

APPENDIX 1



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	04	2024		31	03	2025

Reference and administration details

Charity name

Other names charity is known by

Registered charity number

Charity's principal address

Cruck Cottage Heritage

SC051820

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				
2		Chair (from 08.04.24)		
3		Chair (till 07.04.24)		
4				
5		Vice Chair (till 07.04.24)		
6				
7				
8		Vice Chair (from 08.04.24)		
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

The two-tier SCIO is governed in accordance with its written Constitution, approved by OSCR on 28 June 2022. The Constitution was amended in June 2024.

### Trustee recruitment and appointment

The Trustees are appointed from within the membership of the SCIO. Anyone expressing an interest in the work of the organisation is invited to observe a Board meeting before deciding whether or not to put themselves forward as a Trustee. Trustees may be targeted where a specific skill is required on the Board.

## Objectives and activities

### Charitable purposes

The organisation's charitable purposes are:

- The advancement of arts, heritage, culture or science.
- The advancement of citizenship or community development.

### Summary of the main activities in relation to these objects

The main activities delivered through the organisation's aims and objectives are:

- Ownership, restoration, repair, renovation and preservation for public benefit the historical, architectural and constructional heritage of Cruck Cottage, Torthorwald, Dumfries, DG1 3PS, being a Category A listed building and site of unique special interest.
- Promotion of the use of Cruck Cottage for the benefit of the local community and wider communities and interest groups.
- Collection and exhibition of articles, objects and artefacts and information relating to the history and social conditions of the Cruck Cottage, Torthorwald parish and neighbouring parishes.
- Raising funds and applying for grants to support the preservation and maintenance of the Cruck Cottage and equipment and materials required to keep the property in a clean and tidy condition.
- Organising and/or supporting events and special functions relating to the Cruck Cottage for the benefit of the community.

## APPENDIX 1

### Achievements and performance



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

The aims of Cruck Cottage Heritage are to preserve the Category A listed thatch cottage which sits on its original plot in Torthorwald, to open it as a museum and make both the building and its history accessible to visitors, both local, national and international. A talented and knowledgeable group of volunteers bring the site and its collection to life, as well as helping to maintain the structure and the grounds.

During 2024/25 the charity has continued its successful programme of Open Day events on a range of themes including butter making, the history and folklore of herbs, our ever popular Fairy Day, the Victorian Kitchen and Keeping House. In partnership with the Bruce Trust and its Robert the Bruce 750 celebrations, we held a very popular Medieval Kitchen event. We also opened as part of Scotland's Doors Open Days weekend, which coincided with Torthorwald village's Scarecrow event, and we produced our own scarecrow to support this event. We opened for a two-day Christmas weekend event - day one targeted at families, with a pop-up craft event on the second day. We piloted some evening events including a bat talk, a Traditional Halloween storytelling event and took part in the Moffat Eagle festival.

We continue to open by appointment for groups and these included a visit of 47 from the Mount Calvary Baptist Church, South Carolina, and a group from the Ukrainian community as part of a tour of the local area, along with visits from various club and WI's.

Visitors were also able to drop in, and we have had people from all over the world coming to our door. Visitor numbers have increased, as have donations.

We continue to promote the Cottage in the local media, through leaflets and posters, the website and social media. We were very grateful to Annan Camera Club who came to take photographs of the Cottage which we have been able to use to publicise our programmes.

In 2024 the organisation worked to put together the policies, procedures and processes to submit as part of the Museum Accreditation Scheme. The scheme is the industry standard for museums and galleries and makes sure that collections are managed properly, there is engagement with visitors and is governed appropriately.

Grants of £500 were received from Torthorwald Community Council's funds from Harestanes Community Benefit funding through Annandale and Nithsdale Community Benefit Company (ANCBC) and £500 from the New Scots Fund. The New Scots Fund allowed us to work with the Ukrainian community to welcome them to Scotland and included a Kitchen Ceilidh event, with performances and Scottish inspired food along with craft activities.

Working with Solway Heritage and Solicitors, McJarrow and Stevenson, transfer of ownership of the property from Solway Heritage to Cruck Cottage Heritage was progressed and Trustees worked hard to identify appropriate insurance for the Cottage. This year we commissioned repairs to the thatch, where the dry summer had created a gap in its cover.

Building on these successes, the SCIO has continued to deliver a programme of regular events in 2025, launched a digital guide and created a People's Fundraising page. We have worked with Community Enterprise to explore our governance and succession planning and hope that we will soon be an accredited museum and be able to draw down significant funding to develop the infrastructure of the site to ensure its resilience into the future.

## Financial review

### Brief statement of the charity's policy on reserves

Trustees have set aside in reserves £3,500 designated to cover emergency expenses or repairs. Trustees also set aside an amount annually to cover any known commitments during the year. The income and running costs of the organisation have historically been low but Trustees are actively fundraising in order to be able to have a higher level of reserves to make the organisation more financially secure, as well as to continue developing the offer in the museum to visitors and ensuring that the property is properly maintained.

### Details of any deficit

The SCIO has not incurred a financial deficit.

