



# Welcome

to Inverkeithing Trust



## Fourth Annual Report & Financial Statements for year ending 31 March 2024

Scottish Charitable Incorporated  
Organisation (SCIO)

Registration No: SC050365

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## Trustees Annual Report

The Trustees have pleasure in presenting their fourth annual report, together with the financial statements and the independent examiner's report for the year ended 31 March 2024.

### Trustees

Karen Delaney	re-elected 24/11/23
Helen Doig	re-elected 24/11/23
Mary Farrell	re-elected 24/11/23
Rosie Gibson	re-elected 24/11/23
Catherine Hirst	re-elected 24/11/23
Anna Johns	re-elected 24/11/23
Les Johns	re-elected 24/11/23
Nancy Rhouma	re-elected 24/11/23
Debbie Walker	re-elected 24/11/23
Shona Reppe	co-opted as Associate 24/11/23
Ian Walker	co-opted as Associate 24/11/23
John McKenzie	resigned as trustee 24/11/23
Sheila Skelly	resigned as trustee 25/09/23

### Information

Charity name:	Inverkeithing Trust
Charity number:	SC050365
Address:	c/o Civic Centre 10 Queen Street Inverkeithing Fife KY11 1PA
Email:	<a href="mailto:inverkeithingtrust@gmail.com">inverkeithingtrust@gmail.com</a>
Website:	<a href="http://www.inverkeithingtrust.co.uk">www.inverkeithingtrust.co.uk</a>
Facebook:	<a href="https://www.facebook.com/inverkeithingtrust">www.facebook.com/inverkeithingtrust</a>

## Structure, Governance & Management

### Structure

Inverkeithing Trust is a Scottish Charitable Incorporated Organisation (SCIO) reg no SC050365. We are governed by our constitution (adopted July 2020). The Trust was granted charitable status by the Office of the Scottish Charity Regulator (OSCR) on 31 July 2020.

### Governance

The Trust is governed by its constitution (adopted July 2020).

Membership of the Trust is free and is open to anyone aged 16 years or over who lives in Inverkeithing. At 31 March 2024, the Trust had **161** members.

The Trust board members are the charity's trustees.

Any Trust member is eligible to become a trustee if they support and wish to help achieve the purposes of the organisation.

Trustees are elected at the Annual General Meeting, which is normally held in November. Under the constitution, there must be a minimum of four and not more than 12 trustees.

### Management

Trustees meet on a regular basis. They must always act in the interests of the charity and do their best to achieve the charity's purposes and objectives. They are responsible for the direction and management of the organisation.

The Trust has relevant policies in place and holds comprehensive public liability insurance.

### Charitable purposes and aims

Inverkeithing Trust is established for charitable purposes only. We aim to:

1. Advance citizenship, community development and volunteering within and for the benefit of the community defined by the Inverkeithing Community Council area by delivering a diverse variety of services and initiatives without distinction of sex, sexuality, political, religious, or other opinion, with the object of improving their conditions of life.

2. Improve the mental and physical health and well-being of all the inhabitants of the Inverkeithing Community Council area by facilitating non-clinical, community led activity from various sites across the community of Inverkeithing.
3. Advance education and learning by providing workshops, training sessions and courses in the community of Inverkeithing.
4. Advance the culture, art, and heritage of Inverkeithing through a variety of initiatives.
5. Advance environmental protection or improvement through a variety of initiatives, including re-purposing vacant and derelict land into accessible and productive green space, to benefit all the inhabitants of the Inverkeithing Community Council area.
6. Provide recreational facilities and organise recreational activities to improve the conditions of life of all the inhabitants of the Inverkeithing Community Council area.

## What have we been doing?

### Projects & Activities

#### Community Shop & Café

Our Food for Thought community shop & café at Ballast Bank community centre is our Trust's biggest project and it continues to thrive. It's become such a warm and welcoming space for all our fabulous customers and volunteers alike. This past year has brought changes and challenges. The food pantry has been going since June 2020 when customers purchased pre-packed bags. But in October 2022, we were able to take this to the next level with our shop and café. Now customers choose what they want from the selection available on the shelves, fruit & veg, bread & rolls, cakes and meals from the freezer, most of which we now have to buy at retail prices.



