

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	1	Jan	2024	To	31	Dec	2024

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Melvin Village Hall Trustees
SC 005830
Melvin Hall
Duthie Road
Tarves
Postcode AB41 7JX

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chairman		
2	Vicechair		
3	Treasurer		
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document	Deed of Trust and Constitution for Melvin Hall Tarves
Trustee recruitment and appointment	By Public Election

Objectives and activities

Charitable purposes	To provide an amenity to the village and parish of Tarves through maintenance, upkeep and improvement of the hall.
Summary of the main activities in relation to these objects	To provide a facility for various activities eg school concerts; sporting activities; Dancing classes; Flower Show; Charity Fund Raising and other social and cultural events.

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

The Hall continues to be well-used by a range of local groups, organisations and businesses. Replacement windows were installed to the front of the building, with support from a grant from the Scottish Government "Rural Led Local Development" Fund. The main hall floor was given a light resand and seal, following the works in the previous year, to extend longevity. The Hall was grateful to receive a significant (£20k+) legacy.

Financial review

Brief statement of the charity's policy on reserves

The Trustees seek to maintain a reasonable reserve to cover improvements to the Hall and any unforeseen circumstances. This is set at £50k of accessible funds.

Details of any deficit

N/A

Donated facilities and services (if any)

The majority of the maintenance and upkeep is done on a voluntary basis. Any major refurbishment is, where possible, funded by available grants and/or fundraising.

APPENDIX 1

Other optional information

Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)	<div></div>	
Full name(s)		
Position (e.g. Chair)	Treasurer	Chair
Date	2/9/2024	2/9/2024

APPENDIX 3



Independent examiner's report on the accounts

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Report to the trustees/members of

Melvin Village Hall Trustees

Registered charity number

SC005830

On the accounts of the charity for the period

Period start date				Period end date		
Day	Month	Year		Day	Month	Year
1	1	2024	to	31	12	2024

Set out on pages

(remember to include the page numbers of additional sheets)

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 (as amended). 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 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 [other than that disclosed on the attached page*]

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:

Name:

03/09/2025

Relevant professional qualification(s) or body (if any):

ICAS (THE INSTITUTE OF CHARTERED ACCOUNTANTS OF SCOTLAND)

Address:

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

Melvin Village Hall Trustees

SC005830



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	January	2024		31	December	2024

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	24,338				24,338	1,500
Legacies					-	-
Grants		15,868			15,868	-
Receipts from fundraising activities					-	-
Gross trading receipts	18,642				18,642	13,102
Income from investments other than land and buildings					-	
Rents from land & buildings					-	-
Gross receipts from other charitable activities					-	-
					-	-
A1 Sub total	42,980	15,868	-	-	58,848	14,602
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	42,980	15,868	-	-	58,848	14,602
A3 Payments						
Expenses for fundraising activities					-	-
Gross trading payments	19,041	17,662			36,703	30,345
Investment management costs					-	-
Payments relating directly to charitable activities					-	-
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination					-	-
Preparation of annual accounts					-	-
Legal costs					-	-
Other					-	-
					-	-
A3 Sub total	19,041	17,662	-	-	36,703	30,345
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	19,041	17,662	-	-	36,703	30,345
Net receipts / (payments)	23,939	(1,794)	-	-	22,146	(15,743)
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	23,939	(1,794)	-	-	22,146	(15,743)

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	75,236	1,794			77,030	92,773
	Surplus / (deficit) shown on receipts and payments account	23,939	(1,794)			22,145	(15,659)
	Cash and bank balances at end of year	99,175	-	-	-	99,175	77,115
	(Agree balances with receipts and payments account(s))	- 0	-	-	-	- 0	85

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
B2 Investments	Bank Term Deposit		31,416	31,331
	Interest on Term Deposit		615	85
	Total		32,031	31,416

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets					
	Total		-	-	-

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
B4 Liabilities				
	Total		-	-

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
B5 Contingent liabilities				
	Total		-	-

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date of approval

		02 September 2025

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

[illegible]

Type of activity or project supported

Individual / institution

Number of grants made

f

[illegible]

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)

x

Authority under which paid

£

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)

x

Number of trustees

£

Nature of relationship

Nature of transaction

Transaction
amount (£)

