

Trustees Annual Report

for

Castlemilk Hall SCIO  
for the period

to 31<sup>st</sup> March 2025



Scottish Charity No: SC050278

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## Reference & Administrative Information

**Charity Name:** Castlemilk Hall SCIO

**Scottish Charity No:** SC050278

**The Charites Principal Address:**

106 Waterside Road  
Carmunnock  
GLASGOW  
G76 9DT

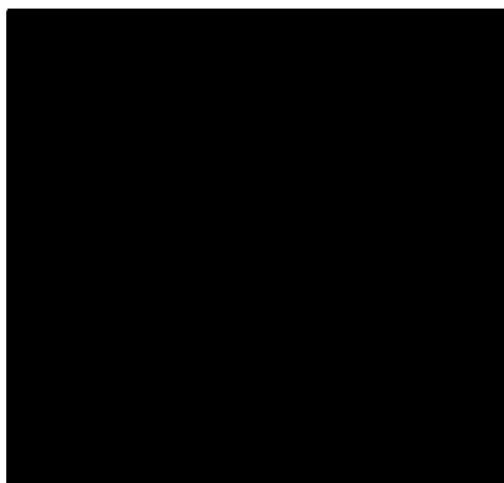
**Email address:** Castlemilktreasurer@gmail.com

**Website:** [www.carmunnock.org/castlemilk-hall](http://www.carmunnock.org/castlemilk-hall)

**Twitter/Facebook/social media** <https://www.facebook.com/thecastlemilkhallcarmunnock/>

**Charities Trustees on date of approval including office held:**

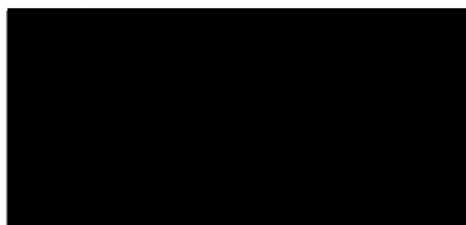
Chairperson  
Treasurer & Fundraising Committee  
Vice Chair/Grants Sub Comm  
Church Trustee & Session Clerk  
Booking Secretary  
Health & Safety  
Fundraising committee  
Health & Safety & Grants Committee  
Nursery Liaison  
Minute Secretary & Fundraising Comm  
Fundraising Committee  
Grant Sub Committee



**Names of other trustees during the period:**

None

**Independent Examiner:**



**Bankers:**

Bank of Scotland plc  
PO Box 1000  
BX2 1LB

## General Introduction

Carmunnock is the only remaining identifiable village within the City of Glasgow boundaries. It lies five miles south of the city centre and is surrounded by green belt land. The old part of Carmunnock Village was declared a conservation area in 1970 and the hall is the hub of our community. The Castlemilk Hall was gifted to the community of Carmunnock in 1893 by the Laird of Castlemilk.



The charity does not currently employ anyone but relies on volunteers for the management and upkeep of the hall, whilst the various let holders are responsible for the employment of those that deliver their activities. This includes our local Nursery which provides early years education, five days per week, to children within the local environ. The charity has relied heavily on the income from these lets and also from our range of fundraising events, not only to maintain the hall but also to allow us to deliver a wide range of community events. During the COVID-19 pandemic our income from our let holders was severely reduced due to lockdown restrictions with only one let (Carmunnock Pre School Nursery) being able to operate within the hall during term time.

The village of Carmunnock has a number of organisations (Castlemilk Hall, Church, Recreation Club, Gala Committee) which are now working together coherently in producing Seasonal Community Events, such as the Christmas which bring the whole village together.

## **Structure, Governance & Management**

### **Governing Document:**

The Castlemilk Hall SCIO was recognised as a Scottish Charitable Incorporated Organisation (SCIO) on the 9<sup>th</sup> July 2020.

### **Trustee Recruitment & Appointment:**

At each AGM, the members may elect any member (unless he/she is debarred from membership under clause 16 of the Constitution) to be a charity trustee. 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: -

- he/she advises the board prior to the conclusion of the AGM that he/she does not wish to be re-appointed as a charity trustee; or
- an election process was held at the AGM and he/she was 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.

