



Musselburgh & District Athletic Club – Chairperson’s Report – May 2025

Overview

All sections of the Club have been very active in the past year. We have increased membership and participated in many different events and activities. We have also seen success at both an individual and team level and this is to be celebrated. All of this will be discussed further in the Juniors and Adults report.

None of this would have been possible without the help of all volunteers in the Club and I would like to thank each and every one of them for their time, effort and commitment. At the back of this report is a structure chart which details the various roles members and parents undertake. There will be a role for you at the Club if you want to get involved – we have something for every skillset.

I will use this report to focus on the more strategic aspects and developments for the Club and will let the individual reports focus on the most important part of our activities – the running and athletics.

Review of the Past Year

In 2023, the Club became a Scottish Charitable Organisation, registered with the Office of the Scottish Charity Regulator. This brings lots of advantages and puts the Club in a better position to apply for funding as well as bringing protections for the people who manage the Club – the Board of Trustees. We also have increased responsibilities and scrutiny and have been working with Scottish Athletics to ensure we maintain high standards of governance.

The Club is run by a Board of Trustees. We want to ensure that everything we do is in the best interests of the Club and our members. Minutes from our regular meetings and presentations are posted on Team App and members are encouraged to attend so that they can better understand the workings of the Club and express their thoughts and opinions.

The Board has discussed at length whether to join Scottish Athletics Club Development Scheme. It is a simple scheme which involves the club, Scottish athletics and local partners jointly investing to fund and employ, normally a part-time Club Together project post, to help the club develop and improve. Ultimately the aim is to increase participation and improve athlete performances within clubs.

The Club would need to raise in the region of £9,000 per annum and the Board believe that to do this would remove our focus from running the Club and so have decided not to pursue the scheme at this time. We will revisit this decision in the future.

In the Treasurer’s Report we will discuss that a loss has been incurred for the second successive year. This is due primarily to the hire of training facilities to support the development of the Club and its members which has been reflected in strong athletics performances. The financial reserves remain healthy but the Board would not wish to see



them reduce further. To ensure that the Club remains viable, the Board has agreed to change the membership fees for Juniors to a monthly payment of £20 per month with further reduced options for second children in the family. Fees for adults have increased by £5 to £40 per annum and we intend to use the increased revenue to invest in new Jog Leaders and Coaches. Our overall aim is to secure the future of the Club at an affordable price for members. Furthermore, we offer bursary schemes for both Juniors and Adults to ensure that cost is never a barrier to membership.

Our finances continue to be supported by a healthy profit made on our annual Festival Race. In 2024 this stood at over £1,000 and thanks to [REDACTED] and his team of enthusiastic volunteers for making this happen.

We believe we need to continue to strengthen the foundations of the Club and to this end we have put in place two new roles:

- Volunteer Coordinator
[REDACTED] has agreed to become our first Volunteer Coordinator. Lynne's role will be to identify where we need help and assistance, recruit people into roles and look after our existing volunteers.

From 2-8 June is Volunteers Week and we have prepared a series of interviews and presentations to showcase how members can help the Club develop and grow whilst also benefitting their own self-esteem.

- Social Media Coordinator
One of the best ways for the Club to publicise its activities is through social media. [REDACTED] has agreed to take on a social media role within the Club and over the past few months our online promotions have become far more professional and informative. We will continue to work on promoting the Club and all ideas are welcome as to how we can do this.

Membership

Our current numbers are set out below:

Section	2024/25	2023/24
Juniors (incl. first claim TEL)	99	103
Adults	81	71
Students	3	0

Junior numbers have remained constant and it is pleasing to see a 14% increase in adult membership driven by schemes such as Scottish Half-Marathon and Edinburgh Marathon Festival training.



Plans for 2025/26

Our activities in the year ahead will continue to be shaped by the demands of our members.

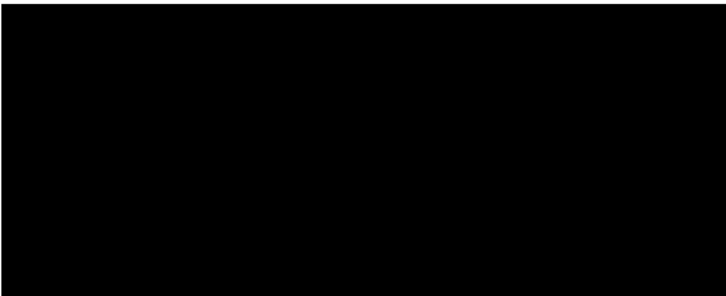
Without sounding too formal, I would like for the Club to put in place a Development Plan to give the Club and the Board a focus and realisable targets for the next two to three years. This activity should be member-led and the Board has discussed issuing a survey. Hopefully this will be out in the next couple of months and on the back of this a Development Plan will be put in place. However, if you have ideas already, don't wait for the survey, please speak with myself, or one of the other trustees.