It's time now though for a big shout out to our much valued and appreciated supporters over the past few years. They are:

- **Co-op**, Dalgety Bay, who have been donating their surplus to us for several years now;
- **Aldi**, Dalgety Bay, for bringing together our orders ready for pick-up;

- **FareShare Scotland**, for the work they do in redistributing supermarket etc surplus around community pantries like ours for a very reasonable charge;
- **The Big Hoose**, Lochgelly, who redistribute household goods, toiletries, food etc to over 600 organisations including ours;
- **Baynes** and **Stephens**, bakers, for their rolls and cakes every week.

Also helping our Food for Thought project to remain viable and sustainable over the past year have been the grants/donations we've received from:

- Burgh Arms & Half Crown, Inverkeithing
- Fife Council;
- Inverkeithing & Dalgety Bay Rotary Club;
- Sainsbury;
- Scotmid;
- The Robertson Trust;
- Tuesday Linedance Club, Inverkeithing;

and then there's the fundraising by our own amazing customers, who raised over £1,000 from raffles etc through the year.

Last, but definitely not least, a big shout out to all of our fabulous volunteers – for pick-ups throughout the week, on Tuesdays for setting up and Wednesdays for service. Food for Thought would just be a distant idea without all of you.



*Gill, Linda & Lorraine – raffle organisers*

So, to everyone reading this, why not pay us a visit and enjoy a friendly chat, a laugh (or a moan) along with a cuppa, cake or a hot snack. The shop & café are open to the whole community every Wednesday 9.30 – 11.30 am at Ballast Bank community centre in Preston Crescent. Spread the word and hope to see you there!

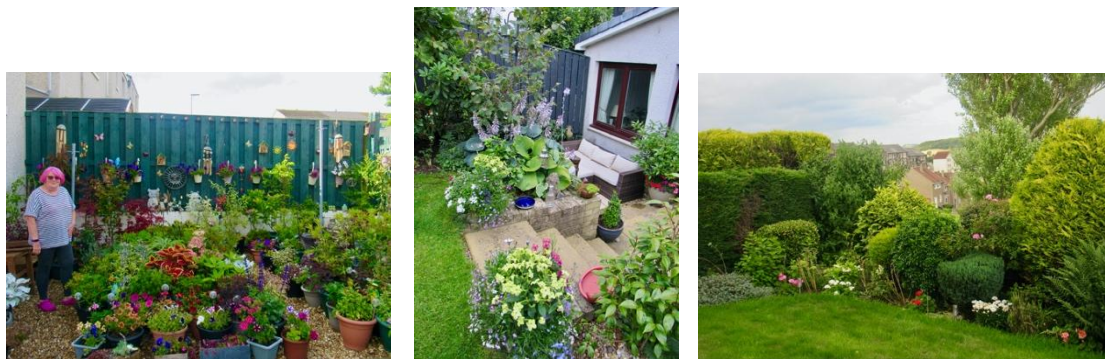
## Garden Competition and Flower Show

A stall was taken at the Highland Games to publicise the Flower Show with a game and prizes as an attraction. It was a great success and many people visited the table for fun and chat. Donations of £50 were received, flyers were handed out and new members were signed up.

## Garden Competition

There were nine entries to the Garden Competition in 2023 and the competition was split into two categories: Pots & Patio Gardens plus our original Main Garden category to include a broader range of gardens. Again, the judges were very impressed by the excellent standards achieved by all.

The judging took place in July, with trophies of gold, silver and bronze trowels being awarded to those coming in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> in both categories plus vouchers from the Plant Market in Hillend. Rosettes were awarded to gardens that achieved Highly Commended. Thank you to all the entrants and judges and to everyone who made such a great effort to make the competition a success.



