

Registered Charity number: SC048524

POLDRATE ARTS AND CRAFTS CENTRE SCIO

ANNUAL REPORT AND ACCOUNTS

for the year ended 31 July 2023

Hazel Lauder CA
1 St Colme Street
EDINBURGH
EH3 6AA

**POLDRATE ARTS AND CRAFTS CENTRE SCIO
YEAR ENDED 31 JULY 2023
ANNUAL REPORT OF THE TRUSTEES**

The trustees present the report and accounts of the Poldrate Arts and Crafts Centre SCIO (PACC) for the year ended 31 July 2023.

The accounts comply with the requirements of the Charities and Trustee Investment (Scotland) 2005 Act, the Charities Accounts (Scotland) Regulations 2006 and the charity's governing document.

Charity recognition

Poldrate Arts and Crafts Centre SCIO is registered with the Office of the Scottish Charity Regulator (OSCR) as a charity and is recorded on the list of Scottish Charities.

Registered Charity number

SC048524

Legal and charitable status

The charity was established as a Scottish Charitable Incorporated Organisation on 5 July 2018. The charity was previously an unincorporated association (SC037398).

Principal address

Poldrate Granary
The Elizabeth Hamilton Buildings
Poldrate
Haddington
East Lothian
EH41 4DA

Trustees

The trustees serving throughout the period to the date of this report are as follows:

Victoria Murray (Chair)
Russell Frith (Treasurer)
David Morris
Mary Frith
Annie Bruckner
Frida Bleakley
Grazyna Fremi-Hamilton
Lyndsay Fergus
Sally Moore (from 09.12.2022)
Olivia Christie (from 26.01.2023)

Independent Examiner

Hazel Lauder CA
1 St Colme Street
EDINBURGH
EH3 6AA

Bank

Bank of Scotland
44 Court Street
Haddington
East Lothian
EH41 3NP

**POLDRATE ARTS AND CRAFTS CENTRE SCIO
YEAR ENDED 31 JULY 2023
ANNUAL REPORT OF THE TRUSTEES**

Recruitment and appointment of trustees

All of the Centre's trustees are appointed or reappointed by the members at the annual general meeting which is held in October/November each year.

Governing document

The Centre is a charitable body and its purpose and administration arrangements are set out in the constitution.

Charitable Purposes

The purposes, as recorded in the constitution, are to promote and encourage the study, practice and knowledge of the visual arts in East Lothian.

Activities and Achievements

The Trustees are pleased to report that this has been a very successful year for the organisation with both membership numbers and class income up on previous years with many classes being completely full. We held a very well supported and attended Members' exhibition at Easter with over 200 high quality entries filling the gallery space on the top floor of the Granary building. A Tutors' exhibition ran over the summer in the John Gray Centre in Haddington to promote the work of PACC and the tutors. Andrew Watson gave a very interesting talk on Winter landscape painting through the ages in December 2022 and thanks to a generous donation, we hope to be able to hold more such talks in the future. Weekend workshops were also held in painting and printmaking.

Looking forward we are offering new classes in knitting and landscape painting in 2023/24.

Membership

In 2022/23 there were 302 paying members along with 13 tutor members and 6 life members. Membership costs £15 per year and this contributes to some of the core costs of running PACC. This represents a slight increase in numbers of paying members from 284 in 2021/22.

Donated facilities

PACC occupies premises in the Elizabeth Hamilton Buildings, Haddington, owned by The Lamp of Lothian Trust which we use rent free. Since 2021 the Lamp also pay for utilities. PACC makes a donation towards the cost of utilities and the upkeep of the building. The Lamp of Lothian Board of Trustees continues to upgrade and improve the facilities of the Poldrate buildings and to provide support to all the users of the buildings. The PACC Committee is very grateful for this support.

Reserves

The Trustees believe that it is appropriate for PACC to maintain a level of reserves sufficient to allow it to cope with changes in demand for its activities, to meet any unforeseen expenditure and to provide resources to replace major items of equipment such as kilns.

There was an excess of receipts over expenditure of £13,064 (2021/22 £5,376) largely as a result of fuller classes and very little expenditure on equipment or kiln maintenance. Reserves are now above their pre-pandemic levels and we are looking to replace and supplement equipment levels in several areas.

At 31 July 2023 there were unrestricted reserves of £37,949 of which £7,825 are earmarked towards the cost of replacing kilns.

Winding up of unincorporated charity

OSCR has consented to the winding up of the previous unincorporated charity and once the bank account has been transferred to the SCIO, the old charity will be removed from the register of Scottish charities.