**Balance
outstanding at
period end (£)**

Nature of Relationship		Nature of transaction		period end (2)	

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	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations					-	-
Legacies	24,338				24,338	-
Grants					-	1,500
Receipts from fundraising activities					-	-
Gross trading receipts	18,642				18,642	13,102
buildings					-	-
Rents from land & buildings					-	-
Gross receipts from other charitable activities					-	-
Sub total	42,980	-	-	-	42,980	14,602
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
Sub total	-	-	-	-	-	-
Total receipts	42,980	-	-	-	42,980	14,602
Payments						
Expenses for fundraising activities					-	-
Gross trading payments	19,041				19,041	12,139
Investment management costs					-	-
Payments relating directly to charitable activities					-	-
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination					-	-
Preparation of annual accounts					-	-
Legal costs					-	-
					-	-
Sub total	19,041	-	-	-	19,041	12,139
Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
Sub total	-	-	-	-	-	-
Total payments	19,041	-	-	-	19,041	12,139
Net receipts / (payments)	23,939	-	-	-	23,939	2,463
Transfers to / (from) funds					-	-
Surplus / (deficit) for year	23,939	-	-	-	23,939	2,463

Nature and purpose of funds

Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
	Scottish Hydro Grant for Generator	Aberdeenshire Council				
Receipts						
Donations					-	
Legacies					-	
Grants		15,868			15,868	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	15,868	-	-	15,868	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	15,868	-	-	15,868	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments	1,794	15,868			17,662	-
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	1,794	15,868	-	-	17,662	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	1,794	15,868	-	-	17,662	-
Net receipts / (payments)	(1,794)	-	-	-	(1,794)	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(1,794)	-	-	-	(1,794)	-

Nature and purpose of funds

Grant from Scottish Hydro towards generator to enable the Melvin Hall to become a resilience centre for Tarves paid in 2022 and installed in 2023

Income & Expenditure for the period to 31 December 2024

2023	2024	Income	Expenditure	2024	2023
£	£				
12,591.92	18,641.82	Hall Lets	Cleaner	1,749.00	1,912.00
1,500.00	24,338.49	Donations	Heat & Light	4,278.08	2,473.35
		Bank interest	Cleaning materials	227.96	210.80
	15,868.00	Grants (AC for windows)	Insurance	2,402.14	2,278.11
509.69		Other	Booking fees	1,190.75	1,139.00
			Secretary/Accounts	0.00	0.00
			Performing Rights Soc.	137.70	282.48
			Fire servicing	232.80	270.48
			Repairs/renovations	20,267.66	2,970.00
			Bank charges	15.20	29.60
			Other (Generator)	5,781.98	18,206.30
			Gen Expenses	419.33	573.28
<u>14,601.61</u>	<u>58,848.31</u>	Gross Income	Gross Expenditure	<u>36,702.60</u>	<u>30,345.40</u>
			Net Surplus (Deficit) for year	<u>22,145.71</u>	<u>-15,743.79</u>
Net of restricted funding					
2023	2024	Income	Expenditure	2024	2023
£	£				
<u>14,601.61</u>	<u>42,980.31</u>	Gross Income	Gross Expenditure	<u>19,040.90</u>	<u>12,139.10</u>
			Net Surplus (Deficit) for year	<u>23,939.41</u>	<u>2,462.51</u>



Income & Expenditure continued:-

Statement of balances as at 31 December 2024

	2024		2023	Unrestricted		2023
	£	£		£	£	
Current account						
Balance brought Forward	77,029.61	92,773.40		75,235.91	72,773.40	
Income from Receipts & Payments	22,145.71	-15,743.79		23,939.41	2,462.51	
Balance carry Forward	99,175.32	77,029.61		99,175.32	75,235.91	
Cash deposit accounts						
Clydesdale Bank Term Deposit 1.3% to 4/1/2024	31,331.45	31,331.45		31,331.45	31,331.45	
<i>Income on Deposit accounts as reported to OSCR as interest</i>						
Clydesdale Bank Term Deposit	615.31	85.22	Accumulates with cap	615.82	85.22	
<i>Including interest remitted</i>	32,031.98	31,416.67				