

Trustees' Annual Report

for

Walkerburn Public Hall

for the period

to 31st March 2024

Scottish Charity No: SC020747

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Reference & Administrative Information

Charity Name: Walkerburn Public Hall

Scottish Charity No: SC020747

The Charity's Principal Address: Walkerburn Public Hall
Galashiels Road
Walkerburn EH43 6AH

Principle Email: walkerburnpublichall@gmail.com

Alternate Email: Trustee George Thornton geoles2@tiscali.co.uk

Charity's Trustees on date of approval including office held:

Trustees	Trustee	Mr D G Machell
	Trustee	Mrs E S Fraser
	Trustee	Mr M Lhombreaud
	Trustee	Mrs C Tucker
	Trustee	Mr G Thornton
	Trustee	Mrs L Thornton

Management Committee	Chairperson	Mrs J Turner
	Treasurer	Mr M Wilcox
	Bookkeeper	Mrs D Rodger
	Member	Mrs K Keddie
	Member	Mrs E H Thomson
	Member	Mrs S Sommerville
	Member	Mrs C Worsley
	Member	Mrs C Hart

@hall 16/7/24

Names of other Trustees during the period:

None

Names of other Committee members during the period:

None

Independent Examiner: Sue Bennett ACIE
21 Dounehill
JEDBURGH
TD8 6LJ

Bankers: Bank of Scotland plc
PO Box 1000
BX2 1LB

Structure, Governance & Management

Governing Document

The main governing document is the Trust Deed of 9 April 1908. The Trust registered as a Charity on 23rd November 1992. In addition, the Charity maintains a Governance Manual.

Trustee Recruitment & Appointment

Any adult resident in the area covered by Walkerburn and District Community Council who is on the electoral roll may stand for election as a trustee, normally at the Annual General Meeting in September. Trustees are elected for a period of 5 years but may stand for re-election. Day to day management of the Hall is in the hands of a Management Committee which is elected annually at the AGM.

Objectives & Activities

The Charity's Charitable Purpose:

As set out in the 'Constitution' and 'The Charities and Trustee Investments (Scotland) Act 2005' the purpose(s) of Walkerburn Public Hall are the following:

- The advancement of education
- The advancement of citizenship or community development
- The advancement of public participation in sport
- The advancement of environmental protection or improvement

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 objectives:

The purpose of the Committee shall be charitable, namely to , promote the benefit of the inhabitants of Walkerburn and District, including the Parish of Walkerburn, the Farms of West Bold and Juniper Bank and the Estate of Holylee, without distinction of political, religious or other opinions or of race, the objects of the committee being to provide a meeting place and other facilities within Walkerburn Public Hall (hereinafter referred to as "the Hall ") for the , purpose of social welfare, leisure , recreation and education so that the conditions of life of the said inhabitants may be improved (hereinafter referred to as "the objects") .

Beneficiaries of the objectives are but not restricted to:

- Children or young people
- Older People
- No specific group
- The benefit of the community
- Other charities or voluntary bodies

Achievement & Performance for 2023-24

The Management Committee have worked hard to keep the hall open as a venue for the benefit of the residents of Walkerburn and District. The hall has continued to provide a venue for its regular users including, Children's Birthday Parties, Table Tennis, Youth Club, Yoga, Coffee Mornings, Walkerburn and District Community Council (WCDT), Walkerburn Summer Festival, Vegetable Show, Borders Community Action, Scottish Slimmers, ITW Church services and the Remembrance Sunday event. In addition and with the help of WCDT the hall has hosted a twice monthly Cyrenians Cook Club & Pantry and Citizens Advice Bureau appointments. The hall is also a Warm Hub for the village in case of emergencies eg power cuts.

Since the decision by Walkerburn Public Hall Trust to move to a Scottish Charitable Incorporated Organisation (SCIO) structure was taken in September 2021 the following has been achieved; a new constitution was drafted from January to April 2023; an application to create a new SCIO charity was submitted to the Office of the Scottish Charity Regulator (OSCR) in May 2023 and OSCR granted Walkerburn Public Hall SCIO charitable status (SC052588) in June 2023; OSCR approved the Consent to Reorganise the Trust in October 2023; estimates were obtained for conveyancing fees to transfer the Title of the hall from the Trust to the new SCIO and a grant application was made to Peeblesshire Village Hall Federation in November 2023 which was approved in December 2023; at a Special General Meeting held in February 2024 approval from village residents to formally proceed with the transition from Trust to SCIO was obtained so a local solicitor was instructed to commence the change of Title in March 2024. Therefore in the reporting period the hall has been transitioning from Trust to SCIO with completion expected by or before September 2024. Once the transition is complete Walkerburn Public Hall Trust will be dissolved and the hall will then operate as Walkerburn Public Hall SCIO.