*Photos of some of the gardens judged in 2023*

### **Pots and Patio Gardens**

- 1<sup>st</sup> John Kane
- 2<sup>nd</sup> Irene McDonald
- 3<sup>rd</sup> Brandon Trinidad

Highly Commended: Christine Davie



*John Kane proudly showing the judges his beautiful pots.*

### **Main Garden**

- 1<sup>st</sup> Moira Marshall
- 2<sup>nd</sup> Samantha and Davide Cedermark Orsini
- 3<sup>rd</sup> Jointly: Jennifer (Jeff) Cook  
Yvonne and Arthur Walker

Highly Commended: Anna & Les Johns  
Stewart Duncan



*Moira Marshall in her delightful garden.*

## The Flower Show



*Photos of some of the entries*

Here is the list of the 2023 Flower Show categories and prize winners:

### Large Cake (Alison Walker Memorial Cup)

- 1<sup>st</sup> Diane Rigg
- 2<sup>nd</sup> Yvonne Walker
- 3<sup>rd</sup> Anna Johns

### Tray Bakes

- 1<sup>st</sup> Ava Taylor
- 2<sup>nd</sup> Esther Gray
- 3<sup>rd</sup> Blair Walker

### Chutney

- 1<sup>st</sup> Sue Walker
- 2<sup>nd</sup> Myrna Venters

### Loaf Cake

- 1<sup>st</sup> Diane Rigg
- 2<sup>nd</sup> Esther Gray
- 3<sup>rd</sup> Diane Rigg

### Jams and Jellies

- 1<sup>st</sup> Yvonne Walker
- 2<sup>nd</sup> Myrna Venters
- 3<sup>rd</sup> Alice McGrath

### Recycled Planter

- 1<sup>st</sup> Shona Reppe
- 2<sup>nd</sup> Iwan Thomas
- 3<sup>rd</sup> Sue Walker

### Small Cakes

- 1<sup>st</sup> Diane Rigg
- 2<sup>nd</sup> Jennifer Cook
- 3<sup>rd</sup> Sue Walker

### Scones

- 1<sup>st</sup> Diane Rigg
- 2<sup>nd</sup> Maria Tait
- 3<sup>rd</sup> Diane Rigg

### Kids baking

- 1<sup>st</sup> (Joint) Holly Spalding  
Alex & Emma Marnock
- 2<sup>nd</sup> Nathaniel Spalding
- 3<sup>rd</sup> Zachary Martens

### Bread

- 1<sup>st</sup> Les Johns
- 2<sup>nd</sup> Les Johns

### Fruit/Veg Person or Animal

- 1<sup>st</sup> Flynn Elliott
- 2<sup>nd</sup> Stella Wiltshire
- 3<sup>rd</sup> Cody Innes

**Veg Basket**

1<sup>st</sup> (Joint) Les & Anna Johns  
 Rachel Bowman  
 2<sup>nd</sup> Dave Young  
 3<sup>rd</sup> Myrna Venters

**Wonky Veg**

1<sup>st</sup> Les Johns  
 2<sup>nd</sup> Rachel Bowman

**Craft**

1<sup>st</sup> (Joint) Esther Gray  
 Leslie Frew  
 2<sup>nd</sup> Esther Gray  
 3<sup>rd</sup> Crafty Crocs Group

**Flower Bouquet**

1<sup>st</sup> Samantha Cedermark  
 2<sup>nd</sup> Diane Rigg  
 3<sup>rd</sup> (Joint) Ava Taylor  
 Yvonne Walker

