

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	04	2024	To	31	03	2025

Reference and administration details

Charity name	Fraserburgh Rugby Club
Other names charity is known by	
Registered charity number	SC051018
Charity's principal address	
	Postcode

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		Club President		
2				
3				
4		Club Secretary		
5		Club Treasurer		
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

Fraserburgh Rugby Club Constitution

Trustee recruitment and appointment

██████████ (Current Club president), ██████████
 ██████████ trustees of the club as founding members of
 Fraserburgh RFC.

██████████ added as trustees following committee re-
 structure (May 2025)

Objectives and activities

Charitable purposes

The purpose of the Club shall be to advance the public participation in sport and in particular the sport of Rugby.
 Providing equal opportunities for successful participation by all section of the community.
 Provide a safe and inclusive training opportunity to the public.
 To advance the health and wellbeing of the club participants.
 To promote the sport of rugby to under 18's in the Fraserburgh area through a primary school programmes and our youth training section focusing on the sport and healthy physical activity levels.

Summary of the main activities in relation to these objects

Delivering weekly training sessions for all age groups.
 Competitive opportunities through Scottish Rugby Union

APPENDIX 1

Achievements and performance

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

Mens (18+) section numbers slightly reduced with a difficult end to the 24/25 season. Just one fixture unfulfilled.

Ladies (18+) section numbers were steady but still low for the section throughout. Recruitment has been slow.

Youth (S1 to S6) Section – Numbers grew as the U14 Girls had more competitive fixtures. The U13-U14 Boys competed in their first league and Clublean cup.

Mini Micros (P1 to P7) Section – Continued to see good membership retention with steady numbers throughout due to continuity of coaches available. Recruitment slow due to lack of community coach.

Financial review

Brief statement of the charity's policy on reserves

N/A

Details of any deficit

N/A

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)	Club President	Club Secretary
Date	10.12.25	10.12.25

FRASERBURGH RUGBY FOOTBALL CLUB

CONSTITUTION

1. Name

The name of the organisation shall be “Fraserburgh Rugby Football Club”, hereinafter referred to as the ‘Club’.

Scottish Charity Register (OSCR) Registered - Unincorporated Association –
SC051018

2. Objectives

The purpose of the Club shall be to advance the public participation in sport and in particular the sport of Rugby, and in furtherance of this:

- a) The organisation, management and development of the Club are committed to encouraging the highest ethical standards. All individuals involved with the Club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner.
- b) Membership of appropriate leagues for the purpose of establishing regular competitive play for the club’s representative team(s).
- c) The provision of training and playing facilities for its members.
- d) Promoting and maintaining the highest standards of technical competence and safety in the sport.
- e) Upholding the rules of the sport.
- f) Providing equal opportunities for successful participation by all section of the community.
- g) The promotion of the sport.
- h) Provide a safe and inclusive training opportunity to the public.
- i) To advance the health and wellbeing of the club participants.
- j) To promote the sport of rugby to under 11’s in the Fraserburgh area through a primary school programme focusing on the sport and healthy physical activity levels
- k) To provide education on the rules of the sport to all club participants to ensure safety is paramount at all times.

3. Affiliation

The Club shall be affiliated to and be bound by the rules of the Scottish Rugby Union, the National Governing Body.

4. Membership

All members are subject to the Constitution of the Club and the rules and regulations of the National Governing Body.

The membership shall consist of the following categories:

- i. Playing (Adult/ Junior) - Full Member
- ii. Non Playing - Full Member
- iii. Social Member
- IV. Apprentice/Student – Full Member
- V Coach (qualified)

4. Membership - continued

- a) Membership is open to all and no application for membership will be refused on other than reasonable grounds.
- b) There will be no discrimination on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex; sexual orientation, political or other opinion.
- c) All applications for membership shall be submitted to the Management Committee.
- d) Members in each category shall pay membership fees as fixed at each Annual General Meeting. The Club in General Meeting may also require Members to contribute to the funds of the Club by way of a special levy.
- e) Only full members whose current subscriptions have been paid, may vote at any General or Annual General Meeting. In the instance of mini or youth members they shall have one vote that can be submitted by proxy via parent or guardian
- f) Fully paid up members may be elected and serve on the Club Committee.
- g) All members will receive a copy of the relevant Code of Conduct, a copy of the Club's Child Protection Policy and a copy of the Constitution.
- h) All members joining the Club shall be deemed to accept the terms of this constitution and any rules and regulations adopted by the Club, in particular without prejudice to the foregoing generality, the requirement to conduct themselves in accordance with the Club's ethical framework, ethos and the rules and regulations as to discipline set out therein.

- i) At the discretion of the executive committee a volunteer may be offered social (non-voting) membership of the club, in recognition of work carried out.

