

APPENDIX 1



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	01	10	2023	To	30	09	2024

Reference and administration details

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

Heathhall Community Centre
HCC
SCO52868

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			

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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

Structure, governance and management

Type of governing document

The structure of the organisation consists of:

- (a) the MEMBERS - who have the right to participate in members' meetings (including any annual members' meeting) and have important powers under the constitution; for example, the members elect people to serve on the board.
- (b) the BOARD – (also known as Trustees) who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.

Trustee recruitment and appointment

Trustees are elected at the annual general meeting which is held in October. There must be a minimum of four and a maximum of twelve trustees.

Objectives and activities

Charitable purposes

The Committee's objectives are set out below, all relative to primarily, but not limited to, benefit the inhabitants of Heathhall Community Council area:

- a. The advancement of health and well-being; physical and mental.
- b. The advancement of citizenship and community development.
- c. The provision of recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life (including social and physical) for the persons for whom the facilities or activities are primarily intended.
- d. Any other purpose that may reasonably be regarded as analogous to any of the preceding purposes.

Summary of the main activities in relation to these objects

Our main role is the day to day running and maintenance of the Centre. We have over 300 people weekly through the door, from our groups who hire the hall and our own activities. These include kids and adult crafts, bingo, quiz and race nights as well as a large-scale family fun event annually.

Although our primary focus is for Heathhall residents, we have visitors from all over our region. We have a variety of circumstances, from physical and intellectual disabilities, long-term conditions, families, carers, older adult, young people and children.

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Achievements and performance

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

The last year has been another busy one for us.

In October last year we became a charity registering with OSCR. We started the year with 5 Trustees and [REDACTED] have joined us as co options. We also have a small band of occasional volunteers helping out where needed.

The centre continues to be well used with a wide range of activities for all age groups, & most weekends are busy with private lets.

Our Treasure [REDACTED] has been working hard at applying for grants on our behalf: notably obtaining funding for replacing the main hall floor. Other successful applications have funded the big event held in May-ANCBC via Foundation Scotland-The Scottish Book Trust used for workshops; funding to help with utility costs, National Data Bank Sim cards, work continues to try fund refurbishment of the toilets, update the sound system & to pay a freelance Development Worker.

Our core volunteers are PVG assessed. [REDACTED] are First Aid & Basic Life Support trained.

We have begun a partnership with Cloverglenn activity centre for young people & adults with special needs. They run a Community Soup social on a Monday in the Pavilion Hall & help us with outside work & gardening.

Together with the Community Council a group has been working on replacing the Playpark outside the hall. We have also begun to formulate a Local Place Plan.

Feedback collected from the big Fun Day event held in May inside & outside was positive & encouraging & enables adjustments & improvements to be made for 2025 when we will be celebrating the 30th anniversary of the main hall.

Events held & run by the volunteers over the year include Arty Crafty kids sessions; Adult Craft sessions; Family Race night & Family Prize bingo; Quiz night; Halloween disco; Craft Fair with Coffee morning & Santa; new this year a summer holiday club; [REDACTED] also runs a weekly Kids Lego club.

Financial review

Brief statement of the charity's policy on reserves

The trustees' policy is to retain 6 months of essential running costs in order to meet commitments and to cover any unexpected expenditure. Six months basic running costs stands at £9000 and reserves are well in excess of this at 26211 (around half is restricted funding).

The reserves that we have set aside provide financial stability and the means for the development of our principal activity. Six months running costs includes:

- a. utilities
- b. emergency repairs & maintenance

Details of any deficit	NA
Donated facilities and services (if any)	The building and grounds are owned by Dumfries & Galloway Council. However, HCC are responsible for the day to day running and maintenance expenses of the facility.

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Other optional information

We maintain good working relationships with Dumfries & Galloway Council, the local Primary School & recently have developed links with Wheatley Builders.

The building is owned by Dumfries & Galloway Council, who keep it wind & watertight & are responsible for lighting & heating repairs. The car park has been white lined & extra disabled spaces included, the centre has been assessed for further Fire Safety measures to be put in place. With DGC permission we are able to use the green at the rear of the building for events etc.

Our greatest assets are our volunteers; without them there would be no viable community centre. Big thanks to each & everyone one of them who helps out. That being said we have recently been recruiting as you can never have enough of a good thing; we recently had a recruitment drive and are welcoming new members to committee and occasional volunteers at our AGM.

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)	TREASURER	SECRETARY
Date	29.10.24	29.10.24

Heathhall Community Centre
Statement of Income & Expenditure
For the Year to 30th September 2024

	2024		2023	
	£	£	£	£
INCOME				
Regular Lets	16,140.00		16,941.70	
Occasional Lets	3,484.75		2,053.00	
Bingo Income	1,208.40		1,300.95	
Projects Income	4,533.36		1,806.94	
Other Income	207.27		865.00	
Interest	-		-	
General Grants	-		3,337.31	
Specific Grants	6,900.00		-	
		32,473.78		26,304.90
EXPENDITURE				
Cleaning	9,119.33		4,284.74	
Repairs & Improvements	1,657.00		882.32	
Power & Water	6,731.74		16,216.64	
Insurance	1,029.70		495.37	
Admin / Phone Costs	475.35		90.55	
Equipment & Supplies	7,414.54		1,791.21	
Bingo Costs	622.26		568.24	
Honoraria			-	
Projects			509.90	
Other			3,013.47	
		27,049.92		27,852.44
SURPLUS/(DEFICIT)		<u>5,423.86</u>		<u>- 1,547.54</u>
REPRESENTED BY				
Cash at Bank		26,211.02		7,053.16
Cash in Hand		96.33		96.33
Debtors				-
		<u>26,307.35</u>		<u>7,149.49</u>
LIABILITIES				
Creditors		<u>13,734.00</u>		-
		<u>12,573.35</u>		<u>7,149.49</u>
Surplus b/fwd	7,149.49		8,697.03	
Surplus/(Deficit) for year	5,423.86		- 1,547.54	
		<u>12,573.35</u>		<u>7,149.49</u>
		-		-
		-		-

Signed on behalf of the Committee

Signed:

Date:

29th October 2024

I can confirm that the figures above represent a true record of the accounts of the Heathhall Community Centre for the year ended 30th September 2024, in line with the books and records thereof, which I have seen:

Signed:

Date:

29th October 2024

SC



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	10	2023		30	09	2024

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	207				207	
Grants		6,900			6,900	
Receipts from fundraising activities	4,533				4,533	
Gross trading receipts	19,625				19,625	
Gross receipts from other charitable activities	1,208				1,208	
					-	
A1 Sub total	25,574	6,900	-	-	32,474	-
Total receipts	25,574	6,900	-	-	32,474	-
A3 Payments						
Expenses for fundraising activities	5,473				5,473	
Gross trading payments	20,480				20,480	
Payments relating directly to charitable activities	622				622	
Grants and donations					-	
Admin	475				475	
A3 Sub total	27,050	-	-	-	27,050	-
Total payments	27,050	-	-	-	27,050	-
Net receipts / (payments)	(1,476)	6,900	-	-	5,424	-
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	(1,476)	6,900	-	-	5,424	-