

# **Collessie Victory Hall**

Scottish Charity No: SC047973

## **Annual Report and Accounts**

**For the Year Ended**

**31 March 2025**

**Treasurer**

John W Robb

4 The Steadings, Collessie, Fife KY15 7RQ

Tel: 01337 810492

Email: [john2robb@gmail.com](mailto:john2robb@gmail.com)

**Independent Examiner**

Lee A Hartley (Retired Accountant)

3 The Steadings, Collessie, Fife, KY15 7RQ

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**Trustees' Annual Report**Year ended 31 March 2025

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The charity trustees present their report together with the financial statements and the Independent Examiner's report for the year ended 31 March 2025.

**Reference and administration details**

The registered name of the charity is Collessie Victory Hall

Scottish Charity Number SC047973

The charity's address is: 4 The Steadings, Collessie, By Cupar, Fife KY15 7RQ

The charity trustees are (or were during the period of this report):

Julie Reekie	Chair
John Robb	Treasurer
Clare Lewis-Robertson	Secretary
Kevin Smith	Booking Secretary
Steven Skilbeck	I.T. Website
Joyce Postma	

The AGM was held on 12<sup>th</sup> May 2024. All of these are listed as charity trustees.

**Structure, governance, and management**

Collessie Victory Hall is a trust and unincorporated association governed by its Trust Deed and Constitution. It was opened in 1924 and handed over to the residents of Collessie by the Earl of Leven and Melville in a Disposition of 1933. The original constitution was adopted by the trustees at a General Meeting held on 09 March 1933. In November 1957 the Hall Trustees, inhabitants of the Parish of Collessie resolved to consolidate all the rules for the management of the Hall and the regulation of their business. This is the Deed of Trust made on 25 November 1957. The then Trustees reviewed and updated these documents in 2010 and an amended constitution was adopted at the Annual General Meeting on 20 May 2010.

The Hall is run on behalf of the community by a committee whose members are the charity trustees. Committee members are normally elected annually by members of the community who attend the AGM in May. All committee members normally retire annually at the AGM but are eligible for re-election. Vacancies may be filled by co-option if necessary.

**Objectives and activities**

Section 2 ("Objects") of the Constitution of Collessie Victory Hall states:

"The objects of the Hall trustees shall be to promote the benefit of the inhabitants of Collessie and its environs (...) to advance education and to provide facilities, or assist in the provision of facilities, in the interests of social welfare for recreation and other leisure-time occupation so that the conditions of their lives may be improved. This shall all be done in accordance with Equal Opportunities legislation. The Hall must be devoted to charitable purpose, which shall mean a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005."

**Trustees' Annual Report**Year ended 31 March 2025

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The committee fulfils the purposes of the Constitution by:

1. Providing and maintaining a resource for the community, to be used at will.
2. Organising events which are socially integrative and conducive to the welfare of the community.
3. Being a focal point for village residents to meet and socialise on a regular basis.

The Hall is available for booking every day of the week and is used for a variety of purposes. These include village gatherings; coffee mornings; yoga, ceilidh dancing, country dancing and dog training; private functions, public meetings and other social and/or fundraising events. The Hall is used as a polling place for local and national elections. The Hall became registered as a Scottish charity on 05 December 2017.

**Achievements and Performance**

The property has been maintained in good order and safe for public use. This has included replacing the oil tank outside (bought Sept 2024 - £1745 and installed in Oct 2024 - £870) to replace the old tank that had been previously condemned by the heating engineers. The central heating boiler was also replaced in October 2024 (£6378) due to the continual break down of the old boiler. The fire equipment is checked annually at a cost of £59. The Music Licence renewed at a cost of £154 in May 2024. The roof was inspected due to a leak and was repaired at a cost of £330.

Due to an inconsistency in charges, it has been agreed by the committee to charge everyone the same price per hour when using the hall.

The Hall has been used for groups and classes and now have weekly yoga, country dancing and ceilidh classes with a fortnightly coffee morning. Fundraising events have included a Vintage Tea Party 27<sup>th</sup> April; a BBQ, Duck Race down the burn with a raffle to raise funds on 4<sup>th</sup> August and a Quiz Night on 26<sup>th</sup> November. We also had a Christmas craft afternoon on 1<sup>st</sup> December, using funds from the Heids and Herts Scotland project (Scottish Charitable Incorporated Organisation SC051039), which aims to reduce rural social isolation within local communities. These funds were used to purchase materials for the event. On 12<sup>th</sup> December we held our traditional Christmas Social Gathering in the hall with mulled wine. Another Quiz Night took place on 22<sup>nd</sup> February 2025.

Following the closure of Collessie Church in September 2022, the War Memorial plaque was relocated to the Hall and an Act of Remembrance held on Sunday 10 November 2024 within the hall to commemorate Armistice Day.

**Trustees' Annual Report**Year ended 31 March 2025

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**Financial review**

With total income of £3,602 (2023/24: £4,693) and total expenditure of £13,674 (2023/24: £5,768) the charity recorded a deficit for the year of £10,073 (2022/23: deficit £1,075).

The main source of income is from fund raising £142, hall letting £2,233 and occasional lets £531 with donations of £463 and grants of £203 and the sports club £30. This gave a total income of £3,602 (2023/24: £4,693).

Expenditure on utilities and cleaning was £1,288 and £655 respectively (2023/24: £1,538 and £450). The price of heating oil has reduced in comparison to the previous year £611 for 1000Ltrs; (2023/24: £914 for 1000Ltrs). Electricity costs have also reduced in comparison to the previous year £667 (2023/24: £1140). The Music Licence for the year was paid in May 2024 totalling £155. Insurance was £842 (2023/24: £805).