## **Objectives & Activities**

### **The Charities Charitable Purpose:**

As set out in the 'Constitution' and 'The Charities and Trustee Investments (Scotland) Act 2005' the purpose(s) of Castlemilk Hall SCIO are the following: -

- the advancement of education
- the advancement of the arts, heritage, culture or science
- the advancement of public participation in sport
- 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

Any other purpose that may reasonably be regarded as analogous to any of the preceding purposes.

### **Summary of the main activities in relation to these objectives:**

There are no specific groups, and is for the benefit of the community as a whole. It carries out activities or services itself



## **Achievement & Performance for 2025**

There have been two additions to the management team in 2024 and now have a full complement of 12 trustees.

### **Fundraising Events**

Our fundraising programme started in May 2024 with a gin tasting event followed by the Village Plant Sale which donated over £1,600 to the hall. Our thanks going to the Community Gardening Group and Trustees who assisted with the sale and distribution of plants.

Another successful Topsy Trail followed in August that raised further funds for our charity. The Horticultural Show was also held in the hall in August and brought together all keen gardeners, young and old.

December brought the Christmas Market and the Drama Group's Village Pantomime with 50% of the profits for 3 nights going to the Hall.

Another very successful Burns Supper in January 2025 brought in significant funds as did the Whisky tasting and cheese & wine nights.

### **Hall Lets**

The nursery, who are our main support, continue to let the hall during school term time. The Mega Restoration Church meets every Sunday morning; Junior Drama and the Community Council are regular bookings with occasional other bookings including art and mindfulness classes.

The following hall lets / events were also held:

- The Castlemilk Hall chairman's 80<sup>th</sup> birthday Ceilidh in April.
- Wedding held in the hall in June.
- A birthday party in September.
- Castlemilk Hall hosted an 'Open Doors' event in September.
- Kids birthday parties in September, October and February.
- Antiques fair in October and December.
- Studio 32 concert in March.

### **Castlemilk Hall Sustainability**

In 2023 our appointed Heritage Architect produced concept drawings for upgrades to the building and a Building Condition Inspection Report of the internal and external condition of the Hall. Subsequently, a stonework survey, structural survey and a digital survey of the building has been completed. The output from the digital survey conducted in 2024 is a full set of accurate, digital engineering drawings of the hall – critical to our objectives of upgrading the hall as these will form the basis of all engineering submissions to Glasgow City Council Planning and Building Control departments. Most recently, a geotechnical survey was carried out to identify the cause of building settlement on the south side. This identified the root cause as issues with the current drainage system.

## Achievement & Performance cont'd

Combined, these surveys have resulted in the development of a long-term maintenance plan for the hall and have informed our priorities for urgent repairs to the building, the creation of a permanent accessible ramp, an accessible washroom and additional storage with possible remodelling of the kitchen.

This work has also allowed us to develop our grant funding strategy for the short-to-medium term, and we are now working alongside an experienced team from Carmunnock to assist us in identifying appropriate funds and funders. Accessing funds had been extremely challenging in 2023 and 2024, however persistence has paid off and the committee has secured significant funds for our critical repairs and upgrade project as follows:

- £71,117.62 from **Glasgow City Heritage** for the roof, windows, stonework and structural improvements.
- £38,614 from **LT Funding Ltd / Pattersons Quarries** for roof and clock tower repairs.
- £5,000 from **Levenseat Trust** for stonework repairs.
- £11,106 from **Grantscape** for stonework repairs.
- £37,493 from **FCC Communities Foundation** for drainage upgrades.
- £25,000 from **EB Scotland / Avondale Environmental** for drainage upgrades.
- £4,991 from **Linn Area Grant** (May 2025) for Contributing Third Party Funding (CTP).
- £3,250 from **Stafford Trust** for Contributing Third Party Funding (CTP).
- £1,961 for windows from **Horti and Community Gardening**
- **Total Funding Secured - £198,532.62**

This work will be carried out in July, August and will complete in September. The committee are grateful to the above funding organisations for these significant contributions; all of which will secure the fabric of the building for many years to come.

