

Friends of Pencaitland Parks

Scotland · Charity number SC049830

Details

Status	Active
Legal form	SCIO (Scottish Charitable Incorporated Organisation)
Registered	2019-12-23
Register	View on the OSCR register

Contact

Address	34 Limekilns Pencaitland East Lothian EH34 5HF
Website	https://ebikes.fopparks.uk/

Activities

Activities: 'It carries out activities or services itself'

Purposes: 'the advancement of citizenship or community development', 'the provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended'

What the charity does: To provide and organise recreational facilities / activities, to improve the lives of people living in and near Pencaitland. We hire out e-bikes, bought via grant funding, to allow people to 'try before they buy', to promote cycling and the reduction in car use.

Beneficiaries: 'No specific group, or for the benefit of the community'

Objectives: The organisation's purposes are: 4.1 The provision of recreational facilities or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended, and 4.2 The advancement of citizenship or community development (including rural or urban regeneration) by. (a) preserving and enhancing Pencaitland's parks, amenities, open and recreational spaces for the village of Pencaitland and surrounding communities, through cooperation with East Lothian Council, Pencaitland Community Council, and other associated and interested organisations (b) working with statutory and voluntary sector organisations on the ongoing development and maintenance of existing and new facilities in ways that will best meet the social and recreational needs of the wider community without detriment to the existing aspect and amenity of the parks, casual recreational use, and local properties (c) the promotion of ancillary refreshments and utility services (d) supporting the provision of recreational facilities and activities in Pencaitland's parks for the benefit of the general public including games and sports activities, children's play facilities, and improved sustainable access to the sites (e) providing opportunities and structure for local people to become involved in the management, usage, and future

development of the parks as socially-inclusive and inter-generational community resources.

Geography

- **Main operating location:** East Lothian
- **Geographical spread:** A specific local point, community or neighbourhood

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£852	£1,133	-	0
2024-12-31	£3,029	£1,370	-	0
2023-12-31	£5,625	£1,160	-	0
2022-12-31	£4,188	£8,879	-	0
2021-12-31	£4,729	£0	-	0
2020-12-31	£0	£0	-	0

Accounts

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	01	2024		31	12	2024

Reference and administration details

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

FRIENDS OF PENCAITLAND PARKS

SC049830

Alderwood Cottage

Pencaitland

East Lothian

Postcode EH34 5DN

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	Treasurer		
2	Chair		
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

Constitution – SCIO.

Trustee recruitment and appointment

4 existing trustees have been involved since the charity was registered, so there is currently no formal recruitment or appointment policy in place.

Objectives and activities

Charitable purposes

Provision and organisation of recreational facilities / activities and advancement of citizenship or community development, to improve the lives of those living in or near Pencaitland in East Lothian.

Summary of the main activities in relation to these objects

Grant funding was received from Tyne & Esk rural communities development fund in the previous financial year to purchase 2 more e-bikes, bought in February 2024, and in the current financial year grant funding was received from the local Area Partnership to assist with the additional insurance costs. The e-bikes attracted 23 rentals from April to November generating income of £860.

APPENDIX 1

Achievements and performance

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

As above. We still hope eventually to replace the existing tumbledown sports pavilion with a new building with changing rooms, toilet facilities, a room for the local playgroup, and a community cafe. There is talk of further housing development in the village which may present an opportunity for funding towards this aim to be secured.

Financial review

Brief statement of the charity's policy on reserves

No formal policy, minimal amount of funds held, £1463 at year end.

Details of any deficit

Deficit £3341 per accounts was wholly due to timing – grant funding received for bike purchases in 2023, and used in 2024.

Donated facilities and services (if any)

n/a

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)

Full name(s)

Position (e.g. Chair)**Date**

31/5/25

31/5/25

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Receipts and payments accounts						
For the period from						
	Day	Month	Year	Day	Month	Year
	01	01	2024	31	12	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	100				100	
Legacies					-	
Grants		2,029			2,029	4,508
Receipts from fundraising activities					-	
Gross trading receipts	900				900	1,117
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	1,000	2,029	-	-	3,029	5,625
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	1,000	2,029	-	-	3,029	5,625
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments	192	1,178			1,370	965
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	192	1,178	-	-	1,370	965
A4 Payments relating to asset and investment movements						
Purchases of fixed assets		5,000			5,000	195
Purchase of investments					-	
A4 Sub total	-	5,000	-	-	5,000	195
Total payments	192	6,178	-	-	6,370	1,160
Net receipts / (payments)	808	(4,149)	-	-	(3,341)	4,465
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	808	(4,149)	-	-	(3,341)	4,465

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 £
B1 Cash funds	Cash and bank balances at start of year	491	4,312			4,803	338
	Surplus / (deficit) shown on receipts and payments account	808	(4,149)			(3,341)	4,465
						-	
						-	
	Cash and bank balances at end of year	1,299	163	-	-	1,462	4,803
	(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	2 bikes - 2024	5,000		5,000
	Covers, panniers, locks - 2023	195		195
	Bike store - 2022	4,447		4,447
	3 bikes - 2022	3,508		3,508
	Total	13,150	-	13,150

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	-	-

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

Signature

Print Name

Date of
approval

31/5/25
31/5/25

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

£5750 grant funding agreed by ELC Tyne & Esk 2023, for purchase of 2 new bikes £5000, Cycling UK membership £88, with the balance to cover insurance premiums. 75% of grant £4313 received 10/23 and 2 new e-bikes purchased for £5000 2/24 from NM's personal funds, £4313 reimbursed 2/24 and once 25% balance of grant funds £1438 received 3/24, £865.85 reimbursed to NM representing balance of bikes' purchase price £687 plus additional insurance premium £178.35. Fa'side Area Partnership provided grant funding of £591.63 3/24 to help cover increased insurance costs. Income £900 represents e-bike rental income. Insurance costs allocated to restricted fund as covered by grant funding.

Type of activity or project supported	Individual / institution	Number of grants made	£
25% of grant to purchase of 2 e-bikes plus insurance	ELC	1	1,437
Fa'side AP for insurance	ELC	1	592
		Total	2,029

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	£

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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	Number of trustees	£
paid for 2023 Cycling UK membership, spare bike parts,		
purchase of 2 new bikes, additional insurance premium, 2024 Cycling		
UK 2024 membership and bike service from personal funds and was		
subsequently reimbursed.	1	5,473
Alison Glencorse was reimbursed for AGM refreshments.	1	33

[illegible]

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Additional analysis (1)

Analysis of receipts and payments

1 Donations

	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 £
Pencaitland Community Choir	100				100	
					-	
					-	
					-	
Total	100	-	-	-	100	-

470

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
ELC Tyne & Esk funding grant		1,437	1,437	
ELC Fa'side Area Partnership		592	592	4,508
			-	
			-	
Total	-	2,029	2,029	4,508

3 Gross receipts from other charitable activities

	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 £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

4 Payments relating directly to charitable activities

[illegible]

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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	100				100	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts	900				900	1,117
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	1,000	-	-	-	1,000	1,117
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	1,000	-	-	-	1,000	1,117
Payments						
Expenses for fundraising activities					-	
Gross trading payments	192				192	965
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	192	-	-	-	192	965
Payments relating to asset and investment movements						
Purchases of fixed assets	+				-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	192	-	-	-	192	965
Net receipts / (payments)	808	-	-	-	808	152
Transfers to / (from) funds					-	
Surplus / (deficit) for year	808	-	-	-	808	152

Nature and purpose of funds

£88, service costs £75, AGM refreshments £33.40 and deposit refund £40. SumUp is used for bike rentals and deposit payments, October rental went into November so

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
	ELC Tyne & Esk fund	Fa'side Area Partnership				
Receipts						
Donations					-	
Legacies					-	
Grants	1,438	591			2,029	4,508
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	1,438	591	-	-	2,029	4,508
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	1,438	591	-	-	2,029	4,508
Payments						
Expenses for fundraising activities					-	
Gross trading payments	750	428			-	
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	750	428	-	-	1,178	-
Payments relating to asset and investment movements						
Purchases of fixed assets	5,000				5,000	195
Purchase of investments					-	
Sub total	5,000	-	-	-	5,000	195
Total payments	5,750	428	-	-	6,178	195
Net receipts / (payments)	(4,312)	163	-	-	(4,149)	4,313
Transfers to / (from) funds						
Surplus / (deficit) for year	(4,312)	163	-	-	(4,149)	4,313
Nature and purpose of funds						

kes and pay insurance costs, Fa'side AP grant £592 to cover insurance costs. Total insurance costs in 2024 = £1178, allocated between 2 grants and restricted grant fund

APPENDIX 3



Report to the trustees/members of		Charity name		Independent examiner's report on the accounts		v2	
Registered charity number		SC 049830		Friends of Pencaitland Parks			
On the accounts of the charity for the period		Period start date		Period end date			
		Day	Month	Year	Day	Month	Year
		01	01	2024	31	12	2024
Set out on pages		1 to 6				(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 (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 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.					
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*					
		- 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					
		to which, in my opinion, attention should be drawn in order to enable a proper					
Signed**:		[Redacted Signature Area]					
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.