On 31 March 2025 the Hall held a general unrestricted reserve of £11,260 (2023: £21,332). The significant reduction in reserves was due to replacement of the boiler and oil tank during the year, costing a total of £8,994. This reserve is held primarily to cover running costs in the event of unforeseen loss of income or further major repairs.

**Donated facilities and services**

The charity received financial donations of £463 (2023/24: £226). Car park donations of £135, £33 from the art exhibition and Christmas craft afternoon and also from the Christmas gathering in the hall. There was also other various donations of £225 from residents of Collessie who also donated their time and skills to help in raising funds for the hall, also their time to control the weeds, plants and maintain tubs in the Hall car park and doing a deep clean in the hall.

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

Signed on behalf of the charity's trustees.

Signature	Name	Date
	Julie Reekie, Chair	8/11/25
	John Robb, Treasurer	8/11/25

**Independent Examiner's Report**

Year ended 31 March 2025

I report on the financial statements of the Collessie Victory Hall for the year ended 31 March 2025 which are set out on pages 7 to 8.

**Responsibilities and basis of report**

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 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.

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

Signed: 

Date: 16/10/25

Name: Lee A Hartley  
Retired Accountant

Address: 3 The Steadings, Collessie, By Cupar, Fife KY15 7RQ

## Statement of Receipts and Payments

Year ended 31 March 2025

	2025 Unrestricted funds	2025 Restricted funds	2025 Total	2024 Unrestricted funds	2024 Restricted funds	2024 Total
	£	£	£	£	£	£
<b>Receipts</b>						
Donations	463	-	463	226	-	226
Legacies	-	-	-	-	-	-
Grants	203	-	203	847	-	847
Fundraising	142	-	142	1068	-	1068
Hall lets	2794	-	2794	2552	-	2552
PPL Licence	-	-	-	-	-	-
Refund						
<i>Sub-total</i>	<i>3602</i>	<i>-</i>	<i>3602</i>	<i>4693</i>	<i>-</i>	<i>4693</i>
Proceeds from sales of assets or investments	-	-	-	-	-	-
<b>Total receipts</b>	<b>3602</b>	<b>-</b>	<b>3602</b>	<b>4693</b>	<b>-</b>	<b>4693</b>
<b>Payments</b>						
Fundraising expenses	150	-	150	428	-	428
<i>Payments for charitable activities</i>						
Utilities:	1288	-	1288	1538	-	1538
Electricity + heating oil						
Water & waste	-	-	-	-	-	-
Insurance	842	-	842	805	-	805
Licences	155	-	155	-	-	-
Cleaning	655	-	655	450	-	450
Repairs & maintenance	9636	-	9636	1533	-	1533
Fire precautions, health & safety	59	-	59	59	-	59
Hall equipment	-	-	-	-	-	-
Sundries	889	-	889	955	-	955
<i>Sub-total</i>	<i>13674</i>	<i>-</i>	<i>13674</i>	<i>5768</i>	<i>-</i>	<i>5768</i>
Purchase of fixed assets or investments	-	-	-	-	-	-
<b>Total payments</b>	<b>13674</b>	<b>-</b>	<b>13674</b>	<b>5768</b>	<b>-</b>	<b>5768</b>
<b>Surplus/(deficit)</b>	<b>(10072)</b>	<b>-</b>	<b>(10072)</b>	<b>(1075)</b>	<b>-</b>	<b>(1075)</b>

**Statement of Balances**

Year ended 31 March 2025

**Cash funds**

	Unrestricted funds	Restricted funds	2025 Total	2024 Total
	£	£	£	£
Cash and bank balance at start of year	21332	255	21587	22662
(Deficit)/ surplus shown on receipts and payments account	(10072)	0	(10072)	(1075)
<b>Cash at bank and in hand at end of year</b>	<b>11260</b>	<b>255</b>	<b>11515</b>	<b>21587</b>

**Bank & Cash Balances**

	2025 Total	2024 Total
	£	£
Bank current account	11419	21442
Cash in hand	96	145
<b>Total</b>	<b>11515</b>	<b>21587</b>

**Investments or other assets**

Second-hand Heartsine 500P Defibrillator and External Heated/ Alarmed Cabinet; purchase price £800 on 03 April 2018, for public use.

**Liabilities and contingent liabilities**

None

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

Signature

Name

Date

Julie Reekie, Chair

John Robb, Treasurer

8/11/25



**Notes to the Financial Statements**Year ended 31 March 2025

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**1. Basis of Preparation**

These accounts have been prepared on a Receipts and Payments basis in accordance with the:

- The Charities & Trustee Investment Act (Scotland) 2005, and
- Charities Accounts (Scotland) regulations 2006 as amended in 2010.

**2. Trustee Remuneration and Expenses**

No trustees or connected persons received any remuneration during the year (2024: nil).

Expenses totalling £819 were reimbursed to three trustees (2024: £1469). These were for £591 on Heids & Hearts equipment, £58 on advertising, £95 for BBQ supplies, Website Domain £16, £12 on Armistice Day catering and £48 for the Xmas Gathering .

**3. Restricted Funds**

The residents of the village decided to raise funds for a defibrillator following a public meeting in February 2016. The Hall committee agreed that the defibrillator could be located at the hall and that the hall bank account could be used as a repository for the funds raised. All monies donated towards the defibrillator fund are restricted for the purpose of purchase, installation, and maintenance of the defibrillator. Fundraising was completed in 2017-18 and funds were used to purchase and install a second-hand defibrillator in 2018. This left a balance of £343 in the defibrillator fund which will be used to pay for future maintenance costs (e.g., servicing and replacement of the battery). Once these funds are exhausted this function will revert to the hall unrestricted funds. The battery was replaced in April 2021 at a cost of £88 leaving a balance of £255 in the restricted fund.