## Health & Safety

Health & Safety remains a key priority and our risk assessments have allowed us to develop and drive our health & safety action plans. The following are a summary of the work carried out:

- Risk assessments reviewed in Sept 2024.
- PAT testing of all portable electrical equipment carried out in February 2025.
- Gas appliances serviced and safety checked in September 2024.
- All firefighting appliances serviced and tested in August 2024.
- Monthly safety checks are carried out and the records are posted in the main entrance to the hall.

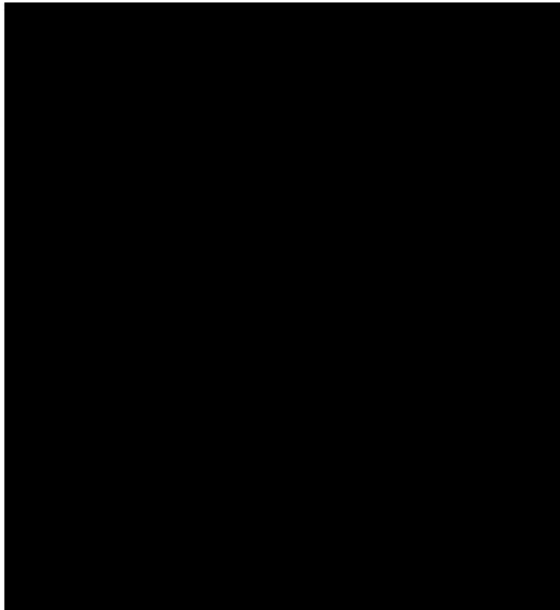
## Engagement with other community groups

The village of Carmunnock has a number of organisations (Castlemilk Hall, Church, Recreation Club, Gala Committee, Horticultural Committee, Heritage Society) which are working co-operatively in producing Seasonal Community Events, such as the Carmunnock Easter and Christmas Festival and the Summer Gala which brings the whole village together. This engagement is reflected in the website Carmunnock.org which was created to provide an insight into the range of village organisations and events.



## Achievement & Performance cont'd

### Castlemilk Hall in Photos



*Our Chair, [REDACTED] at one of  
our events at the Castlemilk  
fundraising Hall*



