

3051815

East Neuk Community
Emergency Planning Team



Chairperson/Trustee Annual Report 2025

ENCEPT have met in 2025 to continue to plan how best to consolidate our resilience group and enable it to lie dormant but ready to activate immediately, should it be required. Whilst this is challenging, having up to date contact details for our local Community Councils, key people and groups, along with accessible, functioning resources, should enable us to do this successfully.

Encept have continued to plan for a Rest Centre exercise which we hope will take place in 2026. We aim to include other key organisations in the area such as East Neuk First Responders, RNLI, East Neuk Centre Trust and run this as a joint exercise.

We have also planned and practiced the use of our flood resources, meeting at Cornceres Farm using, puddle pumps, larger/trash pumps, generators, lights and of course water!

Storm Éowyn in January 2025, a very rare Met Office Red storm warning saw us activate our emergency plan. Whilst we played a minimal part, one key role was updating Fife Council on the actual situation in the East Neuk. We learned valuable lessons in a number of areas which will benefit us in future similar events. In particular communication, which was poorly co-ordinated between organisations and at times very confusing, power outage further exacerbated communication, with our reliance on broadband and poor mobile phone signal in the East Neuk. These learning points will make us stronger and more effective during future activations and have given us aspirations to work towards.

We have purchased and started a replacement programme for expired items in our Villages Emergency and First Aid kits. This will continue into 2026 with more engagement with Community Councils and local groups planned.

We were very pleased to welcome [REDACTED] onto the team this year but are set to lose another 2 members, so we will have to look at recruitment in the near future to allow us to continue our work to be ready should we be required. I would like to thank all team members for giving up their time to help achieve this, in particular [REDACTED] whose administrative work has been so essential.

[REDACTED]
Chairperson/ Community Emergency Co-ordinator
East Neuk Community Emergency Planning Team

Achievements

- Planned and practiced the use of flood resources
- Started renewal of expired goods in Emergency Kit bags
- Planned rest centre exercise

Aims

- Increase contact with Community Councils & local groups
- Delivery flood resources awareness training
- Carry out rest centre exercise
- Acquire identifiable waterproof emergency jackets/trousers
- Install permanent community generator

East Neuk Emergency Community Planning Team (ENCEPT)

Statement of Receipts and Payments for the year ended 06.04.25

Receipts	Unrestricted Funds	Restricted Funds	Year ended 06.04.25	Period ended 06.04.24
Donations				
Grants		£3,000		£3,500
Fundraising				
ENCEPT (SC050748)				
Total Receipts	£0	£3,000	£0	£3,500
Payments				
Governance costs				
Payment to ENCEPT				
Equipment/leaflets				£704.00
Utilities (phone)	£258.96		£258.96	£243.60
Insurance	£616.82		£616.82	£581.96
Room hire				£14.00
Total payments	£875.78		£875.78	£1,543.56
Surplus/deficit	£875.78	£6,500	£875.78	£1,639.80
Statement of balances	Unrestricted funds	Restricted funds	Total 2025	Total 2024
Balance as of 6th April 2024	£6,303.95	£3,500	£9,803.95	
Surplus/Deficit	£875.78		£875.78	£9,803.09
Closing Balance	£5,428.17	£6,500	£11,928.17	

Notes to the accounts

1. Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities Trustees (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the Trustees in furtherance of the objects of the charity. The Trustees maintain a single unrestricted fund for the day-to-day running of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. £2,000 is held Fife Water Safety Group for throwbags. £1,500 is held for safety signage for the Chain walk at Elie. £3,000 is held for safety markers along the coastal path.

3. Related party transactions

No remuneration was paid to the trustees during the period.

4. Donations

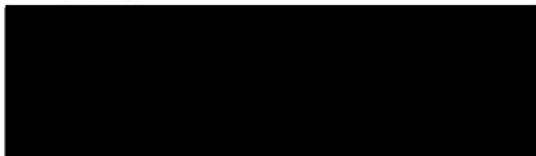
Nil

5. Grants received

£3,000

6. Governance Costs

Independent examiner



11-12-2025

APPENDIX 3



Independent examiner's report on the accounts

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Report to the trustees/members of Charity name
East Neuk Community Emergency Planning Team (ENCEPT)

Registered charity number SC051815

On the accounts of the charity for the period

Period start date				Period end date		
Day	Month	Year	to	Day	Month	Year
7	April	2024		6	April	2025

Set out on pages

(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.

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: 10/11/2025

Name:

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

Chartered Institute of Management Accountants

Address: