

## 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

SC049830



| 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<br>to nearest £ | Restricted funds<br>to nearest £ | Expendable endowment funds<br>to nearest £ | Permanent endowment funds<br>to nearest £ | Total funds current period<br>to nearest £ | Total funds last period<br>to nearest £ |
|---|------------------------------------|----------------------------------|--|---|--|---|
| <b>A1 Receipts</b>  |                                    |                                  |  |   |  |   |
| 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               |                                    |                                  |  |   | -  |   |
|   |                                    |                                  |  |   | -  |   |
| <b>A1 Sub total</b>   | <b>1,000</b>                       | <b>2,029</b>                     | <b>-</b>                                   | <b>-</b>                                  | <b>3,029</b>                               | <b>5,625</b>                            |
| <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>-</b>                           | <b>-</b>                         | <b>-</b>                                   | <b>-</b>                                  | <b>-</b>                                   | <b>-</b>                                |
| <b>Total receipts</b>   | <b>1,000</b>                       | <b>2,029</b>                     | <b>-</b>                                   | <b>-</b>                                  | <b>3,029</b>                               | <b>5,625</b>                            |
| <b>A3 Payments</b>  |                                    |                                  |  |   |  |   |
| 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   |                                    |                                  |  |   | -  |   |
|   |                                    |                                  |  |   | -  |   |
| <b>A3 Sub total</b>   | <b>192</b>                         | <b>1,178</b>                     | <b>-</b>                                   | <b>-</b>                                  | <b>1,370</b>                               | <b>965</b>                              |
| <b>A4 Payments relating to asset and investment movements</b> |                                    |                                  |  |   |  |   |
| Purchases of fixed assets                                     |                                    | 5,000                            |  |   | 5,000                                      | 195                                     |
| Purchase of investments                                       |                                    |                                  |  |   | -  |   |
| <b>A4 Sub total</b>   | <b>-</b>                           | <b>5,000</b>                     | <b>-</b>                                   | <b>-</b>                                  | <b>5,000</b>                               | <b>195</b>                              |
| <b>Total payments</b>   | <b>192</b>                         | <b>6,178</b>                     | <b>-</b>                                   | <b>-</b>                                  | <b>6,370</b>                               | <b>1,160</b>                            |
| <b>Net receipts / (payments)</b>                              | <b>808</b>                         | <b>(4,149)</b>                   | <b>-</b>                                   | <b>-</b>                                  | <b>(3,341)</b>                             | <b>4,465</b>                            |
| <b>A5 Transfers to / (from) funds</b>                         |                                    |                                  |  |   |  |   |
|   |                                    |                                  |  |   | -  |   |
| <b>Surplus / (deficit) for year</b>                           | <b>808</b>                         | <b>(4,149)</b>                   | <b>-</b>                                   | <b>-</b>                                  | <b>(3,341)</b>                             | <b>4,465</b>                            |

## Section B Statement of balances

| Categories    | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Expendable endowment funds<br>to nearest £ | Permanent endowment funds<br>to nearest £ | Total current period<br>to nearest £ | Total last period<br>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<br>to nearest £ | Last year<br>to nearest £ |
|----------------|---------|-----------------------------|----------------------------------|---------------------------|
| B2 Investments |         |                             |                                  |                           |
|                |         |                             |                                  |                           |
|                |         |                             |                                  |                           |
|                |         |                             |                                  |                           |
|                |         |                             |                                  |                           |
|                |         | Total                       | -                                | -                         |

|                 | Details                        | Fund to which asset belongs | Cost (if available)<br>to nearest £ | Current value (if available)<br>to nearest £ | Last year<br>to nearest £ |
|-----------------|--------------------------------|-----------------------------|-------------------------------------|--|---------------------------|
| B3 Other assets | 2 bikes - 2024                 | Restricted                  | 5,000                               |  | 5,000                     |
|                 | Covers, panniers, locks - 2023 | Restricted                  | 195                                 |  | 195                       |
|                 | Bike store - 2022              | Restricted                  | 4,447                               |  | 4,447                     |
|                 | 3 bikes - 2022                 | Restricted                  | 3,508                               |  | 3,508                     |
|                 |                                |                             |                                     |  |                           |
|                 |                                | Total                       | 13,150                              | -  | 13,150                    |

|                | Details | Fund to which liability relates | Amount due<br>to nearest £ | Last year<br>to nearest £ |
|----------------|---------|---------------------------------|----------------------------|---------------------------|
| B4 Liabilities |         |                                 |                            |                           |
|                |         |                                 |                            |                           |
|                |         |                                 |                            |                           |
|                |         |                                 |                            |                           |
|                |         |                                 |                            |                           |
|                |         | Total                           | -                          | -                         |

|                           | Details | Fund to which liability relates | Amount due (estimate)<br>to nearest £ | Last year<br>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



## Section C Notes to the Accounts

**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.

## C2 Grants

| 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 |

### 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) | x |
|--|---|

### C3b Trustee remuneration - details

| Authority under which paid | £ |
|----------------------------|---|
|                            |   |
|                            |   |
|                            |   |
|                            |   |
|                            |   |

#### C4a Trustee expenses

|  |  |
|--|--|
| <p>If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)</p> |  |
|--|--|

#### C4b Trustee expenses - details

|   | 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    |

### C5 Transactions with trustees and connected persons

[illegible]

### C6 Other information

|  |
|--|
|  |
|--|

### Additional analysis (1)

### Analysis of receipts and payments

## 1 Donations

|                             | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Expendable endowment funds<br>to nearest £ | Permanent endowment funds<br>to nearest £ | Total current period<br>to nearest £ | Total last period<br>to nearest £ |
|-----------------------------|------------------------------------|----------------------------------|--|---|--------------------------------------|-----------------------------------|
| Pencaitland Community Choir | 100                                |                                  |  |   | 100                                  |                                   |
|                             |                                    |                                  |  |   | -                                    |                                   |
|                             |                                    |                                  |  |   | -                                    |                                   |
|                             |                                    |                                  |  |   | -                                    |                                   |
| <b>Total</b>                | <b>100</b>                         | <b>-</b>                         | <b>-</b>                                   | <b>-</b>                                  | <b>100</b>                           | <b>-</b>                          |

470

## 2 Grants

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

### 3 Gross receipts from other charitable activities

[illegible]

#### 4 Payments relating directly to charitable activities

[illegible]



SC049830

## Additional analysis (2)

## 5 Breakdown of unrestricted funds

|  | Unrestricted<br>fund 1 - enter<br>name of fund<br>below | Unrestricted<br>fund 2 - enter<br>name of fund<br>below | Unrestricted<br>fund 3 - enter<br>name of fund<br>below | Unrestricted<br>fund 4 - enter<br>name of fund<br>below | Total<br>unrestricted<br>funds | Total<br>unrestricted<br>funds last period |
|--|---|---|---|---|--------------------------------|--|
| <b>Receipts</b>  |   |   |   |   |                                |  |
| 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            |   |   |   |   | -                              |  |
| <b>Sub total</b>   | <b>1,000</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>1,000</b>                   | <b>1,117</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>-</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>                       | <b>-</b>                                   |
| <b>Total receipts</b>                                      | <b>1,000</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>1,000</b>                   | <b>1,117</b>                               |
| <b>Payments</b>  |   |   |   |   |                                |  |
| 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  |   |   |   |   | -                              |  |
| <b>Sub total</b>   | <b>192</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>192</b>                     | <b>965</b>                                 |
| <b>Payments relating to asset and investment movements</b> |   |   |   |   |                                |  |
| Purchases of fixed assets                                  | +   |   |   |   | -                              |  |
| Purchase of investments                                    |   |   |   |   | -                              |  |
| <b>Sub total</b>   | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>                       | <b>-</b>                                   |
| <b>Total payments</b>                                      | <b>192</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>192</b>                     | <b>965</b>                                 |
| <b>Net receipts / (payments)</b>                           | <b>808</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>808</b>                     | <b>152</b>                                 |
| <b>Transfers to / (from) funds</b>                         |   |   |   |   | -                              |  |
| <b>Surplus / (deficit) for year</b>                        | <b>808</b>  | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>808</b>                     | <b>152</b>                                 |

## 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<br>1 - enter name of<br>fund below | Restricted fund<br>2 - enter name of<br>fund below | Restricted fund<br>3 - enter name of<br>fund below | Restricted fund<br>4 - enter name of<br>fund below | Total restricted<br>funds | Total restricted<br>funds last<br>period |
|--|--|--|--|--|---------------------------|--|
|  | ELC Tyne & Esk<br>fund                             | Fa'side Area<br>Partnership                        |  |  |                           |  |
| <b>Receipts</b>  |  |  |  |  |                           |  |
| 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            |  |  |  |  | -                         |  |
| <b>Sub total</b>   | <b>1,438</b>                                       | <b>591</b>   | <b>-</b>   | <b>-</b>   | <b>2,029</b>              | <b>4,508</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>-</b>   | <b>-</b>   | <b>-</b>   | <b>-</b>   | <b>-</b>                  | <b>-</b>                                 |
| <b>Total receipts</b>                                      | <b>1,438</b>                                       | <b>591</b>   | <b>-</b>   | <b>-</b>   | <b>2,029</b>              | <b>4,508</b>                             |
| <b>Payments</b>  |  |  |  |  |                           |  |
| 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  |  |  |  |  | -                         |  |
| <b>Sub total</b>   | <b>750</b>   | <b>428</b>   | <b>-</b>   | <b>-</b>   | <b>1,178</b>              | <b>-</b>                                 |
| <b>Payments relating to asset and investment movements</b> |  |  |  |  |                           |  |
| Purchases of fixed assets                                  | 5,000  |  |  |  | 5,000                     | 195                                      |
| Purchase of investments                                    |  |  |  |  | -                         |  |
| <b>Sub total</b>   | <b>5,000</b>                                       | <b>-</b>   | <b>-</b>   | <b>-</b>   | <b>5,000</b>              | <b>195</b>                               |
| <b>Total payments</b>                                      | <b>5,750</b>                                       | <b>428</b>   | <b>-</b>   | <b>-</b>   | <b>6,178</b>              | <b>195</b>                               |
| <b>Net receipts / (payments)</b>                           | <b>(4,312)</b>                                     | <b>163</b>   | <b>-</b>   | <b>-</b>   | <b>(4,149)</b>            | <b>4,313</b>                             |
| <b>Transfers to / (from) funds</b>                         |  |  |  |  |                           |  |
| <b>Surplus / (deficit) for year</b>                        | <b>(4,312)</b>                                     | <b>163</b>   | <b>-</b>   | <b>-</b>   | <b>(4,149)</b>            | <b>4,313</b>                             |
| <b>Nature and purpose of funds</b>                         |  |  |  |  |                           |  |
|  |  |  |  |  |                           |  |

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 |  |
|--|--|--|-------|---|----|---|-------|------|--|----|--|
|  |  | Friends of Pencaitland Parks   |       |   |    |   |       |      |  |    |  |
| Registered charity number                                |  | SC 049830  |       |   |    |   |       |      |  |    |  |
| On the accounts of the charity for the period            |  | Period start date  |       |   |    | Period end date   |       |      |  |    |  |
|  |  | Day  | Month | Year  |    | Day   | Month | Year |  |    |  |
|  |  | 01   | 01    | 2024  | to | 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 <del>other than that disclosed on the attached page*</del>   |       |   |    |   |       |      |  |    |  |
|  |  | <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> </li> </ol>  |       |   |    |   |       |      |  |    |  |
|  |  | have not been met, or  |       |   |    |   |       |      |  |    |  |
|  |  | <ol style="list-style-type: none"> <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.