*Pre School Nursery*



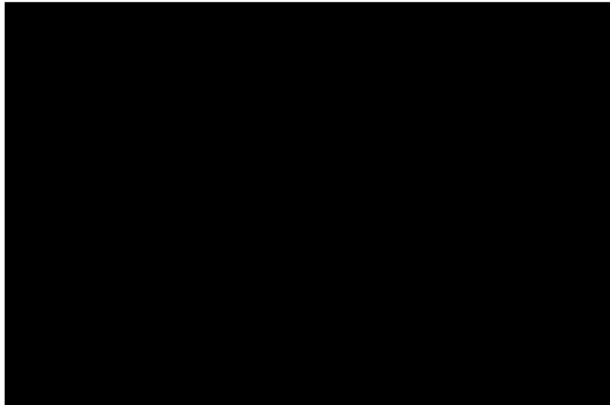
*Antiques Fair*



*Horticultural Society Event*



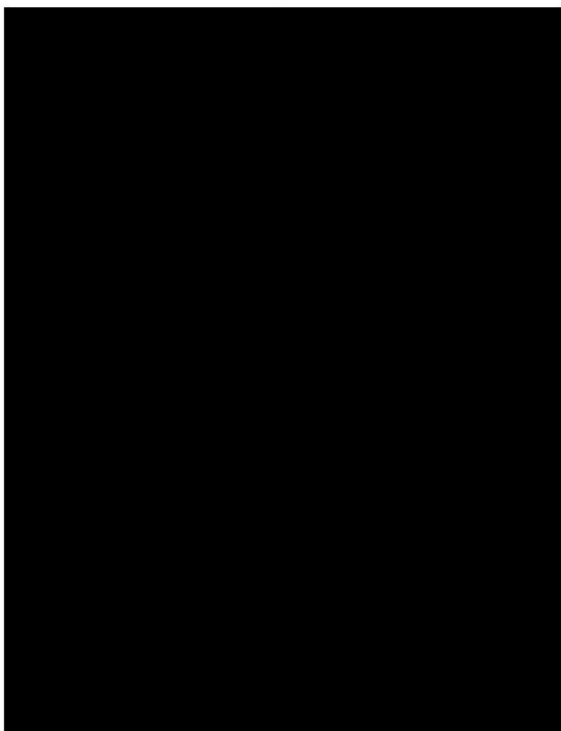
## Achievement & Performance cont'd



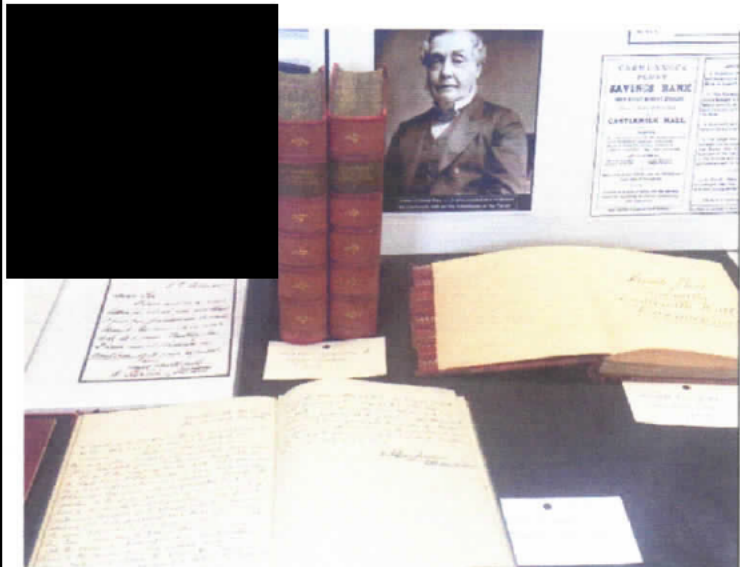
*Whisky Tasting Fundraising*



*Burns Night Set Up*



*Burns Night – Piping in the Haggis*



*Open Doors – Heritage Display at Castlemilk Hall*

### Main groups relying on the Castlemilk Hall

The Castlemilk Hall provides facilities (hall and equipment) for the following main beneficiaries:

- Carmunnock Pre-School Nursery – 5 days per week for pre-school children (for almost 50 years)
  - <http://www.carmunnocknursery.com/>
- Carmunnock Community Drama & Youth Theatre
- Carmunnock Horticultural & Gardens Community Society
  - <https://www.keepsotlandbeautiful.org/community-and-place/its-your-neighbourhood/enter-its-your-neighbourhood/2022-entrants/carmunnock-horticulture-and-community-gardening-group/>

## Achievement & Performance cont'd

- Carmunnock Community Council
  - <https://carmunnockcc.com/>
- Carmunnock Heritage Society
  - <http://www.carmunnock.com/>
- Carmunnock Community Forum
  - <http://carmunnock.org/community-forum>
- Carmunnock community Christmas gatherings
- Social events for the community including – St. Andrews night, Burns night and other fundraising events.
- Local councillors' surgery venue (Linn Ward).
- Royal Mega Restoration Church.

## Future plans

There are currently no permanent accessible facilities (ramp and washroom) for the Castlemilk Hall and we consider this to be a priority moving forward. This project has been delayed in order to complete the necessary repair works identified by the various structural surveys carried out in 2023 and 2024. Our SCIO status and recent positive experience of fund-raising should allow us to access more funds in 2025 and 2026 to enable this project.

Repair works have been identified (roof, windows, stonework, timber treatment, structural improvements and drainage upgrades) and funding is now in place to complete these improvements in 2025.

We are working closely with the Glasgow Council for Voluntary Services and the Scottish Council for Voluntary Organisations together with our appointed heritage accredited architect, grants team and fundraising team to deliver our 3-year Management Plan, Annual Maintenance Plan and a Replacement Policy for the Hall. It is expected this will support the sustainability of the hall and options for expansion that meet the needs of our wider, expanding community to ensure equality of access for all.