Highly Commended: Esther Gray

**Best in Show Adult**

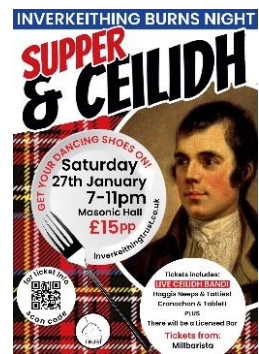
Lesley Frew - crochet blanket

**Best in show Kids**

Alex & Emma Marnock - colourful cake

**Burns Supper and Ceilidh**

In January 2024 the Trust organised a Burns Supper & Ceilidh for the community in the Masonic Hall. Food was purchased, prepared, cooked and served at the event to 120 people by Trust volunteers. Everyone was dressed in their kilts and tartan to enjoy the address to the haggis, their supper, and ceilidh dancing with a fabulous live band – 'Bard for Life'. The event was a fabulous success and it's hoped that it will be repeated in 2025 ... but maybe with more catering help next time!



*A few photos from the night*

**Christmas Fair:** In December 2023, along with other groups in the town, Trust volunteers helped the Community Council with its Christmas Fayre and set up a Trust stall with free games for kids. Townsfolk turned out in force and it was a great success with lots of stalls, storytelling, owls galore, singing, free food for children and, of course, Santa!



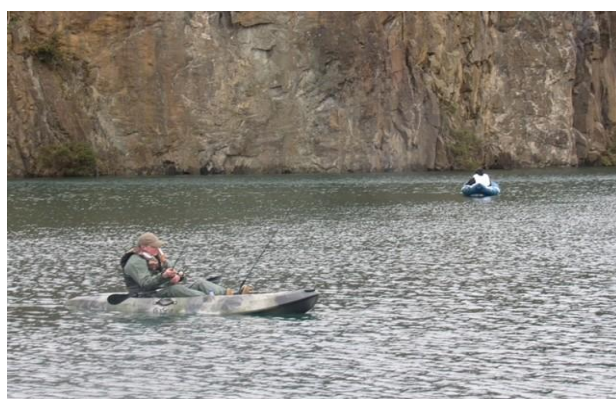
**The 2024 Christmas Fair is to be held on Friday 6 December from 3.00 – 7.30 pm in the Civic Centre.**

**Community noticeboard:** A temporary noticeboard is in place on Hill Street at the Post Office corner. It's for anyone to post information about events and what's happening in the town. Contact us for info on how to do this at [inverkeithingtrust@gmail.com](mailto:inverkeithingtrust@gmail.com) or feel free to add your own event to the board.



It's hoped that a permanent noticeboard can be sited on the High Street as part of the town centre regeneration (Public Realm) works due to start in late 2024.

**Prestonhill and Quarry:** As many of you will know, in March 2021, at the request of Trust members, Inverkeithing Trust and Community Council carried out a joint survey to find out what the community thought about the DDR Ltd proposals to develop the Quarry site for housing. Analysis of the survey showed that the majority of Inverkeithing respondents were against housing on this site. On that basis, and with independent advice from Planning Aid Scotland, the Trust then submitted formal objections to the proposals and strengthened these again in a further joint letter with the Community Council.



Both Fife Council and the Scottish Reporter reached a decision in 2022 to refuse the DDR application. However, DDR submitted a further planning application in December that year which, at the time of writing, is still to go before the Council's Planning Committee for consideration.

We will do our best to keep the community informed.

**Coastal path:** We're continuing to look at how we can make the Inverkeithing section of the path more interesting for everyone who uses it. A big shout out and thank you goes to the Amazon Dunfermline volunteers who joined us in February for a 'trim and cut back' along the section of path from Prestonhill quarry to St David's first beach. They did a fabulous job!



*Some of the Amazon volunteers*

**Local Place Plan:** In March 2023, Trust members attended a workshop with Planning Aid Scotland to understand better what a Local Place Plan is all about. Since then, local Councillors from all parties and members of the Trust and Community Council came together earlier this year to work on a draft Local Place Plan for Inverkeithing. More news in our next Annual Report!

**Working groups:** Trust members also sit on various working groups throughout the year eg Fife Council's Food Resilience Group and the Wing Advisory Group.

## Future events

By working to its charitable purposes, the Trust's main aim is to help build a strong, vibrant community in Inverkeithing and to 'join the dots' for townspeople by keeping them informed about what's happening in the town.

