



Portobello Community Media SCIO

Trustees' Annual Report

12-Mar-2024 to 31-Oct-2024

Charity contact information



Portobello Community Media SCIO

Scottish Charity Number: SC053184

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Charity Trustees

The trustees have pleasure in presenting their report together with the financial statements for the period ended 31 October 2024.



Chair
Secretary
Treasurer

Objectives and activities

The charity has been established with a vision of creating a vibrant, inclusive, and connected community through local media. Our two primary charitable purposes work in harmony to achieve this vision:

1. The advancement of citizenship or community development

Our primary vehicle for achieving this objective is the development and operation of a community-focused internet radio station and accompanying website. These platforms are designed to:

- Create a dynamic space where community voices can be heard and local stories can be shared.
- Foster dialogue between different segments of the community.
- Provide training and development opportunities in media production and broadcasting.
- Enable community members to actively participate in creating and sharing local content.
- Strengthen community bonds by highlighting local issues, events, and achievements.
- Serve as a hub for community information and engagement.
- Support local democracy by providing a platform for community discussions and debates.

2. The advancement of the arts, heritage, culture or science

This objective is pursued through targeted programming and content creation that:

- Showcases local artistic talent and cultural initiatives.
- Documents and preserves local heritage through oral histories and community storytelling.
- Raises awareness about climate change impacts on our coastal community.
- Provides dedicated programming slots for underrepresented voices, including:

- LGBTQ+ community members sharing their experiences and perspectives.
 - Disability groups discussing accessibility and inclusion.
 - Youth-led programming addressing issues important to young people.
- Creates partnerships with local cultural organisations and artists.
 - Promotes scientific literacy through engaging content about environmental issues.
 - Celebrates the diverse cultural heritage of our community members.

Our Vision

In pursuing these objectives, we recognise the unique position of Portobello as a coastal community with a rich heritage and diverse population. Our planned activities are designed to:

- Build social capital within the community.
- Break down barriers between different community groups.
- Create opportunities for intergenerational dialogue.
- Support community resilience through improved communication and connection.
- Provide skills development opportunities in media production.
- Document and celebrate our community's ongoing story.

The trustees have kept these charitable objectives in mind while laying the groundwork for future operations, ensuring that all planning and development activities align with our core mission of serving and strengthening the community through accessible media.

Structure, governance and management

Constitution

The Charity is a Scottish Charitable Incorporated Organisation (a SCIO). It was registered on 12th March 2024. It has a two-tier structure: its Members, and its Board (who act as Trustees).

Trustee recruitment and appointment

Trustees are elected by the members at the AGM. Members of the Charity, or an appointed representative of a corporate body which is a Member, are eligible for election. The Board may also appoint Members as Trustees.

There must be a minimum of three and a maximum of five Trustees.

The Trustees during the period covered by this report are the initial charity trustees.

Achievements and performance

This initial period represents the charity's establishment phase. Key achievements include:

- Successfully completing the registration process as a Scottish Charitable Incorporated Organisation (SCIO).
- Establishing a bank account to enable financial operations.
- Conducting research into Internet radio station streaming options, including limited private trials of software solutions and receiving donations of second-hand computer equipment.
- Initiating planning meetings with potential community partners who will increase our knowledge and skills.
- Submitting our first grant application which, while unsuccessful, provided valuable feedback for future funding attempts and, more generally, how to grow the Charity.

Financial review

Statement of the charity's policy on reserves

The Trustee's policy is to retain 12 months' worth of normal running costs in order to meet commitments and to cover any unexpected expenditure.

As the Charity has not incurred any expenditure yet, the Trustee's believe the current reserves – of £96 – are sufficient. The Trustee's will continue to monitor the position.

Future plans

The trustees intend to:

- Develop revised funding applications incorporating feedback from initial grant submissions.
- Research and pursue diverse funding streams including:
 - Community-focused grant makers.
 - Local authority funding opportunities.
 - Corporate sponsorship possibilities.
 - Community fundraising initiatives.
- Complete evaluation of internet radio streaming platforms to identify the most suitable solution.
- Design and develop an accessible, user-friendly website.
- Create mechanisms for ongoing community feedback and participation.
- Continue developing partnerships within the community.

The trustees recognise that these plans are ambitious and will require significant resource development. We are committed to a phased approach that ensures sustainable growth while maintaining focus on our core charitable objectives. Progress will be regularly reviewed and plans adjusted based on available resources and community needs.

Declaration

Signed on behalf of the charity trustees:

	<input type="text"/>
	<input type="text"/>

Designation

Chair

Date

10/01/2025

Portobello Community Media SCIO

SC053184



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	12	March	2024		31	October	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	96	-	-	-	96	-
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	-	-	-	-	-	-
	-	-	-	-	-	-
A1 Sub total	96	-	-	-	96	-
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-	-	-	-	-	-
Proceeds from sale of investments	-	-	-	-	-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	96	-	-	-	96	-
A3 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	-	-	-	-	-	-
Other	-	-	-	-	-	-
	-	-	-	-	-	-
A3 Sub total	-	-	-	-	-	-
A4 Payments relating to asset and investment movements						
Purchases of fixed assets	-	-	-	-	-	-
Purchase of investments	-	-	-	-	-	-
A4 Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	96	-	-	-	96	-
A5 Transfers to / (from) funds	-	-	-	-	-	-
Surplus / (deficit) for year	96	-	-	-	96	-

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	-	-	-	-	-	-
	Surplus / (deficit) shown on receipts and payments account	96	-	-	-	96	-
						-	
						-	
	Cash and bank balances at end of year	96	-	-	-	96	-
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

	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

			10 January 2025
			10 January 2025

Section C Notes to the Accounts

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

Unrestricted funds are those that may be used at the discretion of the Trustees in furtherance of the Objects of the Charity. The Trustees maintain a single unrestricted fund for the day-to-day running of the Charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. The Charity maintains no restricted funds.

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

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

Additional analysis (1)

Analysis of receipts and payments

1 Donations

	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 £
Membership Fees	75				75	
Other Donations	21				21	
					-	
					-	
Total	96	-	-	-	96	-

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2 Grants

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

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3 Gross receipts from other charitable activities

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

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4 Payments relating directly to charitable activities

[illegible]

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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
General Funds						
Receipts						
Donations	96				96	
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	96	-	-	-	96	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	96	-	-	-	96	-
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)	96	-	-	-	96	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	96	-	-	-	96	-

Nature and purpose of funds

Portobello Community Media SCIO

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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

APPENDIX 3



		Independent examiner's report on the accounts						v2
Report to the trustees/members of	Charity name	Portobello Community Media SCIO						
Registered charity number		SC053184						
On the accounts of the charity for the period	Period start date				Period end date			
	Day	Month	Year		Day	Month	Year	
	12	March	2024	to	31	October	2024	
Set out on pages								(remember to include the page numbers of additional sheets)
Respective responsibilities of trustees and examiner	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.							
Basis of independent examiner's statement	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.							
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"> 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 view to be reached. 							
Signed:					Date:			
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**