

APPENDIX 1

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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	31	03	2022	To	31	03	2023

Reference and administration details

Charity name	Friends of Westfield
Other names charity is known by	
Registered charity number	SC049411
Charity's principal address	Westfield School Argyll Road Fraserburgh Aberdeenshire
	Postcode AB43 9BL

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		
2	Treasurer		
3	Secretary		
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

The charity is governed by a constitution and is a charitable unincorporated association

Trustee recruitment and appointment

Trustees are elected parents/carers of pupils who attend Westfield School. They were elected at the annual general meeting on 18/5/2022

Objectives and activities

Charitable purposes

The charity aims to advance the education of the young people who attend Westfield School. We aim to do this by

- Working with the school to create an environment for the young people that is welcoming.
- Promoting a partnership between the parents, school and pupils.
- Developing and engaging in activities which will support the welfare and education of the young people.
- Identifying and representing the views of the parents on the education provided by the school as well as any other matters affecting the young people.

Summary of the main activities in relation to these objects

The main objective in relation to these activities has been to raise money for a new wheelchair accessible bus as their old bus has been condemned

Achievements and performance

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

The main achievement for this financial period has been raising funds for a new wheelchair accessible bus although we have still managed to give the school some money so the children and young people could enjoy a fun day at the end of the school year

Financial review

Brief statement of the charity's policy on reserves

It is the policy of the trustees of the charity to spend any money for projects as soon as it becomes available. On any occasion where this is not possible the money will be transferred into the next financial year where it will be spent to complete projects.

Details of any deficit

N/A

Donated facilities and services (if any)

N/A

Other optional information

The main achievement for this financial period has been raising funds for a new wheelchair accessible bus although we have still managed to give the school some money so the children and young people could enjoy a fun day at the end of the school year.

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

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (e.g. Chair)

TREASURER

CHAIRPERSON

Date

12/6/25

12/6/2025



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2022		31	03	2023

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 £
A1 Receipts						
Donations	4,689	30,000			34,689	2,013
Legacies					-	
Grants					-	
Receipts from fundraising activities	3,633				3,633	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	8,322	30,000	-	-	38,322	2,013
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	8,322	30,000	-	-	38,322	2,013
A3 Payments						
Expenses for fundraising activities	257				257	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	545				545	278
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	802	-	-	-	802	278
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	802	-	-	-	802	278
Net receipts / (payments)	7,520	30,000	-	-	37,520	1,735
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	7,520	30,000	-	-	37,520	1,735

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	4,548				4,548	2,812
	Surplus / (deficit) shown on receipts and payments account	8,322	30,000			38,322	2,013
						-	
						-	
	Cash and bank balances at end of year	12,870	30,000	-	-	42,870	4,825
(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		

Date of approval

12/6/25
12/6/2025

Section C Notes to the Accounts

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

These funds are to be used this year for the purchase of a new wheelchair accessible bus

C2 Grants

[illegible]

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)

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)

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

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	4,689	30,000			34,689	2,013
Receipts from fundraising activities	3,633				3,633	
					-	
					-	
Total	8,322	30,000	-	-	38,322	2,013
	reference	-	-	-	reference	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
			-	
Total	-	-	-	-

3 Gross receipts from other charitable activities

[illegible]

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 £
Get set Bounce for activities week	545				545	
[REDACTED] or Bingo machine and charity collection	257				257	
Activities week					-	278
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	802	-	-	-	802	278

reference error reference error

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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					4,689	2,013
Legacies					-	
Grants						
Receipts from fundraising activities					3,633	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	8,322	2,013
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	8,322	2,013
Payments						
Expenses for fundraising activities					267	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					545	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	-	-	-	-	802	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	802	-
Net receipts / (payments)	-	-	-	-	7,520	2,013
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	7,520	2,013
Nature and purpose of funds						
These funds will be used to fundraise for and purchase a new wheelchair accessible bus for the pupils						

- SC

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					30,000	
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	-	-	-	-	30,000	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	30,000	-
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)	-	-	-	-	30,000	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	30,000	-

Nature and purpose of funds

The restricted funds are to go towards a new wheelchair accessible bus for the pupils

APPENDIX 3

OSCR

Scottish Charity Regulator

		Independent examiner's report on the accounts						v2
Report to the trustees/members of	Charity name	FRIENDS OF WESTFIELD						
Registered charity number	SC	SC04911						
On the accounts of the charity for the period	Period start date				Period end date			
	Day	Month	Year	to	Day	Month	Year	
	31	03	2022		31	03	2023	
Set out on pages								(remember to include the page numbers of additional sheets)
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"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> 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 <p>have not been met, or</p> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 							
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

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