

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	13	12	2023	To	31	03	2025

Reference and administration details

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

Elgin Allotments Association

EAA

SC053002

19a Cathedral Road

Elgin

Postcode IV30 1HQ

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		Chairperson		
2		Deputy Chairperson		
3		Secretary		
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
	13/12/23 to 06/08/24

Structure, governance and management

Type of governing document

We have a constitution which is reviewed annually and is currently at version 5.

Trustee recruitment and appointment

We have decided that we would have the minimum number of Trustees until we have some further experience and the group develops. Part of this decision was due to one of the key positions resigning part way through our first year.

Objectives and activities

Charitable purposes

Our aim is to provide local communities with allotments, community gardens and garden share schemes so that they could be involved in a totally inclusive and accessible activity that will have positive outcomes for the individual and the community. These will include health, education, lifestyle, social, mental wellbeing, community cohesion and environmental benefits.

Summary of the main activities in relation to these objects

We have been involved with meetings between Moray Council and Lossiemouth village to give experience and advice on setting up an allotment group in their area.
Visits to our site have been welcomed where discussions and advice have been given to other community groups from within Moray.
Our members have assisted members of the public at their own property in erecting garden buildings.
We have recycled a variety of items that have been given to us by the public, preventing additional landfill.
There has been a notable difference in bird and insect activity in the area.

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Achievements and performance

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

One of the main achievements has been keeping dialogue open with other small community groups that want to aspire to what we have. This has been achieved through attending meetings, giving advice via telephone calls and emails as well as other groups dropping by to witness what we have and us providing advice on what is required for them to move forward.

Members of our group have assisted a disabled person that sees us working and helped them to tidy their personal garden and erect garden buildings for them.

We received funding after collaboration with the Council and a local football team that helped to erect a net to catch footballs. This helps the football teams, the allotmenters and the local public that could have been struck by balls on the adjacent public path.

We have erected a communal toilet that benefits users and visitors to the site. This reduces the carbon footprint with people having to travel away to go to the toilet.

We outwardly look for material to recycle on site and we also receive donations from the public that is recycled or upcycled to prevent waste going to landfill.

There has been a definite increase in some of the insect and bird life that we see in the area since we started. We will be looking to start to identify the increases of different species on site as we move forward. This will hopefully provide a performance indicator with the range in biodiversity.

Financial review

Brief statement of the charity's policy on reserves

We currently have more than £1600 within our accounts. It is expected that about 50% of this will be for a Council invoice once the lease has been signed over to the EAA and not several members. Once this has been completed, we will be looking to use funds to carry out some repairs and develop the site further.

Details of any deficit

N/A

Donated facilities and services (if any)

N/A

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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)
*OSCR will accept
digital or typed
signatures*

Full name(s)

Position (e.g.
Chair)

Date

Chairman	Deputy Chairman	Secretary
14-6-25	14/06/25	14/06/25

Elgin Allotments Association

SC53002



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	13	December	2023		31	March	2025

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	593				593	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings	1,158				1,158	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	1,751	-	-	-	1,751	-
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	1,751	-	-	-	1,751	-
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	1,662				1,662	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Advertising AGM	50				50	
Website Host Fees	143				143	
Lease Assignment Fee	238				238	
					-	
A3 Sub total	2,093	-	-	-	2,093	-
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	2,093	-	-	-	2,093	-
Net receipts / (payments)	(342)	-	-	-	(342)	-
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(342)	-	-	-	(342)	-

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	1,958				1,958	
	Surplus / (deficit) shown on receipts and payments account	(342)				(342)	
						-	
						-	
	Cash and bank balances at end of year	1,616	-	-	-	1,616	-
	(Agree balances with receipts and payments account(s))	- 0	-	-	-	- 0	-

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

	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	-	-	-

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

	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

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

[illegible]

Type of activity or project supported

Individual / institution

Number of grants
made

£

		Total	

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)

a	
---	--

Authority under which paid

£

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)

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Number of trustees

£

Nature of relationship

Nature of transaction

Transaction
amount (£)

Balance
outstanding at
period end (£)

Period of observation	Period of observation	Period end (€)

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

	Pinefield	Gardenshare	EAA Funds	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	335		258		593	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
buildings					-	
Rents from land & buildings	1,098	60			1,158	
Gross receipts from other charitable activities					-	
<i>Sub total</i>	1,433	60	258	-	1,751	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<i>Sub total</i>	-	-	-	-	-	-
<i>Total receipts</i>	1,433	60	258	-	1,751	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	1,492	388	164		2,043	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
AGM Advertising			50		50	
<i>Sub total</i>	1,492	388	214	-	2,093	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
<i>Sub total</i>	-	-	-	-	-	-
<i>Total payments</i>	1,492	388	214	-	2,093	-
<i>Net receipts / (payments)</i>	(58)	(328)	44	-	(342)	-
Transfers to / (from) funds					-	
<i>Surplus / (deficit) for year</i>	(58)	(328)	44	-	(342)	-

Nature and purpose of funds

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Elgin Allotments Association

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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 movements						
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

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[REDACTED]
Elgin Allotment Association
45 Mossend Place
Elgin
IV30 6YB

28th May 2025

[REDACTED]
I can confirm I have checked all receipts, bank statements and cash for your accounts and can confirm that all is correct up to the 14th May 2025.

Yours sincerely

[REDACTED]

Dawn Laing FICB PM.Dip
Certified Bookkeeper

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Tyock Industrial Estate
Elgin IV30 1XY

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