As well as progressing the projects already mentioned in this report, the Trust is also evolving and developing new ideas or planning for new projects – again all are dependent on time and resources available.

## Duck race in the Keithing burn

There is an ongoing project with pupils at Inverkeithing High School, who are making 50 floating wooden ducks for us – helped by Inverkeithing & Dalgety Bay Rotary Club. It's hoped to have these in time for a duck race in the Keithing Burn in Spring 2025 – tides permitting!

## Annual General Meeting 2024

The Trust's AGM is to be held on **Wednesday 4 December 2024** at **7.00 pm** in the Masonic Hall, Hope Street, Inverkeithing.

**Approved by the Trustees on 11 November 2024 and signed on their behalf by:**

**Les Johns, Chair**

## Independent Examiner's Report to the Trustees of Inverkeithing Trust

I report on the accounts of the charity for the year ended 31 March 2024 which are set out in this report.

### 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 (as amended). 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 which gives me reasonable cause to believe that in any material respect the requirements:

- a) to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations;
- b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations;

have not been met, or:

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

Name:

JOHN DOWIE

Address:

72 EDZELL STREET  
BROUGHTY FERRY  
DUNDEE DD5 3JL

Signed:

*J Dowie*

Date: 31st OCTOBER 2024

## Statement of Receipts & Payments

### For the year ended 31 March 2024

	£	£	£
<b>Receipts</b>			
Donations (restricted - Pantry project)			
• Tuesday Linedance Club	250		
• Inverkeithing & Dalgety Bay Rotary Club	250		
• Customers' fundraising (raffles etc)	961		
• Burgh Arms/Half Crown customers	100		
Donations (restricted - Garden comp/Flower show)			
• Kingdom Housing Association	400		
Grants (restricted - Pantry project)			
• Fife Council:			
- Food & equipment purchases	4,995		
- Christmas food grant	1,250		
- Children's playscheme	242		
• Robertson Trust	2,500		
• Scotmid	120		
• Scotmid (in-store vouchers)	400		
• Sainsbury	500		
Grants (restricted – Garden comp/Flower show)			
• Fife Council	800		
Other receipts			
• Pantry & other income (incl Flower show/Burns supper)	25,281		
<b>Total receipts</b>		<b>38,049</b>	
<b>Payments</b>			
• Pantry food purchases & other costs (incl Flower show/Burns supper)	37,732		
• Children's gala	100		
• Insurances	75		
<b>Total payments</b>		<b>37,907</b>	
<b>Surplus / (Deficit) for year</b>			<b>142</b>

## Statement of Balances

### For the year ended 31 March 2024

	£	£
Bank and cash balances at start of year	16,711	
Surplus / (deficit) shown on Statement of Receipts & Payments	142	
<b>Bank and cash balances at end of year</b>		<b>16,853</b>

#### Liabilities

No liabilities at year end.

The restricted funds for the period amount to £12,768 in relation to donations and grants received for the Pantry project and Garden competition/Flower show.

The notes on page 15 form part of these accounts.

Approved by the Trustees on 11 November 2024 and signed on their behalf by:



**Les Johns**  
**Chair**



**Anna Johns**  
**Treasurer**

## Notes to the Accounts for year ended 31 March 2024

### 1 Basis of Accounting

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

### 2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. At 31 March 2024, the Trust has unrestricted funds of £11,907.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. At 31 March 2024, the Trust has restricted funds of £4,947 as follows:

	£
Balance of restricted funds @ 31.3.23	3,359
Add restricted funds received during the year	<u>12,768</u>
	16,127
Less restricted funds spent during the year	<u>11,180</u>
Balance of restricted funds @ 31.3.24	4,947

### 3 Related Party Transactions

No remunerations or expenses were paid to the trustees or any connected persons during the year to end March 2024. (Reimbursements for outgoings relating to charitable activities were made to trustees amounting to £438).