### Donated facilities and services (if any)

The SCIO benefits from time given by volunteers to carry out routine maintenance to the Cottage and garden (such as limewashing, cleaning, minor repairs, gardening). Volunteers have also planned and delivered a programme of events and talks and provided professional museum expertise to deliver accreditation. Volunteers include Trustees, family members of Trustees, members of the SCIO, villagers and local residents. Occasionally, the SCIO is gifted artefacts and items relevant to the period, to add to its collections.

## 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) Chair

Date 18 October 2025

18 October 2025



## Cruck Cottage Heritage

SC051820



Receipts and payments accounts						
For the period from	01-Apr-23			to	31-Mar-24	
	01	04	2024		31	03

## 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 £
<b>A1 Receipts</b>						
Donations	3,065				3,065	
Legacies					-	
Grants	1,000				1,000	
Receipts from fundraising activities	1,149				1,149	
Gross trading receipts					-	
Income from investments other than land and buildings	68				68	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
<b>A1 Sub total</b>	<b>5,282</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,282</b>	<b>-</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>5,282</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,282</b>	<b>-</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	124				124	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	1,492				1,492	
Grants and donations					-	
Governance costs	1,604				1,604	
					-	
					-	
					-	
					-	
<b>A3 Sub total</b>	<b>3,220</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,220</b>	<b>-</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>3,220</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,220</b>	<b>-</b>
<b>Net receipts / (payments)</b>	<b>2,062</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,062</b>	<b>-</b>
<b>A5 Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>2,062</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,062</b>	<b>-</b>

## 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	£
Roof, chimney and floor repairs	Torthorwald Community Council	1	500
New Scots Project - Traditions in a Scottish Home	Third Sector Dumfries and Galloway	1	500
Total			1,000

**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	£

**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 (£)

**C6 Other information**

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## 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	4,902	-	-	-	4,902	-
	Surplus / (deficit) shown on receipts and payments account	2,062				2,062	
						-	
						-	
	Cash and bank balances at end of year	6,964	-	-	-	6,964	-
	(Agree balances with receipts and payments account(s))						

Categories	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

Categories	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	-	-	-

Categories	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

Categories	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 approval

18 October 2025

18 October 2025

## Cruck Cottage Heritage

SC051820

## Additional analysis (1)

## Analysis of receipts and payments

## 1 Donations

	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 £
Cash Donations from Visitors	324				324	
Donations from Solway Heritage		2,741			2,741	
					-	
					-	
Total	324	2,741	-	-	3,065	-

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Torthorwald Community Council - Harestanes Windfarm Grant		500	500	
Third Sector Dumfries and Galloway - New Scots Grant		500	500	
			-	
			-	
Total		1,000	1,000	-

## 3 Gross receipts from other charitable activities

	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 £
Donations from Visitors to Programme of Events	722				722	
Donations from Hosted Talks and Visits	428				428	
Bank Interest	68				68	
					-	
					-	
Total	1,217	-	-	-	1,217	-

## 4 Payments relating directly to charitable activities

	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 £
Expenses for fundraising activities	124				124	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	1,492				1,492	
Grants and donations					-	
Governance costs	1,604				1,604	
					-	
					-	
					-	
					-	
Total	3,220	-	-	-	3,220	-

## Additional analysis (2)

## 5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	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
<b>Receipts</b>						
Donations	3,065				3,065	
Legacies					-	
Grants	1,000				1,000	
Receipts from fundraising activities	1,149				1,149	
Gross trading receipts					-	
Income from investments other than land and buildings	68				68	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	<b>5,282</b>	-	-	-	<b>5,282</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>Total receipts</b>	<b>5,282</b>	-	-	-	<b>5,282</b>	-
<b>Payments</b>						
Expenses for fundraising activities	124				124	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	1,492				1,492	
Grants and donations					-	
Governance costs	1,604				1,604	
					-	
					-	
					-	
<b>Sub total</b>	<b>3,220</b>	-	-	-	<b>3,220</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>Total payments</b>	<b>3,220</b>	-	-	-	<b>3,220</b>	-
<b>Net receipts / (payments)</b>	<b>2,062</b>	-	-	-	<b>2,062</b>	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>2,062</b>	-	-	-	<b>2,062</b>	-

## Nature and purpose of funds

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## Cruck Cottage Heritage

SC051820

## Additional analysis (3)

## 6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	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
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants					-	
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>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs					-	
					-	
					-	
					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	-
<b>Net receipts / (payments)</b>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	-
<b>Nature and purpose of funds</b>						

# APPENDIX 3



		Independent examiner's report on the accounts						v2	
Report to the trustees/members of	Charity name	Cruck Cottage Heritage							
	Registered charity number	SC051820							
On the accounts of the charity for the period	Period start date				Period end date				
	Day	Month	Year	to	Day	Month	Year		
	01	04	2024		31	03	2025		
Set out on pages								(remember to include the page numbers of additional sheets)	
Respective responsibilities of trustees and examiner	<p>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.</p>								
Basis of independent examiner's statement	<p>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.</p>								
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p>								
	<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> <p>have not been met, or</p> <ol style="list-style-type: none"> <li>to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</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.

## 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