Our focus will remain on offering the best opportunities we can for people of all abilities to pursue athletics and running in Musselburgh, and the surrounding area.

Thanks

The final part of my report is dedicated to all of the volunteers who give up their time selflessly to help the Club.

Thanks to all of the members of the Board who offer insight and expertise in helping to run the Club. All members who have served on the Board and Committee in the past year are listed below:



Thank you also to our army of Coaches, Jog Leaders and Volunteer Helpers. Each and every one of you plays a vital role in the success of the Club.

My final note of thanks is for [REDACTED] and [REDACTED]. Both are retiring from the Board and have been tremendous servants to the Club over many years. Luckily they will continue to work as Coaches at the Club, continuing to develop our athletes.



Musselburgh and District Athletic Club

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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
	01	April	2024		31	March	2025

Section A Statement of receipts and payments

	Unrestricted to nearest £	Restricted funds to nearest £	Expendable to nearest £	Permanent to nearest £	Total funds to nearest £	Total funds last to nearest £
A1 Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than					-	
Rents from land & buildings					-	
Gross receipts from other charitable	20,775				20,775	
					-	
A1 Sub total	20,775	-	-	-	20,775	-
A2 Receipts from asset & investment						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	20,775	-	-	-	20,775	-
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable	22,317				22,317	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	22,317	-	-	-	22,317	-
A4 Payments relating to asset and						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	22,317	-	-	-	22,317	-
Net receipts / (payments)	(1,542)	-	-	-	(1,542)	-
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(1,542)	-	-	-	(1,542)	-

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	8,918				8,918	
	Surplus / (deficit) shown on receipts and payments account	(1,542)				(1,542)	
						-	
						-	
	Cash and bank balances at end of year	7,376	-	-	-	7,376	-
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

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

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets					
	Total		-	-	-

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

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
B5 Contingent liabilities				
	Total		-	-

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
			02 May 2025

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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 £
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
			-	
Total	-	-	-	-

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 £
Race Entry Fees	5,812				5,812	
Membership Fees	12,735				12,735	
Apparel Purchases	432				432	
Club Event Income	789				789	
Bank Interest	7				7	
Fundraising	1,000				1,000	
					-	
					-	
Total	20,775	-	-	-	20,775	-

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 £
Club Administration	1,113				1,113	
Apparel	922				922	
Training course fees & coaching fees	1,792				1,792	
Competition Fees	1,965				1,965	
Venue Hire	9,230				9,230	
Scottish Athletics Fees	1,793				1,793	
Publicity	321				321	
Festival Race Fees	4,393				4,393	
Events	788				788	
					-	
					-	
Total	22,317	-	-	-	22,317	-

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Additional analysis (2)**5 Breakdown of unrestricted funds**

	Club General Fund	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					-	
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					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
					cross ref error	
Payments						
Expenses for fundraising activities					-	
Gross trading payments	-				-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
					cross ref error	
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
					cross ref error	

Nature and purpose of funds

The Club has no restricted funds. All funds have been raised through membership fees, event fees and from our annual membership race. All expenses relate to the running costs of the Club and these include payments for entry fees to events, hire of venues and transport and affiliation fees to our membership body, Scottish Athletics.

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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
Receipts						
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					-	
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	-	-	-	-	-	-
Payments relating to asset and investment						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
Nature and purpose of funds						

APPENDIX 3



		Independent examiner's report on the accounts						v2
Report to the trustees/members of Registered charity number On the accounts of the charity for the period Set out on pages	Charity name	Musselburgh and District Athletic Club						
	Registered charity number	SC052184						
	Period start date				Period end date			
	Day	Month	Year		Day	Month	Year	
	01	April	2024	to	31	March	2025	
							(remember to include the page numbers of additional sheets)	
Respective responsibilities of trustees and examiner Basis of independent examiner's statement Independent examiner's statement	<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> <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> <p>In the course of my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> 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 <p>have not been met, or</p> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 							
Signed: Name: Relevant professional qualification(s) or body (if any): Address:								

*Please delete the words in the brackets 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

N/A