

Penicuik Community Development Trust

Scottish Charity number SC037990

Trustees' Annual Report and Accounts
for the year ended March 31st 2007

Contact address

c/o Roger Hipkin, 20A John Street, Penicuik EH26 8AB

Current Trustees (Office Bearers)

Roger Kelly (Chair)

Jack McGowan (Vice-Chair)

Brian Miller (Treasurer, appointed October 2006)

Roger Hipkin (Secretary)

Other Office Bearers during the year

Sheila Findlay (Treasurer, resigned September 2006)

Other current members of the Steering Committee

Pauline Archibald, Margaret Connon, Alistair Cowan, Barbara Dalglish, Anne Dalrymple, Bill Fearnley, Julian Hall, Ulla Hipkin, Mose Hutcheson, Jane Kelly, Colin McCall, Jane Mackintosh, Grace Marques, Beth Scarr, Stuart Ritchie, Ian Watson.

Recruitment and appointment of Trustees

All members of the Trust's steering committee are elected by members at our annual general meeting which is held in late April – early May each year. Office bearers (Trustees) are elected by and from the members of the steering committee.

Governing document

The Trust is a charitable unincorporated association and its purposes and administration are set out in its constitution. The Trust receives advice and non-financial support through its membership of the Development Trusts Association Scotland.

Charitable purposes

Our purposes, as recorded in the constitution, are “to promote the benefit of the people of Penicuik ... by associating the local statutory authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities, or assist in the provision of facilities, in the interest of social welfare for

recreation and other leisure-time occupation so that their conditions of life may be improved.” Charitable recognition is under the headings of education, community development and promoting citizenship.

Activities and Achievements

The Saturday Open House project, providing a free drop-in community café for fellowship and event location, has put on 32 free exhibitions about Penicuik, its history, natural environment and its developing communities.

The Trust continued to lobby for the retention of the former Cowan Institute (Penicuik Town Hall) as the focus of the Penicuik community and is delighted that Midlothian Council has just completed its refurbishment.

The Trust has supported the campaign run by the Ladywood steering committee to prevent the demolition and redevelopment of the Ladywood Lesiure Centre. This building has just started to be run by a not-for-profit community company of which one of PCDTs steering committee members is the Secretary. It will seek charitable status.

Our Postcard for Penicuik photographic competition had 95 entries from which a set of 9 colour postcards were printed to show off the best features of the town.

The website hosts information about Penicuik and its heritage and has provided contacts with former Penicuik people from around the world.

The Trust has distributed its 3000 word Annual Report and Newsletter to 7400 households in Penicuik.

Trustee remuneration and expenses

The trustees did not receive any remuneration or expenses during the year

Reserves

As a result of a surplus of £544 for the year, the Trust held unrestricted funds of £5274 at the end of the year. The Trustees planned to spend £870 on equipment and set aside £1000 as contingency support for community facilities. Provision has also been made for let charges for Open House Saturdays during the year, which will be invoiced within year 2007-08.

Approved by the Trustees and signed on their behalf

JR Kelly (Chair)

29th April 2007

Penicuik Community Development Trust

Receipts and Payments Account for the year to 31st March 2007

	Year to 31/03/2007 £	27/4/05 to 01/04/2006 £
Receipts		
Grants	4,445	2,710
Donations & Sales of Donated Items	654	959
Saturday Open House' - Refreshment Sales	2,110	859
Sale of Post Cards	338	0
Memberships	164	0
Friends of the Cowan Institute	25	765
Entertainment Events	*	0
Raffle	*	0
Bank Interest	54	34
	<u>7,790</u>	<u>5,851</u>
Payments		
Administration	1,263	608
Open House - Consumables & equipment	295	0
Open House - Lets	431	0
Management - Lets	108	0
Training Courses	0	235
Delegate Fee - Community Development Trust Conference	150	62
Post Cards production	484	0
Engraving Trophies	0	65
Oral History Group: Consumables	108	0
Oral History Group: Purchase of Equipment	4,407	0
	<u>7,246</u>	<u>970</u>
Surplus for period	<u>544</u>	<u>4,881</u>

All funds are unrestricted

* The prior year's figures are shown on a net basis per the accounts.

Penicuik Community Development Trust

Statement of Balances as at 31st March 2007

	2007	2006
	£	£
Bank and Cash in Hand		
Opening balances	4,746	0
Surplus for period	<u>544</u>	<u>4,746</u>
	5,290	4,746
Sundry Debtors - Prepaid Rent	0	135
	<u>5,290</u>	<u>4,881</u>
Reserves		
General Funds	2,691	4,881
Designated funds:		
Saturday Let fees	729	0
Projector screen	870	0
Contingency support for community facilities	1,000	0
	<u>5,290</u>	<u>4,881</u>
Assets		
Equipment at cost	4,407	0
Stock of Postcards	<u>300</u>	<u>0</u>
	<u>4,707</u>	<u>0</u>

All funds are unrestricted

** The equipment has an anticipated life of 5 years.
It is currently on loan to local organisation Oral History Resource.

Approved by the Trustees and signed on their behalf

Name: JR Kelly
Position: Chair
Date: 29-Apr-07

Independent Examiner's Report to the Trustees of Penicuik Community Development Trust

I report on the accounts of the Charity, consisting of the Receipts and Payments Account for the year ended 31st March 2007, and the Statement of Balances as at 31st March 2007.

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) Act 2005 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) 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 view given by the accounts.

Independent examiner's statement

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

Name:	Charles M. Soane
Relevant Professional Qualification:	Chartered Accountant
Address:	Ardmore, 15 Crichton Road, Rothesay, Isle of Bute PA20 9JR.
Date:	29th April 2007