

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 Burnbraes Park

SC051754

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		Chair		
2		Secretary		
3		Treasurer		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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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
N/A	

Structure, governance and management

Type of governing document

SCIO Constitution

Trustee recruitment and appointment

There shall be a minimum of 3 and a maximum of 9 Trustees. Initial Trustees were recruited from the SCIO's membership from date of incorporation.

Trustees may be appointed by members or co-opted on the basis of specialist relevant experience or skills or nominated by a body with which Friends of Burnbraes Park has close contact or elected/re-elected at the AGMs.

At each AGM all trustees shall retire from office but shall be eligible for re-appointment under that clause.

Objectives and activities

Charitable purposes

- (a) 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
- (b) advancement of environmental protection or improvement
- (c) the advancement of citizenship or community development

Summary of the main activities in relation to these objects

1. Raising public awareness of the park.
2. Providing a focal point for discussion of issues relating to the park.
3. Improving provision of play equipment and other facilities in the park in partnership with South Lanarkshire Council.
4. Working with South Lanarkshire Council, the police and the local community to maintain the park in a good state.
5. Enhancing the built, natural and planted environment of the park.
6. Increasing accessibility and enjoyment of the park for the whole community including those with disabilities.
7. Arranging events and activities to promote use of the park.
8. Encouraging schools and other groups to use the park.
9. Encouraging volunteering to support the above

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Achievements and performance

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

During 2024 we have input to the Tweed Forum's plan to improve the geomorphology of the Burn. A particular focus has been on replacement of the middle bridge.

We worked with a group of pupils from Biggar High School's Horticulture course to prune and maintain trees in the COVID memorial orchard.

We reported various maintenance issues to South Lanarkshire Council.

We held a public meeting to try to recruit new committee members and Trustees, but attendance was disappointing.

While Friends of Burnbraes Park continues to be active in caring for the park, the work which can be undertaken is currently limited by the small and aging committee.

Financial review

Brief statement of the charity's policy on reserves

Friends of Burnbraes do not own premises or employ staff, which limits the need to hold reserves, however we aim to hold reserves of approximately 10-20% of average annual turnover in case of the need for unexpected expenditure.

Details of any deficit

A very small deficit was recorded in 2024, but this has not significantly reduced reserves.

Donated facilities and services (if any)

None

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Other optional information

None

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)

Chair

Treasurer

Date

9/9/25

9/9/25

Friends of Burnbraes Park

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Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	1	2023		31	12	2023

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	63				63	1,645
Legacies					-	
Grants					-	495
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings	22				22	4
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	85	-	-	-	85	2,144
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	85	-	-	-	85	2,144
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	84	375			459	84
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	84	375	-	-	459	84
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	84	375	-	-	459	84
Net receipts / (payments)	1	(375)	-	-	(374)	2,060
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	1	(375)	-	-	(374)	2,060

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	1,565	495			2,060	
	Surplus / (deficit) shown on receipts and payments account	1	(375)			(374)	
						-	
						-	
	Cash and bank balances at end of year	1,566	120	-	-	1,686	-
	(Agree balances with receipts and payments account(s))						2,060

	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					
		Total	-	-	-

	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
approval9/19/25
9/19/25

Section C Notes to the Accounts

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

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C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

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
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C3b Trustee remuneration - details

Authority under which paid	£
None	

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
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C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
None	N/A		

C6 Other information

None

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Additional analysis (2)

5 Breakdown of unrestricted funds

	General Reserves	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	63				63	1,645
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings	22				22	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	85	-	-	-	85	1,645
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	85	-	-	-	85	1,645
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	84				84	84
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	84	-	-	-	84	84
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	84	-	-	-	84	84
Net receipts / (payments)	1	-	-	-	1	1,561
Transfers to / (from) funds					-	
Surplus / (deficit) for year	1	-	-	-	1	1,561

Nature and purpose of funds

To support future project to enhance Burnbraes Park in ways which are compatible with the group's charitable purposes.

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Additional analysis (3)

6 Breakdown of restricted funds

	Community Council Microgrant - Park Day	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
Receipts						
Donations					-	
Legacies					-	
Grants					-	495
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	-	-	-	-	-	495
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	495
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	375				375	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	375	-	-	-	375	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	375	-	-	-	375	-
Net receipts / (payments)	(375)	-	-	-	(375)	495
Transfers to / (from) funds						
Surplus / (deficit) for year	(375)	-	-	-	(375)	495
Nature and purpose of funds						
To contribute to the costs of running Burnbraes Park Day						

**Report to the
trustees/members of**

**Registered charity
number**
**On the accounts of the
charity for the period**

Set out on pages

**Respective
responsibilities of
trustees and examiner**

**Basis of independent
examiner's statement**

**Independent examiner's
statement**

Signed:

Name:

**Relevant professional
qualification(s) or body
(if any):**

Address:

Independent examiner's report on the accounts

Friends of Burnbraes Park

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Period start date

Day
01

Month
01

Year
2024

to

Period end date

Day
31

Month
12

Year
2024

(remember to include the page
numbers of additional sheets)

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.

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.

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]

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.

Date:

24/09/25

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose