

*Scottish Charity No. SC049520*

**Oxgangs Neighbourhood Centre**  
Scottish Charitable Incorporated Organisation (SCIO)  
**Trustees' Report and Financial Statements**  
*For the year ended 31 March 2025*

# Oxgangs Neighbourhood Centre

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# Oxgangs Neighbourhood Centre

## Report of the Trustees for the year ended 31 March 2025

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The Trustees are pleased to present their report together with the financial statements of the Charity for the year ended 31 March 2025.

### Status of Charity and Governing Document

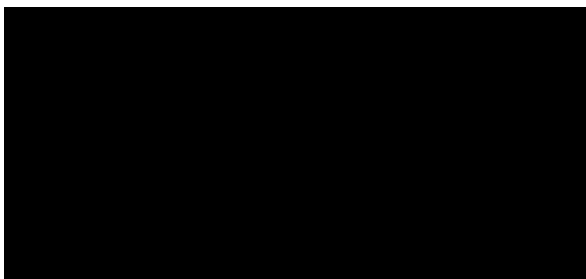
The Charity is a Scottish Charitable Incorporated Organisation (SCIO) (SC049520). It was registered in its current legal form on 6 August 2019. The charity was previously an Unincorporated Association (SC024157) but changed its legal form to a SCIO. The assets of the unincorporated association were transferred to the SCIO on 1 January 2020. It has a single tier structure and as such the Trustees are the members of the charity.

### Aims and affiliation

The Charity is managed wholly by the trustees who share the responsibilities of managing the daily activities. The Charity's stated objective is to provide a safe space where people are welcomed and where they feel included and valued. It will seek to provide activities that respond to social needs and create opportunity for relationship, friendship and personal growth.

### Trustees and Office Bearers

Management of the Charity remains with the trustees. The Trustees who served during the year are as set out below:



The day to day management of the operational work of the Charity is undertaken through the work of the Centre Manager, [REDACTED] with the help of part time and sessional staff as well as a core group of volunteers.

### Appointment of Trustees

Existing trustees provide suitable names for new trustees and following assessment of this list of name(s) individuals are invited to become trustees. Trustees serve from year to year with no maximum term and are elected annually at the annual general meeting.

### Induction and training of new trustees

The Charity undertakes training for trustees to ensure awareness and understanding of:

- The responsibility of being a trustee
- The organisational structure of the Charity
- The financial position of the Charity
- The future plans and objectives of the Charity

### Achievements and performance

The year has been a challenging year for Oxgangs Neighbourhood Centre, as per other community centres, but being a resilient community, we came together to hold our usual events such as the Halloween, Christmas party and jazz event. Dinners were also held including with an Italian theme and a Polish theme. These were well attended and allowed us to highlight the possibilities of our café provision and abilities of our chef and café assistant. We also took part in the Edinburgh 900, which was a city wide project.

It was great for the Centre to be able to fulfil its obligations and commitment to the local community. We look forward to next year where we intend to put on more events, including a Burns Supper, a French theme night and other activities aimed at the diverse local community,

We are lucky to have such a dedicated team of staff and volunteers under the management of [REDACTED]

We continue to support the community by collecting surplus food from various supermarkets in the Oxgangs area and again by the generosity of our volunteers.

# Oxgangs Neighbourhood Centre

## Report of the Trustees for the year ended 31 March 2025

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### Achievements and performance (cont'd)

Finally, our financial position remains positive and we have a clear focus on self-generated income through fundraising events, hall lets and where possible through grants funding. We are seeing an uptake in parties for weddings and birthdays amongst the local community and further afield.

We stand by our founding principle of being 'A Centre For All'.

### Objectives for 2025/26

The strategic plan for the next financial year includes the following:

To continue raising the profile of the Centre among local residents and partner organisations by:

- Continuing to hold community events and explore and develop further partnerships.

To develop effective opportunities for vulnerable people to achieve their fullest potential in life by:

- Continually developing our projects, groups and services on offer to the community, through talking and listening to the wider community.
- Continuing to work with local schools, community projects, housing association, children and social work and other council departments and all our community partners, in order to offer the best co-production of services for the community.
- Offering ongoing support and training for all Centre volunteers and trainees, ensuring they have the best possible volunteering experience while they are at the Centre.

To significantly increase the numbers of people using the Centre and the range of activities on offer by:

- Continuing to increase participation in our groups, projects and services, by both local people and those in neighbouring areas, through ensuring quality of service and affordability of the service on offer, some of which will be free to use at the point.
- Continuing to develop our community café facility, through ensuring consistent quality, variety and affordable meals and a great place to come.
- Extending our partnership with the Edinburgh International Festival and the Jazz and Blues Festival.

