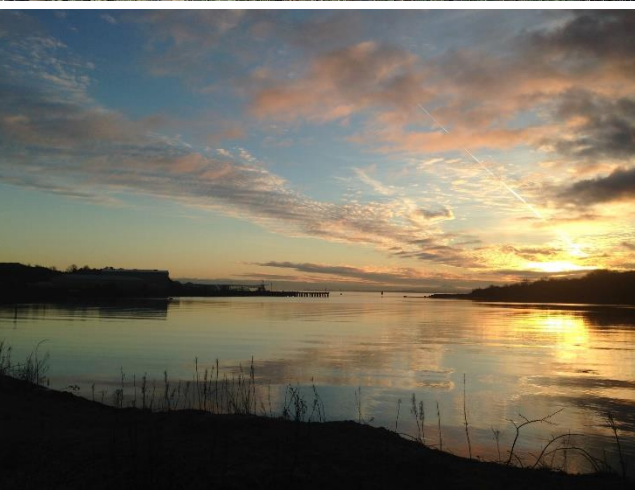




**Welcome**  
to Inverkeithing Trust



Third Annual Report & Financial  
Statements  
for year ending 31 March 2023

Scottish Charitable Incorporated  
Organisation (SCIO)

Registration No: SC050365

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## Trustees Annual Report

The Trustees have pleasure in presenting their third annual report, together with the financial statements and the independent examiner's report for the year ended 31 March 2023.

### Trustees

Karen Delaney	re-elected 18/11/22
Helen Doig	re-elected 18/11/22
Mary Farrell	re-elected 18/11/22
Rosie Gibson	re-elected 18/11/22
Catherine Hirst	re-elected 18/11/22
Anna Johns	re-elected 18/11/22
Les Johns	re-elected 18/11/22
John McKenzie	re-elected 18/11/22
Nancy Rhouma	re-elected 18/11/22
Sheila Skelly	re-elected 18/11/22
Debbie Walker	re-elected 18/11/22
Shona Reppe	resigned as trustee & co-opted as Associate 18/11/22
Ian Walker	co-opted as Associate 29/10/21 & 18/11/22

### Information

Charity name: Inverkeithing Trust  
Charity number: SC050365  
Address: c/o Civic Centre  
10 Queen Street  
Inverkeithing  
Fife KY11 1PA

Email: [inverkeithingtrust@gmail.com](mailto:inverkeithingtrust@gmail.com)

Website: [www.inverkeithingtrust.co.uk](http://www.inverkeithingtrust.co.uk)

Facebook: [www.facebook.com/inverkeithingtrust](http://www.facebook.com/inverkeithingtrust)

## 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 2023, the Trust had **101** 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 October or 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 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 with customers purchasing 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 items from the freezer. Why not pay us a visit and enjoy a friendly chat, a laugh (or a moan) along with a cuppa, home baking and 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!



**School holiday fun activities:** Our 'summer fun at the Bally' was held every Wednesday afternoon at Ballast Bank from 1.00 to 3.00 pm throughout the school summer holidays. Children received a free lunch and took part in games and arts & crafts activities.



An additional activities fortnight was held on Wednesdays during the school October holidays. The projects were funded by Fife Council's Café Inc programme and were organised and managed by Trust pantry volunteers.



**Christmas Fayre:** In December 2022, along with other groups in the town, Trust volunteers helped the Community Council with its Christmas Fayre. Townsfolk turned out in force and it was a great success with lots of stalls, storytelling, owls galore, choir singing, free food for children and, of course, Santa! The 2023 Christmas Fayre is to be held on Friday 1 December.

**Community noticeboard:** A temporary noticeboard is in place in Hill Street on 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)



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

**Prestonhill and Quarry:** 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.



On 16 February 2022 the Council's Planning Committee refused the DDR application, which was appealed by DDR to the Scottish Government Reporter. After a site visit with local groups, Fife Council and DDR representatives, the Reporter reached a decision in September 2022 to refuse the application.

DDR submitted a further planning application on 7 December 2022 which, at the time of writing, is still to be put before the Council's Planning Committee for consideration. We will do our best to keep the community informed.

**Garden Competition:** We revived the town's much missed Garden Competition in August 2021. The competition got bigger and better in 2022 as we also resurrected the Flower Show.



Photos above of some of the gardens judged in 2022

There were 18 entries to the Garden Competition and the standard was very high!

The judges were really impressed by the quality of the garden competition entries this year, we appreciate all the time and care each entrant took to present them. The judging took place over two days in July, with trophies being awarded to 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and rosettes and sponsor prizes to those placed 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>. Medals of merit were also awarded for gardens that stood out for unique and interesting reasons. Thank you to all the entrants and judges and to everyone who made such a great effort - here's to 2023!

- 1st Fiona Warner (2nd time in a row!)
- 2nd Frances Smith
- 3rd Roisin Steen
- 4th Irene MacDonald
- 5th David Thomson
- 6th Moira Marshall



Fiona Warner being presented with her winner's trophy and rosette by local councillor David Barratt



**Flower Show:** The weather was beautiful and as teas and coffees were enjoyed on the grass outside the Masonic Hall we couldn't have hoped for a better day (and location) to host the Inverkeithing Garden Competition Prizegiving & (revival of) The Inverkeithing Flower Show.

With a stunning variety of beautiful gardens (judged in July), cakes, jams and garden produce, the standard was excellent and made the job of judging even more challenging. Prizes were handed out by Councillor David Barratt, (including a boiler service and an axe throwing session kindly donated to the Garden Competition) and children were kept busy with the fantastic ART WALL created by local artist Alan Grieve of WORKSPACE DUNFERMLINE (can be seen at Divit Barbers) and lunches and snacks provided by Millbarista for volunteers, judges and children.

All in all it was a great day!



A special thank you goes to the family of the late Alison Walker who gave a generous donation towards the trophy for the Show's overall winner – the Alison Walker Memorial Cup. In days gone by Alison won the cake competition at the show so many times, she was accused of being a professional! Alison sadly passed away at the end of 2021, so we were very pleased to name this trophy in her memory.

Here is the list of the 2022 Flower Show categories and prize winners:

**Large Cake (Alison Walker Memorial Cup)**

1st Dianne Rigg  
2nd Yvonne Walker

**Tray Bakes**

1st Caroline Thorpe  
2nd Diane Rigg  
3rd Anne Murray

**Biscuits and Truffles**

1st Diane Rigg  
2nd Yvonne Walker  
3rd Ann Murray

**Small Cakes**

1st Dianne Rigg  
2nd Ann Murray  
3rd Dianne Rigg

**Scone & Pancakes**

1st Maria Tait  
2nd Yvonne Walker  
3rd Maria Tait

**Kids baking**

1st Ava Taylor  
2nd Ava Taylor  
3rd Blair Walker



**Jams and Jellies Red/Black Fruit**

1st Alice McGrath  
2nd Myrna Venters  
3rd Yvonne Walker

**Veg Basket**

1st Fi Clark & Kenny Queen  
2nd Kate McQuillan  
3rd Yvonne Walker

**Craft**

1st Liz Hunter  
2nd Moira Marshall  
3rd Liz Hunter

**Jams and Jellies Other**

1st Yvonne Walker  
2nd Myrna Venters  
3rd Alice Mcgrath

**Wonky Veg**

1st Kate McQuillan  
2nd Alice Mcgrath

**Basic cooking classes:** The free cooking classes which started in March 2022 continued to be very popular with all ages, genders and abilities. In the autumn 2022 they moved to the Treetops Nursery and became part of Fife Council's Adult Learning programme where they continue to be well-attended. Our grateful thanks go, once again, to the cooking tutor, Shona Wilson, who is a Fife Council Senior Early Years/Family Liaison Officer at Treetops and a Fife Community Food Champion.

**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 by putting up information and storyboards about our town and its rich history along the way.



**Working groups:** Trust members sat on various working groups throughout the year eg Food Resilience and Town Centre Regeneration (Public Realm Works).

**Future Projects**

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.

**Swift nesting boxes:** A few Trust members have agreed to install nesting boxes on their house walls in the early summer in an area where swifts have been previously spotted.