The following summarises the focus areas for the charity for the next 3 years –

- Carry out urgent and recommended repair works as detailed in the condition survey and structural surveys. This work is currently in progress and will be complete by October 2025.
- Repair and upgrade the drainage system. This work is currently in progress and will be complete by October 2025.
- Implement the actions detailed in the accessibility audit. This will improve access for all hall users.
- Install an accessibility ramp and build a new accessible washroom.
- Build additional storage (to accommodate the nursery equipment and drama group equipment).
- Create a specific heritage area in the hall using one of the meeting rooms.
- Upgrade the kitchen area.

## **Achievement & Performance cont'd**

### **Additional information**

Castlemilk Hall SCIO has replaced Carmunnock Village Community Association (CVCA - also known as Castlemilk Hall Management Committee) as the legal entity that runs the affairs of the hall. The CVCA submitted the application to Register of Scotland to pass the title for the land and buildings to the Castlemilk Hall SCIO and this process completed during the reporting period. The CVCA was closed in 2023 and all assets (land and buildings) and operations are now with Castlemilk Hall SCIO.



## Financial Review

### Statement of Reserves Policy:

The trustees believe that 6 months running costs are required to be held in reserve (£6,000). This is to cover insurances, heating, council fees etc. in the event that running costs increase (cost of living crisis) and/or hall hires are negatively impacted.

Given the age of the building (built in 1893) the trustees believe that it is prudent to reserve £3,000 to cover emergency maintenance.

### Details of any deficit:

There a financial deficit this year, the Trustees will continue to monitor the balance and continue to fundraise for the Charity.

This deficit is driven by the costs incurred by the building refurbishment project and includes £9,215.42 of costs as follows - architect fees, structural engineering fees (geotechnical survey) and timber treatment fees. £4,409.50 of these costs are recoverable in 2025 through committed grants.

### Details of Donated Facilities & Services:

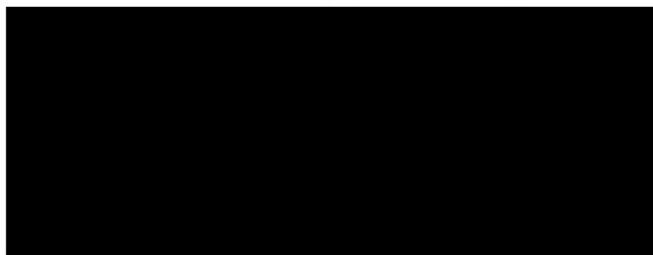
The Charity benefits from the time given by all the Trustees to the running of the Charity.

## Statement of Trustees Responsibilities

The members of the Charity must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Charity during the financial year. The members of the Charity are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Charity at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006.

They are also responsible for safeguarding the assets of the Charity and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:



Chairperson

Dated: 29/5/25

## Receipts & Payments Account Year Ended 31<sup>st</sup> March 2025

	Notes	Un Restricted	Restricted Funds	Total 2025	Total 2024
<b>Receipts</b>					
Donations		1,676.00	0.00	1,676.00	1,380.00
Grants	1	0.00	0.00	0.00	4,340.00
Receipts from Fund Raising Activities	2	4,993.25	0.00	4,993.25	7,476.87
Other Charitable Activities	3	14,436.50	0.00	14,436.50	14,951.90
<b>Total Receipts</b>		<b>21,105.75</b>	<b>0.00</b>	<b>21,105.75</b>	<b>28,148.77</b>
<b>Payments</b>					
Expenses from Fund Raising Activities	4	1,478.15	0.00	1,478.15	2,913.07
Expenses from Charitable Activities	5	27,421.52	0.00	27,421.52	29,811.40
Independent Examination		250.00	0.00	250.00	250.00
<b>Total Payments</b>		<b>29,149.67</b>	<b>0.00</b>	<b>29,149.67</b>	<b>32,974.47</b>
Net Receipts/(Payments)		(8,043.92)	0.00	(8,043.92)	(4,825.70)
Transfer between Funds		0.00	0.00		
<b>Surplus/(Deficit) for Year</b>		<b>(8,043.92)</b>	<b>0.00</b>	<b>(8,043.92)</b>	<b>(4,825.70)</b>

Statement of Balances as at 31 <sup>st</sup> March 2025	Un Restricted	Restricted Funds	Total 2025	Total 2024
Balances at Start of Year	20,648.69	0.00	20,648.69	25,474.39
Surplus/(Deficit) for Year	(8,043.92)	0.00	(8,043.92)	(4,825.07)
Balances at End of Year	<b>12,604.77</b>	<b>0.00</b>	<b>12,604.77</b>	<b>20,648.69</b>

### Other Assets

See note 6 2,025,799

### Liabilities

No Outstanding Liabilities

Financial Statements approved by the Charity and signed on its behalf by:

Signed.....

