution, with charity Trustees being elected at the Annual General Meeting. Any vacant seats may be filled by a nomination and co-option by the existing Trustees during the year. All Trustees are volunteers and undertake activities to further the objects of Lochee Community Larder & Café SCIO as required with no remuneration or financial benefit received for their time.

### General structure

The structure of the organisation consists of:-

the MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself;

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 people serving on the board are referred to as CHARITY TRUSTEES.

### Trustee recruitment and appointment

At each AGM, the members may elect any member (unless they are debarred from membership) to be a charity trustee.

The board may at any time appoint any member (unless they are debarred from membership) to be a charity trustee.

At each AGM, all of the charity trustees elected/appointed shall retire from office – but shall then be eligible for re-election.

A charity trustee retiring at an AGM will be deemed to have been re-elected unless: -

they advise the board prior to the conclusion of the AGM that they do not wish to be re-appointed as a charity trustee; or

an election process was held at the AGM and they were not among those elected/re-elected through that process; or

a resolution for the re-election of that charity trustee was put to the AGM and was not carried.

## Achievements and performance

### Achievements and Performance

During the reporting period, Lochee Community Larder & Café SCIO made significant progress in advancing our charitable aims. We continued to grow as a trusted, inclusive space where people can access food, connect with others, and contribute to a more resilient local community.

#### Key Achievements

##### **Food Access and Dignity**

- Reached over 3,500 individuals weekly through our community larder, offering free and low-cost groceries with no referral required
- Provide more than 300 meals each week at no-cost to beneficiary, ensuring access to nutritious food, dignity in service, and support for those facing food insecurity.

##### **Volunteer Engagement**

- Hosted and trained volunteers from diverse backgrounds, including those with lived experience
- Developed accessible onboarding guides and visual checklists, improving confidence and participation

##### **Community Connection**

Some feedback received regarding our involvement in local community events

*“The Lochee Larder and Café, in particular, play an incredibly active role. The volunteers always bring so much joy and excitement by dressing up in fancy costumes, with the Grinch being a crowd favourite. The children absolutely love it when the Grinch steals the light button just as the lights are about to be switched on!*

*But that's not all – the Lochee Larder and Café also help the kids from the Lochee Families and Children's Club create a unique light box, adding a special touch to the festivities. Their generosity extends even further as they donate food and sweets for the club's Christmas party. Whether it's for the main Christmas event or the kids' Christmas party, the support and contributions from the Lochee Larder and Café are always immensely appreciated.”*



## **Additional Community Initiatives**

**Schools:** Feedback on our project working with the local primary 6 pupils.

*“The school has developed a fantastic working relationship with the Lochee Larder. Pupils from the school have been benefiting greatly from cooking lessons, where they not only learn how to prepare meals but also how to plan and budget for them. It's such a valuable skill for them to have!”*

**Gala Days** – supporting local gala days and Easter Fayre with food provision and volunteers' time.



## Future plans

As we look ahead, Lochee Community Larder & Café SCIO remains committed to deepening our impact, strengthening our systems, and expanding our reach. Our future plans are shaped by ongoing community feedback, volunteer insight, and the evolving social and economic challenges facing our area.

Our activities will continue to be guided by our commitment to trauma-informed approaches, ensuring safety, dignity and empowerment.

We have committed to a digital transformation to improve the coordination and accessibility for staff and volunteers. By expanding our use of online tools, including structured Teams workspaces and shared OneDrive systems, we will improve coordination and accessibility for staff. This will eventually include delivery of onboarding and training, with visual guides and step-by-step resources, helping to improve volunteer participation and build confidence.

We aim to grow and support our volunteer base by:

- Recruiting a volunteer Co-ordinator who will launch a structured onboarding pathway for volunteers with printable checklists and visual aids
- Offering flexible roles that reflect lived experience and personal strengths
- Creating peer mentoring opportunities to build confidence and connection

To ensure long-term impact, we aim to:

- Continue to adapt our services to meet emerging needs, reduce barriers and create inclusive spaces where everyone feels valued.
- Strengthen relationships with surplus food suppliers and local businesses
- Maintain and improve our collaborative partnerships and keep working closely with other local community groups.
- Seek funding to support core operations and capacity-building
- Explore new models for community-led governance and decision-making

## Financial Review

During the reporting period, Lochee Community Larder & Café SCIO continued to operate with a lean budget, maximising the value of every donation, grant, and in-kind contribution. Our financial strategy prioritised sustainability, transparency, and direct community impact.

