

# **Limekilns Heritage Trust SCIO**

**A Scottish Charitable Incorporated Organisation  
Registered with the Office of the Scottish Charity Regulator No SC047075**

## **Annual Report for the Year to 31<sup>st</sup> January 2023**



Photographs:

Front cover: Limekilns Pier, 1<sup>st</sup> April 2021, after investigation work in March 2021.

(Ian Cruickshank)

Page 8: Phase 1 of our 'Limekilns Beacon Way' path laid on the pier, 5<sup>th</sup> July 2023.

(Mike Graham)

# **Limekilns Heritage Trust SCIO**

## **Annual Report for the Year to 31 January 2023**

The trustees have pleasure in presenting their annual report together with the financial statements and the independent examiner's report for the Year to 31<sup>st</sup> January 2023.

### **Reference & Administrative Information**

#### **Charity Name**

Limekilns Heritage Trust SCIO

#### **Charity No**

SC047075

#### **Contact address**

c/o Robert Peebles, Treasurer, 3 Brucehaven Crescent, Limekilns, Dunfermline KY11 3JJ

#### **Current Trustees**

Russell Kelly (Chairman)	(re-elected 21 <sup>st</sup> December 2022)
Gavin Carter (Secretary)	(re-elected 21 <sup>st</sup> December 2022)
Robert Peebles (Treasurer)	(re-elected 21 <sup>st</sup> December 2022)
Alex Hill	(re-elected 21 <sup>st</sup> December 2022)
George Scrivener	(re-elected 21 <sup>st</sup> December 2022)
Phil Whetton	(re-elected 21 <sup>st</sup> December 2022)
Craig Lindsay	(re-elected 21 <sup>st</sup> December 2022)
Rona Sarafilovic	(retired 21 <sup>st</sup> December 2022)
Roger Hart	(elected 21 <sup>st</sup> December 2022)

All trustees served throughout the year and to date of signing except as stated.

### **Structural Governance & Management**

#### **Status**

The Trust is an incorporated organisation. It is governed by its constitution which was adopted by the steering committee on 22<sup>nd</sup> December 2016 and confirmed by OSCR on 6<sup>th</sup> January 2017 when status as a Scottish Charitable Incorporated Organisation was granted.

#### **Recruitment and appointment of trustees**

The management committee are the charity's trustees. They aim to meet every few weeks with others who can offer special help or advice. The trustees are appointed or re-appointed annually by the members at the Annual General Meeting (AGM<sup>s</sup>) held each year at a date decided by the trustees under the Trust's constitution. Membership of the Trust is open on payment of a joining fee to all adult residents of the communities of Limekilns, Charlestown and Pattiesmuir in Fife and other interested parties at the discretion of the trustees. Under the constitution, the minimum number of trustees is five and the maximum ten, of whom no more than three may be co-opted by the elected trustees.

#### **Management**

The trustees are responsible for the strategic direction, governance and day-to day running of the Trust, assisted by volunteer members. There are no paid employees.

The trustees are aware that future activities may involve contact with children and disadvantaged groups. Health & Safety would also be a concern. The trustees plan to ensure that suitable policies are in place for such eventualities and that other statutory obligations such as data protection are met in full.

The trustees receive no remuneration in that role and are reimbursed expenses only to the extent that they are incurred solely for the benefit of the Trust and that neither the trustee concerned nor any associated party obtains benefit therefrom except as a member of the community in general.

# **Limekilns Heritage Trust SCIO**

## **Annual Report for the Year to 31 January 2023**

### **Objectives & Activities**

#### **Charitable purposes**

(a) The advancement of heritage by promoting, facilitating and/or undertaking preservation, restoration and development of historic sites within the communities of Limekilns, Charlestown and Pattiesmuir in the county of Fife such that the benefit derives to those communities and the wider public by bringing back into use and/or extending public access to those assets.

(b) The advancement of education by teaching and informing schoolchildren, community groups, clubs and individuals of the history and structure of the community area in general and of the restored/developed assets in particular and the various skills and techniques used in their original construction and their restoration.

#### **Activities and achievements**

The main activity of the Trust continues to be ‘Saving Limekilns Pier for the Community’: restoration of this very popular, historic and much utilised but severely eroded structure.

The owners of the pier, Broomhall Estate, have agreed to grant the Trust a long-term lease of the structure and attaching access ground at a nominal rent. However, the Trust cannot realistically undertake such a lease without the resources to restore the damaged section.

As reported last year, investigation work in March 2021 established that the pier foundations were in sound condition and as a spin-off provided a temporary covering for the exposed eroded infill to buy us a little time in implementing a more permanent solution. It was estimated that rebuilding of the eroded corner area might be achieved at a cost of £100,000.

With a clear fund-raising target defined, it was proposed that we might achieve that goal by persuading potential donors to participate in a ‘Limekilns Beacon Way’ project, whereby donations would be acknowledged with an inscribed paving stone in a permanent pathway on the pier itself.

Implementation of the project was meticulously planned. Sample engraved stones were obtained and mounted in a substantial display frame generously built by trustees. A website interface was created to enable credit card donations to the project and the recording of donor details, for which we are eternally grateful to Mr André Sarafilovic. Vigorous testing followed, leaflets and posters designed and printed, and word put out about this wonderful opportunity to record a message for posterity.

The project was launched at our ‘May Day 2022 Dip’ with a greatly encouraging response. The first donation had been received shortly before, commemorating the service of our local primary head teacher on her retirement. A leaflet drop in May to every household in the local community enhanced the response and by the end of July we had received enough donations to make the project viable. We decided to order significantly more blanks than required for our first phase of the path so that further orders in the near future would be delayed only by the time taken to have them engraved. Donations continued to flow in, bolstered by publicity on social media, and by December we were able to place an order for the first phase of 130 stones.