5. Suspension, Refusal or Termination of Membership

- a) The management committee shall be entitled to:
 - i) Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the club as set out in Rule 2 of this constitution.
 - ii) For good and sufficient reason to refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the full management committee before a final decision is made.
- b) The member may apply for reinstatement at the next General Meeting.
- c) Any member who fails to pay their fees by the date required shall forfeit their right to representation on the Club Committee and at General Meetings, and shall be suspended from taking part in any event under the control of the Club until such fees are paid.
- d) Any member under suspension shall be barred from taking part in any match or event under the control of the Club.
- e) The Club Committee shall inform the member in writing of any decision to terminate their membership.
- f) Notification of the termination of a membership will be forwarded to the National Governing Body.

6. General Meetings

- a) Annual General Meeting (AGM)

The AGM shall be held each year at such time and place as determined by the Club Committee, at approximately twelve monthly intervals, but no more than fourteen months after the date of the previous AGM. At each AGM the following business shall be conducted:

- i. Receive and confirm the minutes of the previous AGM.
- ii. Presentation of the Clubs financial accounts for the year by the Honorary Treasurer.
- iii. Approval of annual accounts.
- iv. Presentation of Clubs projected financial situation for the forthcoming year, and the setting of all fees.
- v. Presentation of the President's and Director of Rugby reports.
- vi. Election of officers to the Club Committee.
- vii. Consider changes to the constitution.
- viii. Review and consider any rule and regulations.

- ix. Any other business brought before the meeting which has been submitted in writing to the Secretary not less than seven days prior to the AGM, and any other business deemed relevant by the President.

Notice for an AGM shall be a minimum of twenty one days.

A quorum for an AGM shall be five members.

b) Extraordinary General Meeting (EGM)

An EGM may be called upon the written demand of:

- i. 33% of the membership.
- ii. The President.
- iii. 2/3 majority of the Management Committee.

Notice for an EGM shall be of a minimum of fourteen days notice, and stating the business to be discussed.

7. Rules for General Meetings

- a) A minimum of twenty one days notice in writing shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
- b) The President, or in his/her absence a member selected by the meeting, will take the Chair.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) Each full member shall have one vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) The quorum shall be 25% of those eligible to vote, or 5 such members, whichever is the smaller.
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

8. Election of Officers To The Club Committee

- a) The members of the Club Committee shall be drawn from the membership, as defined in clause 4 of this Constitution. This is with exception of the club Director of Rugby / Coach Coordinator. This position shall be appointed through the Board of Trustees. External charity trustees may also be appointed to the Board of Trustees as non club members.

- b) Candidates shall be elected by paper ballot at the AGM, and shall be members of the Club Committee from the conclusion of that AGM until the conclusion of the following AGM.
- c) All nominations of candidates for election shall: have the consent of the nominee; be in writing; be seconded; be received by the Secretary not less than fourteen days before the AGM.
- d) Uncontested posts may be filled by nomination(s) and election at the AGM.
- e) The Secretary shall send all members a list of all nominations not less than seven days prior to the AGM.

9. Members Of The Club Committee

- a. The Club Committee shall consist of the following Voting Officers:

Board of Trustees

Club President (Chair)
 Vice President
 Secretary
 Treasurer
 External Trustee(s)

Committee Voting Members

Sponsorship Convenor
 Social Convenor
 Social Media Secretary
 Funding Coordinator
 Director of Rugby/Coach Coordinator
 Director of Youth Rugby
 Facilities Manager
 Team Manager (Mens)
 Team Manager (Ladies)
 Team Manager (Youth Boys)
 Team Manager (Youth Girls)
 Team Manager (Mini Micros)

- b. All the above shall be entitled to one vote each at General Meetings, except the Chair & External Trustees.
- c. The Club Committee shall consist of the following Non Voting Officers:

Committee Non Voting Members

Funding Application Manager
 Child Protection Officer
 International Ticket Officer
 Fixture Secretaries

Mini Micro Convenor
Youth Convenor(s)
Lead Coaches
Team Captains

- d. The committee may co-opt any member to any unfilled post until the conclusion of the following AGM, providing that the number of co-optees shall not exceed one third of the total number of persons serving on the committee at that time.
- e. The Club Committee may appoint any sub-committees it may deem necessary to deal with the matters of the Club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the Club Committee by a representative elected by that sub-committee.
- f. The Club Committee shall consist of the following Non Voting Officers:

Committee Non Voting Members

Funding Application Manager
Child Protection Officer
International Ticket Officer
Fixture Secretaries
Mini Micro Convenor
Youth Convenor(s)
Lead Coaches
Team Captains

10. Rules For The Management Committee

- a) The President shall chair any Club Committee meetings, or in his/her absence one of either the Vice President or Secretary or a nominee from the committee in the event of all those mentioned being absent.
- b) Fourteen days notice of any meeting of the Management Committee shall be given by the Secretary, except when:
 - i) The date of the meeting had been agreed at the previous committee meeting, in which case seven days notice shall be given.
 - ii) In an emergency the President may call a meeting at four days notice.
- c) The quorum shall be five of those Officers entitled to vote, as listed at Rule 9.
- d) All members of the Club Committee as listed at Rule 9 a) shall be entitled to vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) Meetings shall be open to all members of the club.