### Financial review

#### *Principal sources of funding*

Funding is obtained from the following main sources:

- The Big Lottery Community Led Fund.
- Neighbourhood Partnership.
- Centre activities including hall letting and café sales.
- Private donations.

#### *Results for the year*

The financial statements for the year are set out in pages 5 to 8. The Receipts and Payments Account on page 5 reflects a deficit of £572 (2024: surplus of £18,428). This includes a surplus on the General fund of £4,114 (2024: surplus of £24,124) and a deficit on the Restricted funds of £4,686 (2024: deficit of £5,696).

#### *Reserves*

It is the policy of the Charity to maintain unrestricted funds, ie. funds not committed or invested in fixed assets, at a level which equates to approximately three months unrestricted expenditure, ie £19,350 (2024: £19,700), which allows sufficient funds to enable the ongoing work of the Charity to be maintained. Unrestricted funds amounted to £119,588 (2024: £115,474) and total funds on page 6 at 31 March 2025 amounted to £127,759 (2024: £128,331); these funds were at the required level.

# Oxgangs Neighbourhood Centre

## Report of the Trustees *for the year ended 31 March 2025*

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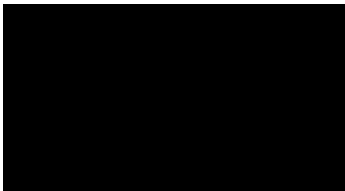
### Reference and administrative details



#### Bankers

Bank of Scotland  
PO Box 1000  
BX2 1LB

*Approved by the Trustees and signed on their behalf by the undernoted:*



Dated: 30th December 2025

# Oxgangs Neighbourhood Centre

## Report of the Independent Examiner to the Trustees *for the year ended 31 March 2025*

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I report on the accounts of the Charity for the year ended 31 March 2025 which are set out on pages 5 to 8.

### 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) Act 2005 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 Charities Accounts (Scotland) Regulations 2006 (as amended). 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 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

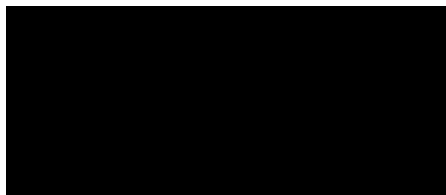
In the course of my examination, no matter has come to my attention

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 (as amended), and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations (as amended)

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Innes & Partners Limited  
Chartered Certified Accountants

Innes House  
18 Shairps Business Park  
Houstoun Road  
Livingston  
EH54 5FD

Date: 30th December 2025

## Oxgangs Neighbourhood Centre

### Receipts and Payments Account

For the year ended 31 March 2025

	Notes	General fund	Restricted funds	2025 Total	General fund	Restricted funds	2024 Total
		£	£	£	£	£	£
<b>Receipts</b>							
Grant income	6	45,240	-	45,240	66,325	-	66,325
Donations		1,337	-	1,337	1,331	-	1,331
Room hire		20,651	-	20,651	25,763	-	25,763
Cafe income		12,907	-	12,907	8,926	-	8,926
Fundraising and events		1,030	-	1,030	430	-	430
Miscellaneous income		125	-	125	-	-	-
<b>Total receipts</b>		<b>81,290</b>	<b>-</b>	<b>81,290</b>	<b>102,775</b>	<b>-</b>	<b>102,775</b>
<b>Payments</b>							
<i>Payments for charitable activities</i>							
Events and projects		-	495	495	-	1,001	1,001
Salary costs	3	47,641	4,191	51,832	43,959	4,695	48,654
Heating, lighting and water		11,215	-	11,215	14,059	-	14,059
Cleaning, repairs and maintenance		7,821	-	7,821	7,691	-	7,691
Café expenses and equipment		3,797	-	3,797	4,641	-	4,641
Insurance		2,175	-	2,175	2,175	-	2,175
Telephone and internet		623	-	623	622	-	622
Professional fees		160	-	160	1,901	-	1,901
Office general admin expenses		1,529	-	1,529	875	-	875
Publicity and advertising		-	-	-	25	-	25
Staff training and travel		26	-	26	75	-	75
Accountancy costs		900	-	900	-	-	-
Independent examination		1,140	-	1,140	2,079	-	2,079
Sundry expenditure		149	-	149	549	-	549
<b>Total payments</b>		<b>77,176</b>	<b>4,686</b>	<b>81,862</b>	<b>78,651</b>	<b>5,696</b>	<b>84,347</b>
<b>Net increase / (decrease) in cash for the year</b>		<b>4,114</b>	<b>(4,686)</b>	<b>(572)</b>	<b>24,124</b>	<b>(5,696)</b>	<b>18,428</b>
<b>Cash balances brought forward</b>		<b>115,474</b>	<b>12,857</b>	<b>128,331</b>	<b>91,350</b>	<b>18,553</b>	<b>109,903</b>
<b>Cash balances carried forward</b>		<b>119,588</b>	<b>8,171</b>	<b>127,759</b>	<b>115,474</b>	<b>12,857</b>	<b>128,331</b>