Our income or stock was derived from a combination of:

- Grants and charitable funding from our local authority and charitable trusts
- Individual donations, including regular giving and one-off contributions
- Corporate support, including food and non-food donations from surplus redistribution partners
- Fundraising activities, including community events and campaigns, especially our collaboration with Fans Supporting Foodbanks

Expenditure focused on delivering our core services and strengthening operational capacity.

## Statement of Reserves Policy

Lochee Community Larder & Café SCIO maintains a reserves policy to ensure financial stability, continuity of service, and resilience in the face of unforeseen challenges. Our approach reflects the scale of our operations, the nature of our funding, and our commitment to responsible stewardship.

The charity holds reserves to:

- Cover essential operating costs in the event of delayed or reduced income
- Ensure continuity of core services, including food access and volunteer support
- Provide a buffer for unexpected expenses, such as equipment failure or emergency repairs
- Support planned investments in digital systems, training, and service development

## Target Level of Reserves

Trustees have agreed a target of maintaining unrestricted reserves equivalent to three months of core operating costs. This level is reviewed annually and adjusted based on:

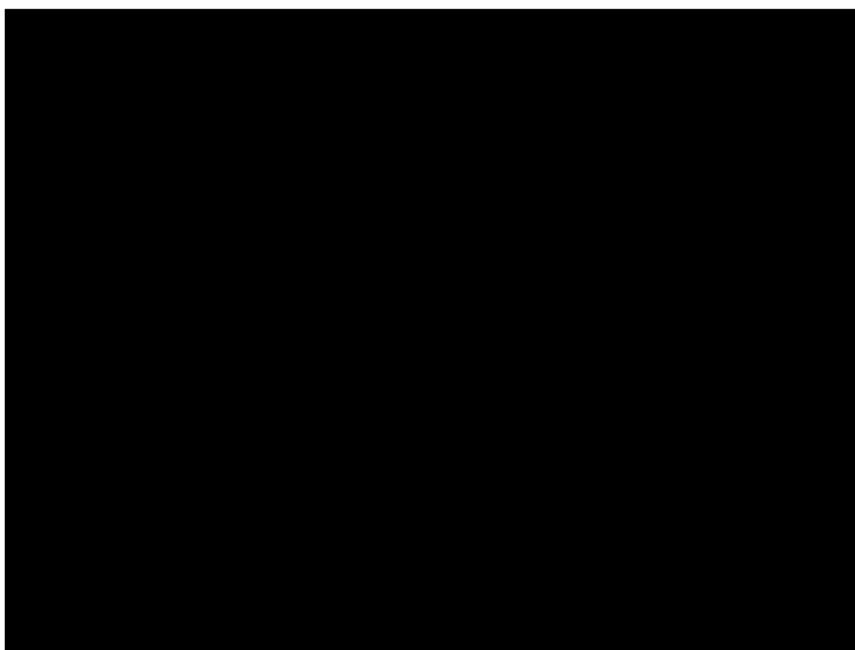
- Changes in service demand
- Funding landscape and income volatility
- Strategic priorities and planned growth

## Review and Oversight

The reserves policy is reviewed annually by the board of trustees as part of the budgeting and risk management process. Any significant deviation from the target level is discussed and addressed through financial planning and fundraising strategy.

## Declaration

Signed on behalf of the charity trustees:



Receipts & Payments Accounts				
	For the period from	1st April 2023	To	31st March 2024
Statement of Receipts & Payments	Unrestricted (£)	Restricted (£)	Total Current Period (£)	Total Last period (£)
<b>Receipts</b>				
Donations	4,020		4,020	4,030
Grants	8,000	40,270	48,270	77,545
Fundraising	4,951		4,951	6,233
Trading	51,769		51,769	36,132
Other charitable activities	72		72	228
<b>Total Receipts</b>	<b>68,812</b>	<b>40,270</b>	<b>109,082</b>	<b>124,168</b>
<b>Payments</b>				
Trading costs	24,716	18,416	43,132	48,934
Costs of charitable activities	44,963	33,741	78,704	46,272
Governance				300
Expenses For Fundraising Activities	352		352	
<b>Total Payments</b>	<b>70,031</b>	<b>52,157</b>	<b>122,188</b>	<b>95,506</b>
Purchase of fixed assets				
<b>Surplus Receipts/Payments for year</b>	<b>(1,219)</b>	<b>(11,887)</b>	<b>(13,106)</b>	<b>26,042</b>