It's hoped the boxes will be used by the swifts to help prevent their population declining further in our town and will encourage these amazing little birds back in greater numbers. We'll report back next year!

**Sunday pop-up café:** At some point in 2023, Fife Council will be installing a new kitchen at Ballast Bank community centre, where we currently operate our Food for Thought community shop & café on Wednesday mornings. Once the kitchen works are completed, the Trust hopes to also start a Sunday morning pop-up café that will be open to the community and visitors alike. Watch this space!

**Environmental/bio-diversity survey:** The Trust will be appointing an ecological consultant to undertake a survey of the town's flora and fauna to help us protect and improve habitats where it's possible for us to do so, starting with specific focus on a section of the coastal path in 2023. We hope this will help us to improve the quality of our open and green spaces, understand better what needs to be protected and where biodiversity could be improved.

**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. It's hoped the Trust can work with the Community Council and others to bring a group together to engage with the community and prepare a draft Plan for Inverkeithing. The draft would be presented to Fife Council for discussion and, hopefully, acceptance. Local Place Plans are part of the new planning legislation and are very important – we don't want Inverkeithing to be left behind.



### Annual General Meeting

The Trust's AGM is to be held on 24 November 2023 at 7.30 pm in the Masonic Hall, Hope Street, Inverkeithing.

**Approved by the Trustees on 3 November 2023 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 2023 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

Signed:



Date: 23<sup>RD</sup> OCTOBER 2023



## Statement of Receipts & Payments For the year ended 31 March 2023

	£	£	£
<b>Receipts</b>			
Donations (restricted - Pantry project):			
• CS Joinery	150		
• AIC Heating UK Ltd	250		
• Inverkeithing & Dalgety Bay Rotary Club	1,067		
• Inverkeithing Arts Initiative	<u>258</u>	1,725	
Donations (restricted - Garden comp/Flower show)		100	
• Walker family			
Donations (unrestricted)			
• Amazon Smile	26		
• PA Advocacy	<u>100</u>	126	
Grants (restricted - Pantry project)			
• Fife Council:			
- New shelving/roller doors/painterwork	2,000		
- Christmas vouchers	2,500		
- Food & equipment	7,000		
- October playscheme	500		
- Cooking classes	<u>1,440</u>	13,440	
Grants (restricted – Garden comp/Flower show)			
• Fife Council		<u>1,200</u>	
Total grants/donations		16,591	
Other receipts			
• Pantry income	37,251		
• Scottish Land Fund (monies received for 2021 Friary Gardens survey project)	<u>3,604</u>	<u>40,855</u>	
<b>Total receipts</b>		<b>57,446</b>	
<b>Payments</b>			
• Pantry food purchases & other costs	62,219		
• Garden comp/Flower show	1,251		
• Insurances	<u>393</u>		
<b>Total payments</b>		<b>63,863</b>	
<b>Surplus / (Deficit) for year</b>			<b>(6,417)</b>

## Statement of Balances For the year ended 31 March 2023

	£	£
Bank and cash balances at start of year	23,128	
Surplus / (deficit) shown on Statement of Receipts & Payments	(6,417)	
<b>Bank and cash balances at end of year</b>		<b>16,711</b>

### Liabilities

No liabilities at year end.

The restricted funds for the period amount to £16,465 in relation to donations and grants received for the Pantry project and Garden competition/Flower show.

The notes on page 14 form part of these accounts.

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Approved by the Trustees on 3 November 2023 and signed on their behalf by:

**Les Johns**  
Chair



**Anna Johns**  
Treasurer



## Notes to the Accounts for year ended 31 March 2023

### 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 2023, the Trust has unrestricted funds of £13,352.

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 2023, the Trust has restricted funds of £3,359 as follows:

	£
Balance of restricted funds @ 31.3.22	10,452
Add restricted funds received during the year	<u>16,465</u>
	26,917
Less restricted funds spent during the year	<u>23,558</u>
Balance of restricted funds @ 31.3.23	<u>3,359</u>

### 3 Related Party Transactions

No remunerations or expenses were paid to the trustees or any connected persons during the year to end March 2022. (Reimbursements for outgoings relating to charitable activities were made to trustees amounting to £1,127.)