

APPENDIX 1



Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	06	04	2023		05	04	2024

Office of the Scottish Charity Regulator

Reference and administration details

Charity name	Friends of Coldingham Priory
Other names charity is known by	The Friends of Coldingham Priory
Registered charity number	SC034929
Charity's principal address	The Paddock West Loch Road Coldingham, Eyemouth Berwickshire Postcode TD14 5UE

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	Mr George Prentice	Chairperson		
2	Mr David Campbell	Treasurer		
3	Mrs Anne Dall	Secretary		
4	Rev. Andrew Haddow	President		
5	Mr William Muir			
6	Mrs Bobbie Prentice			
7	Mr Alan Barron			
8	Mr Chris Short			
9	Ms Audrey Aitchison			
10	Mr Richard Blake			
11	Mrs Rhona Goldie			
12				
13				
14				
15				
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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

The charity is an unincorporated association whose purposes and administration arrangements are set out in our constitution.

The membership elects the management committee at the AGM.

The charity is independent of any other body.

Trustee recruitment and appointment

The charity trustees are recruited and appointed from within the membership.

The President of the charity is the incumbent minister of Coldingham & St Abbs Parish Church.

The Treasurer is the appointed congregational Treasurer of the Priory Church or such other person as may be elected at the annual general meeting by the membership.

Objectives and activities

Charitable purposes

Our purposes are; - to educate the public in the history and architecture of the Priory, and to promote the awareness of the early Christian heritage of the area by encouraging visitors singly and in groups.

To work towards the improvement of the Priory and its environs by liaising with the local authority and other relevant organisations and to seek financial assistance for such improvements.

Summary of the main activities in relation to these objects

Opening and staffing the Priory on summer afternoons. Displaying information and selling leaflets. Hosting group visits.

Contributing to the maintenance of the Priory.

Sponsoring archaeological survey work in the area of the Priory

Ongoing involvement in Priory community garden maintenance.

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Achievements and performance

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

The Friends successfully operated the usual Summer open afternoon programme over the summer months of 2023.

The Priory Garden Project, with financial support from the Drone Hill Community Fund, was largely completed in 2023/24.

The Friends organised a successful concert in early 2024 and this raised funds for the Red Cross.

The open afternoons will take place again over summer 2024.

Financial review

Brief statement of the charity's policy on reserves

The policy is to hold sufficient financial reserves to meet commitments, and to build financial reserves and seek grant aid toward any anticipated projects.

Details of any deficit

Reflecting fundraising in 2022/23, there was a deficit in the last year through expenditure on the project funded in the prior financial year. Over the two years there was a small surplus.

Donated facilities and services (if any)

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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)



Full name(s) : George Prentice

Position (e.g. Chair) : Chairperson

Date

13-5-24

Receipts & Payments

Year to 5th April

	2024 £	2023 £
Receipts		
Subscriptions	342.50	400.00
Donations	57.50	50.00
Bank Interest	-	-
Sales	34.20	24.10
Fund Raising	46.12	3,552.34
Tax Recovered on Gift Aid	-	60.87
Total Receipts	480.32	4,087.31
Payments		
Printing	-	-
Postage	-	-
Insurance	383.20	348.46
Misc. inc. event outlays	89.88	201.60
Priory Archaeology	55.00	55.00
Priory Garden Project	2,305.17	600.00
Total Payments	2,833.25	1,205.06
Surplus/deficit for Year	- 2,352.93	2,882.25

Statement of Balances

5th April

	2024 £	2023 £
Bank and cash in hand		
Opening Balance	4,984.42	2,102.17
Surplus/Deficit for Year	- 2,352.93	2,882.25
Closing Balance	2,631.49	4,984.42
Reserves		
Bank	2,631.49	4,984.42
Cash in Hand	-	-
Closing Balance	2,631.49	4,984.42


All funds are unrestricted

Approved by the Trustees and signed on their behalf

George Prentice, Chairperson:



David Campbell, Treasurer:


13-5-24

APPENDIX 3

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Scottish Charity Regulator

Independent examiner's report on the accounts

Report to the trustees/members of Charity name: Friends of Coldingham Priory

Registered charity number SC034929

On the accounts of the charity for the period: Period start date (Day, Month, Year) to Period end date (Day, Month, Year)

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. 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 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 [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: Allan Simmons

Date: 5 June 2024

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

Former Coldingham Society Treasurer

Address:

1 Lowicke House, Ringslade Road
Highweek
Newton Abbot
TQ12 1DF

*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