11. Finance

- a) The income and property of the Club, however derived, shall be applied solely towards the objectives of the Club as set out in Rule 2, of this Constitution.
- b) The Club shall have the power to raise money by means of yearly affiliation fees and match fees as determined by the Club Committee at the Annual General Meeting.
- c) All monies shall be lodged in a bank account in the name of the Club.
- d) The President, Vice President, Secretary and Treasurer shall be authorised signatories to sign cheques on behalf of the Club, of which one signatory shall be needed. Club Treasurer shall be responsible for the business bank card. In order to approve a transaction with the card, another signatory shall be present to witness, or have given consent to the transaction with clear and concise communications.
- e) The financial year of the club shall run from April to March each year.

12. Amendments to the Constitution

- a) Any change to the Constitution shall require a two thirds majority of those present, eligible to vote and voting at a General Meeting.
- b) A proposal to change the Constitution must be submitted in writing to the Secretary who shall circulate the proposal to all members and allow seven days for submission of any amendments before calling a meeting in accordance with rule 7. a) above.
- c) All proposals to the Constitution shall be signed by two members eligible to vote at a General Meeting.
- d) When making changes to the constitution, the Board of Trustees must notify OSCR of changes that include: Change of address, change of register entry details, changes to governing document (other than name and purpose), any notification of dissolution. The OSCR guidelines should be referred to in these circumstances.
- e) Certain changes to the constitution must be applied for through OSCR online website. Such changes include: Name of Club, Primary objectives of club set out in clause 2, transfer of charity property or an amalgamation with another charity. The OSCR guidelines should be referred to in these circumstances.

13. The Dissolution Of The Club.

- a) Any resolution to dissolve the Club may be passed at any General Meeting provided that:

- i) the terms of the proposed resolution are received by the Secretary at least forty two days before the meeting at which the resolution is to be brought forward, and that
 - ii) at least twenty eight days of the proposed resolution shall be given in writing by the Secretary to all members, and that such a resolution shall receive the assent of two thirds of those present and are entitled to vote.
- b) If, upon the winding up or dissolution of the Club there remains after the satisfaction of all the Club's debts and liabilities any property whatsoever, the same shall be given or transferred to some other organisation or organisations having objects (that is, aims and activities) similar to the objects of the Club by Resolution passed at a General Meeting at or before the time of the dissolution, and in so far as effect cannot be given to such provision then to some charitable objects.

14. Declaration

It is hereby certified that this document represents a true and most up to date version of the Constitution of Fraserburgh Rugby Football Club.

Amendments approved by members at AGM, May, 2025:

Section 1 - Scottish Charity number added

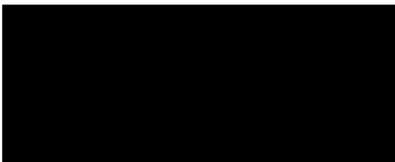
Section 7 (C) – Removed registration for annual general meetings

Section 8 (A) – Language changed to reflect Board of Trustees and external trustees

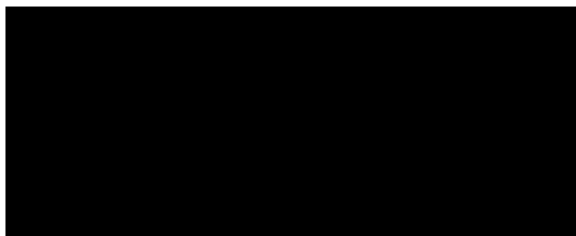
Section 9 – Updated to include new committee structure

Section 12 (D & E) – Sub sections added to reflect actions required to be taken as per OSCR guidelines

Date – 12.06.25



Date – 12.06.25





Independent Examiner's Report to the Committee of Fraserburgh Rugby Club
I report on the accounts of the charity for the year ended 31 March 2025.

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.

The charity trustees consider that the audit requirement of Regulation 10 (1) (a) to (c) 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 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, and
 - To prepare the accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave 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.