Statement of Balances as at 31st March 2024				
	Unrestricted	Restricted	Total Current Period	Total Last period
Cash and bank balances at start of year	16,499	33,356	50,064	24,022
Surplus/deficit for the year	(1,219)	(11,887)	(13,106)	26,042

<b>Balances Carried Forward</b>	<b>15,280</b>	<b>21,678</b>	<b>36,958</b>	<b>50,064</b>
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Other Assets	Fund	Cost	Current Market Value	Last year To nearest £
Bain Marie	Unrestricted	140	50	145
Water Boiler	Unrestricted	297	200	266
Shop Racking	Unrestricted	201	50	207
Logik Refrigerator	Unrestricted	302	100	249
C Pentane Freezer FZC019	Unrestricted	600	250	415
Miele Dishwasher	Unrestricted	1,080	750	1,079
Triple Adexa Fridge	Unrestricted	2,495	2,000	
Adexa Double Chest Freezer	Unrestricted	780	500	
Adexa Contender Freezer	Unrestricted	682	450	
Cash Till and Card reader - SumUp	Unrestricted	500	400	
King Double Fridge	Unrestricted	1,500	1,000	
<b>Total</b>			<b>5,750</b>	<b>2,361</b>

Liabilities	Fund to which liability relates	Amount due current period	Amount due last period
Salary Chef (12 months)	Northwood/Robertson Restricted Charitable Activities	8,320	7280
Salary Operational Manager (12 months)	Northwood/Robertson Restricted Charitable Activities	20,800	18,200
NI (12 months)	Northwood/Robertson Restricted Charitable Activities	658	1,600
Pension (12 months)	Northwood/Robertson Restricted Charitable Activities	437	360
	<b>Total</b>	<b>30,215</b>	<b>27,440</b>

Signatures of trustee on behalf of all the trustees

[Redacted Signature Area]

Date of Approval

24/09/2025

## Notes to the Financial Statements

### Accounting Policies

#### Basis of Accounting

These financial statements have been prepared on the receipts and payments basis in accordance with the Charities & Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended)

#### Nature and purpose of Funds

Unrestricted funds can be used in furtherance of any of the charitable objects at the discretion of the trustees. A single designated fund is maintained for the day to day operations of this charity.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

#### Trustees Remuneration and Expenses

No remuneration was paid to trustees during the year and no expenses were reimbursed to them.

There were no related party transactions.

<b>Grants</b>	<b>Unrestricted (£)</b>	<b>Restricted (£)</b>	<b>Total Current Period (£)</b>	
Robertsons		13,000	13,000	
Northwood		15,000	15,000	
DCC Community Regeneration Fund		4,500	4,500	
DCC – Fresh Food Fund		2,750	2,750	
Sainsbury		2,000	2,000	
DCC Winter Grant		1,500	1,500	
ASDA Community Grant		1,000	1,000	
DCC		290	290	
LIDL Toy FUND		230	230	
TillyLoss Trust	2,000		2,000	
St Katharines	4,000		4,000	
IBB	2,000		2,000	
<b>Total Grants</b>	<b>8,000</b>	<b>40,270</b>	<b>48,270</b>	



# APPENDIX 3



Independent examiner's report on the accounts		V2
Report to the trustees/members of	Charity name Lochee Community Larder & Café SCIO	
Registered charity number	SC 048968	
On the accounts of the charity for the period	Period start date 01 Day 04 Month 2024 Year to 31 Day 03 Month 2025 Year (remember to include the page numbers of additional sheets)	
Set out on pages		
Respective responsibilities of trustees and examiner	<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>	
Basis of independent examiner's statement	<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>	
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> <li>which gives me reasonable cause to believe that in any material respect the requirements:               <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>               have not been met, or             </li> <li>to which, in my opinion, attention should be drawn in order to enable a proper</li> </ol>	
Signed**		
Name		
Relevant professional qualification(s) or body (if any)		
Address		

\*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.