

# APPENDIX 1

# OSCR

Scottish Charity Regulator  
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				To			

## Reference and administration details

Charity name  
Other names charity is known by  
Registered charity number  
Charity's principal address

SC
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				
2				
3				
4				
5				
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

Trustee recruitment and appointment

## Objectives and activities

Charitable purposes

Summary of the main activities  
in relation to these objects

**APPENDIX 1**

**Achievements and performance**

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

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**Financial review**

**Brief statement of the charity’s policy on reserves**

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**Details of any deficit**

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**Donated facilities and services (if any)**

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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) <i>OSCR will accept digital or typed signatures</i>		
Full name(s)		
Position (e.g. Chair)		
Date		

## APPENDIX 3



<b>Report to the trustees/members of</b>  <b>Registered charity number</b>  <b>On the accounts of the charity for the period</b>  <b>Set out on pages</b>	<b>Independent examiner's report on the accounts</b> v2						
	<b>Balbirnie's Future Foundation</b>						
	<b>SC502285</b>						
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
01	February	2024	to	31	January	2025	
<b>Set out on pages</b>	Pages 1 to 2 IE Report P1 and attached accounts P2					(remember to include the page numbers of additional sheets)	
<b>Respective responsibilities of trustees and examiner</b>	<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>						
<b>Basis of independent examiner's statement</b>	<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>						
<b>Independent examiner's statement</b>	<p>In the course of my examination, no matter has come to my attention:</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>						
<b>Signed**:</b>	David Thomson			<b>Date:</b>	24 October 2025		
<b>Name:</b>	George David Andrew Thomson						
<b>Relevant professional qualification(s) or body (if any):</b>	CGMA CIMA – Chartered Institute of Global Management Accountants						
<b>Address:</b>	15 Fernhill Drive						
	Windygates						
	Leven						
	FIFE KY8 5ED						

\*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.

\*\* OSCR will accept digital or typed signatures

**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**

## BALBIRNIE'S FUTURE TRUST

### Profit & Loss Account 2024/25

INCOME	£
Large Grants	0.00
Small Grants	12,128.71
Donations	1,071.17
Other Income	0.00
<b>Total Income</b>	<b>13,199.88</b>

EXPENDITURE	
Subcontractor payments	20,375.59
Rent	0.00
Purchase of Equipment	3,234.77
Printing & Stationery	696.10
Travel Expenses	75.30
Protective Workwear	182.88
Volunteer expense/refreshments	1,165.39
Memberships & Insurance	987.54
Miscellaneous costs	0.00
<b>Total Expenditure</b>	<b>26,717.57</b>

<b>Surplus / (Deficit) for the year</b>	<b>-13,517.69</b>
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### Balance Sheet as at 31 January 2025

	£
Fixtures & Fittings	0.00
<b>Total Fixed Assets</b>	<b>0.00</b>

Cash in Hand	11.67
Cash at Bank	8,714.89
<b>Cash at Bank and in Hand</b>	<b>8,726.56</b>

<b>Debtors</b>	<b>0.00</b>
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Creditors - Amy Thomson	0.00
Other Creditors	0.00
<b>Total Creditors</b>	<b>0.00</b>

<b>Net Current Assets</b>	<b>8,726.56</b>
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Retained Earnings	22,244.25
Surplus / Deficit (-)	-13,517.69
<b>Charity Funds</b>	<b>8,726.56</b>

## **Balbirnie's Future Foundation (BFF) SC052285**

### **Chair Report - Year End 31 January 2025**

I write on behalf of the Chair and Trustees as the Overseer and Youth Mentor of BFF. This year marked steady growth, reflection, and reconnection - a time of consolidating our programmes, nurturing young leaders, and strengthening our community roots.

#### **Overview**

BFF remains a youth-led, community project linking people of all ages through practical action, shared learning, and care for Balbirnie Park.

Our focus has been stability, partnership-building, and creating consistent opportunities for young people to gain confidence, skills, and belonging.

#### **Delivery Summary**

From February 2024 to January 2025, BFF delivered over 120 sessions, including:

- 20+ school sessions across local primaries and Balbirnie Park
- 34 community sessions and 12+ youth-led tree plantings • 44 tree aftercare sessions
- 7 monthly youth litter-picks plus several holiday clean-ups
- 16 weekday "Wellness" sessions with outdoor arts, crafts, and wellbeing walks
- The Golden Orchard Fruit Tree Planting event with Tree Wardens and Fife Coast & Countryside Trust

More than 180 participants - young people, families, and community members - engaged through volunteering, leadership, and partnership activities.

#### **Key Outcomes**

- 6 young people supported into employment, college, or training via BFF mentoring
- Strengthened relationships with schools, councillors, and Markinch Forum
- Young Leaders gained accredited youth work and outdoor leadership awards

#### **Finance & Governance**

Accounts have been independently verified and meet OSCR standards. Expenditure aligned with project outcomes, funders and community benefit. Charity Funds Closing Balance as at Year End 2025 was £8,726.56. Trustees continued to review governance, budgets and policies while embedding a shared-leadership model for resilience and continuity.

#### **Looking Ahead**

The coming year focuses on:

- Expanding the Brighter Fairer Futures - Young Leader Programme
- Deepening school and community partnerships and deliver a Balbirnie whole park plan
- Securing sustainable funding towards April 2026

BFF will continue to root local action in purpose and inclusion - enabling young people to lead, adults to mentor, and community and nature to thrive together.

With thanks to our young people, trustees, and partners,

Amy Thomson  
BFF Overseer & Youth Mentor  
(On behalf of the Chair and Trustees)  
Balbirnie's Future Foundation - SC052285