Date: 26/05/2025

FRASERBURGH RUGBY CLUB
FOR THE YEAR ENDED 31 MARCH 2025
INCOME AND EXPENDITURE ACCOUNT AND BALANCE SHEET

	<u>2025</u>	<u>2024</u>
INCOME		
Membership	6,590	5,500
Merchandise/Kit	2,745	3,013
Hospitality	4,165	5,344
Fundraising	2,388	5,843
Sponsorship/ Grants	9,653	19,888
Tickets/Tours	1,480	2,846
Transport	4,166	1,985
Sundry	1,837	966
Business transfer	1,817	7,666
Pitch Hire	150	
Donations	820	1,302
	<u>35,809</u>	<u>54,354</u>
EXPENDITURE		
Donations	50	350
Tickets for sponsors	2,040	2,843
Training	310	340
Hospitality	7,172	3,565
Facilities/Equipment	5,638	11,645
Membership	175	90
Merchandise	5,957	4,601
Sundry	3,231	3,352
Transport	4,048	1,900
Development officer fund	2,477	9,491
Tour Costs	1,812	8,296
Fund Raising/ Promotion	1,049	2,638
	<u>33,956</u>	<u>49,112</u>
PROFIT / (DEFICIT) FOR THE YEAR	<u>1,853</u>	<u>5,242</u>

BALANCE SHEET AT 31 MARCH 2025

ASSETS		
Bank Accounts	<u>24,822</u>	<u>22,970</u>
TOTALS		
Opening Balance	22,970	17,728
Movement In The Year	<u>1,853</u> <u>24,822</u>	<u>5,242</u> <u>22,970</u>
General Account		
BALANCE AT 31 MARCH 2025	15,871	14,270
Development Accounts		
BALANCE AT 31 MARCH 2025	8,950	8,700
	<u>24,822</u>	<u>22,970</u>



Date

26/05/2025

FRASERBURGH RUGBY CLUB
FOR THE YEAR ENDED 31 MARCH 2025
INCOME AND EXPENDITURE ACCOUNT AND BALANCE SHEET
Business

	<u>2025</u>	<u>2024</u>
INCOME		
Membership	5,585	4,870
Merchandise/Kit	2,696	2,899
Hospitality	4,135	4,084
Fundraising	2,357	5,770
Sponsorship/ Grants	9,353	19,888
Tickets/Tours	1,480	2,846
Transport	4,166	1,985
Donations	820	1,302
Pitch Hire	150	-
Sundry	1,837	966
	<u>32,578</u>	<u>44,611</u>
EXPENDITURE		
Donations	50	350
Tickets for sponsors	2,040	2,843
Training	310	340
Hospitality	7,048	3,540
Facilities/Equipment	5,638	11,600
Membership	175	90
Merchandise/Kit	5,763	4,576
Sundry	3,201	3,352
Transport	4,048	1,900
Tour Costs/Development Transfer	1,812	8,296
Fund Raising/ Promotion	894	1,079
Development Officer Fund	-	906
	<u>30,977</u>	<u>38,874</u>
PROFIT / (DEFICIT) FOR THE YEAR	<u>1,601</u>	<u>5,737</u>

BALANCE SHEET AT 31 MARCH 2025

ASSETS

Bank Accounts	<u>15,871</u>	<u>14,270</u>
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TOTALS

Opening Balance	14,270	8,533
Movement In The Year	<u>1,601</u>	<u>5,737</u>
	<u>15,871</u>	<u>14,270</u>

General Account

BALANCE AT 31 MARCH 2025	15,871	14,270
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Development Accounts

BALANCE AT 31 MARCH 2025		
	<u>15,871</u>	<u>14,270</u>

Date

26/05/2025

FRASERBURGH RUGBY CLUB
FOR THE YEAR ENDED 31 MARCH 2025
INCOME AND EXPENDITURE ACCOUNT AND BALANCE SHEET
Development

	<u>2025</u>	<u>2024</u>
INCOME		
Fundraising	31	73
Business transfer	1,817	7,666
Sponsor	300	-
Merchandise / Kit	49	114
Membership	1,005	630
Functions / Events	30	1,260
	<u>3,232</u>	<u>9,743</u>
EXPENDITURE		
Facilities/Equipment	-	45
Business transfer	155	1,559
Development Officer Fund	2,477	8,584
Functions / Events	124	25
Merchandise / Kit	194	25
Misc	32	-
	<u>2,981</u>	<u>10,238</u>
PROFIT / (DEFICIT) FOR THE YEAR	<u>250</u>	<u>- 495</u>
BALANCE SHEET AT 31 MARCH 2025		
ASSETS		
Bank Accounts	<u>8,950</u>	<u>8,700</u>
TOTALS		
Opening Balance	8,700	9,195
Movement In The Year	<u>250</u> <u>8,950</u>	<u>- 495</u> <u>8,700</u>
Development Accounts		
BALANCE AT 31 MARCH 2025	<u>8,950</u>	<u>8,700</u>
	<u>8,950</u>	<u>8,700</u>

Date

26/05/2025