Financial Review

Statement of Reserves Policy:

The Trustees consider it desirable that annual expenditure is met out of annual income. It is the objective of the Trustees to achieve as nearly as possible a small surplus each year. The Board believes that it is sensible to maintain a comfortable reserve for emergencies thus an attempt to do this will be made over the next 5 years.

Details of any deficit:

This year, despite continued high energy prices the hall was able to break even through the prudent management of costs.

As at the end of this accounting period the issue over a sum said to be in a Dunfermline Building Society Bank Account remained. It is possible to trace this account in old records since, until 2014, it was used by the Trust to hold a reserve of £10,000. However, Dunfermline BS was taken over by Nationwide BS in 2009 and then fully incorporated in 2014. Nationwide has confirmed that the account has been closed and the closing balance is still held in their claims system. The new Treasurer is investigating this further to determine the amount held and how it can be reclaimed. Progress on this issue will be reported at this year's AGM.

Details of Donated Facilities & Services:

The Charity benefits from the time given by all the Trustees to the running of the Charity, and from members of the Management Committee who manage the Hall on a daily basis. The Hall has also benefited from the voluntary time given by an experienced treasurer to prepare this account.

Statement of Trustees Responsibilities

The Trustees must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Charity during the financial year. The Trustees are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Charity at that time. This must be done to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006. The Trustees are also responsible for safeguarding the assets of the Charity and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

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(Unfortunately, there has been an issue during this accounting period with a Treasurer who did not give access to financial records and a Board of Trustees who felt unable to insist. The new Board of Trustees are taking steps to ensure that everyone involved in the Hall is aware of their legal responsibilities and that the Hall Financial Protocol is understood and followed by everyone.)

Approved by the Trustees and signed on their behalf by:



D G Machell
Chairperson

Dated:

10/7/24

Notes to the Accounts

	2024	2023
1. Donations		
Donations	100.00	120.00
	100.00	120.00
2. Receipts from Fundraising Activities		
Car Boot Sale	302.26	0.00
Books	35.00	0.00
	337.26	0.00
3. Other Charitable Activities		
Hall Lets	8,830.00	11,188.78
Other Income	0.00	586.00
	8,830.00	11,774.78
4. Grants		
Peeblesshire Federation	1,559.00	0.00
SBC – Home Grown	0.00	1,000.00
SBC – HUGS	0.00	2,000.00
	1,559.00	3,000.00
5. Expenses from Charitable Activity		
Electric & Gas	2,265.14	4,483.24
Oil	3,660.09	1,448.25
Water Rates	801.01	650.76
Telephone & Broadband	480.29	516.60
Insurance	1,802.15	828.71
Repairs & Maintenance	243.32	3,761.79
Membership	0.00	15.00
Hall Cleaning	647.65	590.00
Food HUGS	0.00	2,000.00
Youth Club	471.65	963.28
Home Grown – Walkerburn Primary School		
Gardening Project for Garden Shed	1,000.00	0.00
	11,371.30	15,257.63

Notes to the Accounts

6. Nature & Purpose of Funds

The statements of account for the year show the financial figures for the Charity. The funds held at the financial year are made up of the following:

Bank of Scotland	
Unrestricted Funds	7,006.12
Restricted Funds:	
Youth Club	1,017.63
Peeblesshire Federation – Conveyancing Costs transfer to SCIO	1,559.00
Bank Balance	9,582.75
Cash Account Unrestricted Funds	261.61
Balance as at 31st March 24	9,844.36

7. Trustee Remuneration and Related Party Transactions

The Trustees did not receive any remuneration or expenses during the year.

8. Hall Assets as at 31st March 2024

	2023	Additions	2024
Kitchen Equipment	500.00	0.00	500.00
Hall Equipment	1,000.00	0.00	1,000.00
Total Value	1,500.00	0.00	1,500.00

Independent Examiner's Report on the Accounts

Report to the trustees of Walkerburn Public Hall
Registered charity number SC020747
On the accounts of the charity for the period to 31st March 2024
Set out on Pages 7 to 9

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. 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 Charities Accounts (Scotland) Regulations 2006. 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 accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - 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

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Sue Bennett 21 Dounehill Jedburgh TD 8 6LJ

Date: *16 July 24*

Relevant professional qualification(s) or body:

ACIE & Dip Business & Finance