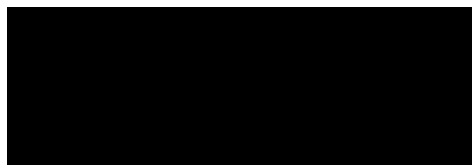
# Oxgangs Neighbourhood Centre

## Statement of Balances

As at 31 March 2025

	Notes	2025			2024		
		Opening balance £	(Deficit) for year £	Closing balance £	Opening balance £	Surplus for year £	Closing balance £
<b>Total cash and bank balances</b>		<b>128,331</b>	<b>(572)</b>	<b>127,759</b>	109,903	18,428	128,331
<b>Represented by:</b>							
<b>Unrestricted fund</b>	<b>4</b>						
General				119,588			115,474
<b>Restricted funds</b>	<b>5</b>						
Comic Relief fund				8,171			12,857
				<b>127,759</b>			<b>128,331</b>
<b>Statement of assets at 31 March 2025</b>							
Overpayment of wages, taxation and pensions				312			45
				<b>312</b>			<b>45</b>
<b>Statement of liabilities at 31 March 2025</b>							
Taxation and social security				4,569			1,455
Independent examination - current year				1,200			1,140
Other creditors				900			900
Pension creditors				437			104
				<b>7,106</b>			<b>3,599</b>

The financial statements on pages 5 to 8 were approved by the Trustees on 30th December 2025 and signed on their behalf by the undernoted:



*Chairman*

The notes on page 7 to 8 form part of these financial statements.



# Oxgangs Neighbourhood Centre

## Notes to the Financial Statements *for the year ended 31 March 2025*

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### 1. Accounting policies

#### ***Accounting convention***

The financial statements have been prepared under the historical cost convention, and in accordance with the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### ***Basis of financial statements***

The financial statements have been prepared on a receipts and payments basis.

#### **Receipts and Payments Account**

For the purpose of the Receipts and Payments account as shown on page 5, funds are defined as follows:

**Unrestricted** funds comprise grants and other income received for the objects of the Charity without further specified purpose and are available as general funds.

**Restricted** funds comprise income which has been received for the objects of the Charity and specified for a restricted purpose within these objects by the donor.

# Oxgangs Neighbourhood Centre

## Notes to the financial statements

For the year ended 31 March 2025

### 2. Transactions with Trustees and related party

No Trustee received remuneration or expenses for their position as Trustee in the year ending 31 March 2025 (2024: nil). [REDACTED] who is related to [REDACTED] (Treasurer) is an employee of the charity during the year and in her employment received a salary of £4,191 (2024: £4,695). There were no other transactions with related parties during the year (2024: £nil).

### 3. Staff costs and numbers

	2025	2024
	£	£
Gross salaries	49,095	47,905
Staff pension	671	749
Employer's NI	2,066	-
	<u>51,832</u>	<u>48,654</u>

There was an average of 4 employees during the year (2024: 4). No employee received remuneration of more than £60,000 during the year.

### 4. Unrestricted funds

	Balance at 01.04.24	Receipts	Payments	Transfers	Balance at 31.03.25
	£	£	£	£	£
General fund	115,474	81,290	(77,176)	-	119,588
<b>Total unrestricted funds</b>	<b>115,474</b>	<b>81,290</b>	<b>(77,176)</b>	<b>-</b>	<b>119,588</b>

#### Explanation of funds

The *General fund* represents all income and expenditure relating to the primary focus activities of the charity, other than those for which funding is restricted.

### 5. Restricted funds

	Balance at 01.04.24	Receipts	Payments	Transfers	Balance at 31.03.25
	£	£	£	£	£
Comic Relief fund	12,857	-	(4,686)	-	8,171
<b>Total restricted funds</b>	<b>12,857</b>	<b>-</b>	<b>(4,686)</b>	<b>-</b>	<b>8,171</b>

#### Explanation of funds

*Comic Relief fund* represents funding awarded for the baby and toddler group Toddlerrific.

### 6. Grants received

	General fund	Restricted funds	2025 Total	2024 Total
	£	£	£	£
The National Lottery	45,240	-	45,240	66,325
	<u>45,240</u>	<u>-</u>	<u>45,240</u>	<u>66,325</u>