Approved by the trustees and signed on their behalf by :-

Victoria Murray
Chair
13 November 2023

POLDRATE ARTS AND CRAFTS CENTRE SCIO
YEAR ENDED 31 JULY 2023
STATEMENT OF RECEIPTS AND PAYMENTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Incoming resources				
Membership subscriptions	4,530		4,530	2,746
Adult classes, self help groups and workshops	73,487		73,487	57,481
Materials and kiln firing	928		928	583
Room hire	240		240	270
Exhibitions	890		890	363
Donations	261		261	67
Miscellaneous income	17		17	50
Bank interest	4		4	0
Total receipts	<u>80,358</u>	-	<u>80,358</u>	<u>61,560</u>
Resources expended				
Costs of classes and workshops	47,025		47,025	37,348
Exhibitions	131		131	192
Materials	4,518		4,518	3,324
Printing, stationery and postage	328		328	605
Computer and website costs	833		833	1,045
Insurance	1,093		1,093	899
Cleaning	1,279		1,279	893
Equipment purchases	226		226	2,546
Repairs and maintenance	0		0	342
Miscellaneous	85		85	0
Independent examination	540		540	504
Bank charges	1,237		1,237	986
Donation - Lamp of Lothian	10,000		10,000	7,500
Total payments	<u>67,294</u>	-	<u>67,294</u>	<u>56,184</u>
Surplus/(deficit) for the period	13,064	-	13,064	5,376
Reconciliation of Funds				
Total funds brought forward	24,885		24,885	19,509
Total funds carried forward	<u><u>37,949</u></u>	-	<u><u>37,949</u></u>	<u><u>24,885</u></u>

Approved by the Trustees on 13 November 2023

and signed on their behalf by

Russell Frith (Treasurer)

**POLDRATE ARTS AND CRAFTS CENTRE SCIO
STATEMENT OF BALANCES
31 JULY 2023**

	Total Funds 31/07/2023 £	Total Funds 31/07/2022 £
Bank and Cash In Hand		(Note 1)
Opening balance	24,885	19,509
(Deficit)/Surplus for Year	13,064	5,376
Closing balance	<u>37,949</u>	<u>24,885</u>
Represented by:		
Bank balances (Note 3)	28,987	19,102
Paypal Account	<u>8,962</u>	<u>5,783</u>
	<u>37,949</u>	<u>24,885</u>
Reserves		
Unrestricted Income funds	37,949	24,885
Restricted Income Funds	-	-
Closing balances (Note 4)	<u>37,949</u>	<u>24,885</u>
	31/07/2023	31/07/2022
Other assets	£	£
Pottery Kiln	1,500	1,500
Glass Kiln	1,250	1,250
Total	<u>2,750</u>	<u>2,750</u>

The financial statements were approved by the Board of Trustees on 13 November 2023 and were signed on its behalf by:

Russell Frith - Treasurer

**POLDRATE ARTS AND CRAFTS CENTRE SCIO
NOTES TO THE ACCOUNTS
YEAR ENDED 31 JULY 2023**

1. Basis of preparation

The accounts have been prepared on a receipts and payments basis. They are prepared using the principles of merger accounting as applied to receipts and payments accounts so as to present the transactions and balances of the SCIO and its predecessor unincorporated body as one.

2. Trustee remuneration and expenses

The SCIO's insurance policy includes Trustee Indemnity Insurance for all its trustees. No other remuneration was paid to the trustees in their role as trustees. Two trustees are also class tutors, who receive the same rates as all other tutors and received £7,460 in total.

3. Analysis of bank balances

The bank balances at 31 July 2023 are analysed as:

	£	
PACC SCIO	18,440	
PACC (unincorporated body)	19,509	
	<u>37,949</u>	

4. Analysis of total balances

Total balances at 31 July, all of which are unrestricted, are:

	31-Jul-23	31-Jul-22
	£	
PACC SCIO	18,440	5,376
PACC (unincorporated body)	19,509	19,509
	<u>37,949</u>	<u>24,885</u>

Independent Examiner's Report to the Trustees of Poldrate Arts and Crafts Centre SCIO

Registered Charity Number SC048524

I report on the accounts of the charity for the year ended 31 July 2023 which are set out on pages 1-5

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 2006 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

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
 - 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.

Hazel Lauder CA
Chartered Accountant
1 St Colme Street
EDINBURGH
EH3 6AA

15 November 2023