Treasurer –

Dated..... 29.5.25

## Notes to the Accounts

	2025	2024
<b>1. Grants</b>		
Architectural Heritage	0.00	4,340.00
	<b>£0.00</b>	<b>£4,340.00</b>
<b>2. Income from Fundraising Activities</b>		
Whisky Tasting & Cheese & Wine Events	0.00	1,760.68
Plant Sale	0.00	1,308.19
Tipsy Trail	0.00	2,140.00
Burns Supper 24	0.00	2,268.00
Other Fundraising Income	4,993.25	0.00
	<b>£4,993.25</b>	<b>£7,476.87</b>
<b>3. Other Charitable Activities</b>		
Hall Hire		
Nursery	11,550.00	11,910.00
Youth Drama Group	435.00	325.00
Phat Class	0.00	0.00
Karate	0.00	250.00
Kim Flower	636.50	155.00
Private Party Hires	1,815.00	567.50
Other Deposits	0.00	1,744.40
	<b>£14,436.50</b>	<b>£14,951.90</b>
<b>4. Expenses from Fundraising Activity</b>		
Fundraising Expenses	1,478.15	594.41
Tipsy Trail	0.00	1,086.36
Burns Supper 4	0.00	1,232.30
	<b>£1,478.15</b>	<b>£2,913.07</b>
<b>5. Expenses from Charitable Activity</b>		
Electricity & Gas	3,456.82	2,763.00
Insurance	3,036.27	3,272.80
Nursery Expenses	436.90	0.00
Website & Computer Costs	261.99	307.99
Other Expenses	262.47	6,794.61
<b>Hall Repairs &amp; Maintenance</b>		
Fire Maintenance Contract	115.20	121.20
Pest Control	367.80	359.59
Hall Cleaner & Cleaning Materials	4,426.94	4,628.67
Glasgow City Council Bins	563.42	567.91
Window Cleaner	64.00	82.00
Hall Maintenance	1,012.94	3,525.45
Garden Costs	2,980.00	7,388.00
Hall Development	9,215.42	0.00
Legal & Land Entry Charges	1,060.00	0.00
Refund Committee Expenses (vouchers/tarps/keys)	128.95	0.00
	<b>£27,421.52</b>	<b>£29,811.40</b>



## Notes to the Accounts cont'd

### 6. Assets of Castlemilk Hall SCIO as at 31<sup>st</sup> March 2025

Asset values are based on the insurance valuation as at the year end.

Buildings	1,996,021	
Contents	25,562	
Stock	2,510	
		2,024,093
Painting of Village by Norman McLeod McDougall		1,706
<b>Total Value</b>		<b>£2,025,799</b>

### 7. Trustee Remuneration and Related Party Transactions

The Trustees did not receive any remuneration or expenses during the year.

### 8. Nature & Purpose of Funds

The statements of account for the year show the financial figures for the Charity. The closing funds are all un-restricted funds being carried forward into the new financial year.

The funds are currently held in two bank accounts as follows:

Bank of Scotland	Acc 00236938	3,733.44
Bank of Scotland	Acc 26634569	8,871.33
	<b>Total Funds</b>	<b>£12,604.77</b>

## **Independent Examiner's Report on the Accounts**

Report to the trustees of Castlemilk Hall SCIO  
Registered charity number SC050278  
On the accounts of the charity for the period to 31<sup>st</sup> March 2025  
Set out on Pages 13 to 15

### **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. 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. 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 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, 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

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

Signed:



Date: 7 June 2025

Relevant professional qualification(s) or body:  
ACIE & Dip Business & Finance