Including other donations of £754, we received over £26,450 of donations in the year, for all of which we are exceedingly grateful and express our heartfelt thanks.

Fundraising continues apace in the current year: we held a very successful concert featuring The Band of HM Royal Marines Scotland in March. Beacon Way donations continue to flow in, the first phase of the path was laid in May to much acclaim and a second phase of stones are now on order.

Funds have increased significantly in the year under review, receipts exceeding payments by a very wide margin and we see real progress in our pier restoration project.

# **Limekilns Heritage Trust SCIO**

## **Annual Report for the Year to 31 January 2023**

### **Financial review**

An 'Awards for All' grant of £7,256.00 was received early in 2018 from what is now The National Lottery Community Fund towards our project 'Saving Limekilns Pier for the Community'. This sum was granted to enable us to carry out an engineering survey, an associated report on quantities and cost and other expenditure related to the project. As such, they are restricted funds as defined below in Accounts Note 2, and disposable only on related expenditure. Accordingly, they were allocated to a restricted 'Awards for All' Grant Reserve. Payments made in the year totalling £1,208.87 (2022: £837.47), qualify under this restriction, of which only £381.85 can be charged to this reserve, leaving a net residue of Nil (2022: £381.85).

The year under review has seen a transformation in our finances in that we were able to hold two 'Dips', a deferred 2022 one on 1<sup>st</sup> May of that year and our normal 'New Year's Day' one in 2023. More significantly, however, our fund-raising 'Beacon Way' project has proved very popular. Launched in May 2022, it had raised a gross £25,700 by our year end. Further smaller donations included an anonymous £400.00 and smaller amounts from collecting cans and online through JustGiving. Altogether, receipts of £29,133.68 (2022: £2,673.83) related solely to funding our pier project and are credited to the Pier Restoration Reserve. Of the total payments, part was charged to the grant reserve as above and the remainder of £8,037.31 (2022: £6,656.62) to Pier Restoration. The net addition to this reserve is £21,096.37 (2022: charge £3,982.79), bringing the year-end balance to £27,807.97 (2022: £6,711.60).

The only unrestricted income arises from members' joining fees £5.00. £15.00 (2022: Nil) was received in the year so the balance on our General Reserve increases to £235.00 (2022: £220.00).

As mentioned above, the level of receipts in the year exceeded our payments made, producing a surplus for the year of £20,729.52 (2022: deficit £4,820.26). This brought the total reserves at the year end to £28,042.97 (2021: £7,313.45), allocated as above.

### **Reserves Policy**

The trustees consider that the total reserves now held are at a level sufficient to fund their immediate anticipated activities, all targeted toward the general aim of pier restoration and related education, now funded solely from the Pier Restoration Reserve.

### **Plans for Future Periods**

The trustees intend to continue with their main aim of 'Saving Limekilns Pier for the Community'. This will be focussed principally on raising funds to enable vital rebuilding of the eroded south-west corner of the pier to commence, based on professional advice and reports, and to support ongoing maintenance. Fundraising efforts will concentrate mainly on the 'Beacon Way' project mentioned above, which has continued to prove highly popular. They will apply for grant funding as opportunity permits to aid progress toward pier restoration. Once funding is secured, they intend to take on a long-term lease of the pier and to develop it to maximise the benefit to the community and the public at large. Education will also be a major objective, and will continue as opportunities allow. Beyond that, the trustees may be able to look at other relevant projects and their financial feasibility.

Approved by the trustees on 4<sup>th</sup> October 2023 and signed on their behalf by

**Russell Kelly, Trustee**

**Robert Peebles CA, Trustee**

# **Limekilns Heritage Trust SCIO**

## **Annual Report for the Year to 31 January 2023**

### **Independent Examiner's report to the trustees of Limekilns Heritage Trust SCIO**

I report on the accounts of the charity for the year ended 31 January 2023 that are set out on pages 5 to 8.

#### **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 ('the 2005 Act') and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's Trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 2005 Act and to state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's report**

My examination is carried out in accordance with Regulation 11 of the 2006 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.

- 1 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 Regulations, and
  - b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave 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.

**Joyce Peggie**

**15 Dovecot Park**

**Glenrothes**

**Fife**

20<sup>th</sup> October 2023

# Limekilns Heritage Trust SCIO

## Annual Report for the Year to 31 January 2023

### Receipts and Payments Account

<b>Receipts</b>	<b>Note</b>	<b>Year to 31/01/2023 £</b>	<b>Year to 31/01/2022 £</b>
Joining fees: £5 per individual		15.00	-
Beacon Way Donations	4	25,700.00	-
Sundry Donations	4	616.22	2,648.83
Fundraising: May / January Dips		<u>£.</u>	<u>£.</u>
Registrations		1,295.00	-
Raffle		1,071.70	-
Donations	4	138.26	-
Catering Concessions		<u>298.00</u>	<u>-.</u>
Gift aid on donations	5	<u>14.50</u>	<u>25.00</u>
<b>Total receipts</b>		<b>29,148.68</b>	<b>2,673.83</b>
<b>Payments</b>			
		<u>£</u>	<u>£</u>
Pier investigation: State of foundations:			
Contractor		-	4,602.09
Engineer		<u>-.</u>	<u>1,581.12</u>
		-	6,183.21
Fundraising: Beacon Way project			
Paving Stones		6,761.16	271.41
Publicity	3	325.59	-
Planning fee		<u>-.</u>	<u>202.00</u>
		7,059.09	473.41
Dips - First Aid Presence		151.20	-
Insurance	6	436.68	430.99
Web site expenses	3	326.08	323.68
Administration	7	<u>446.11</u>	<u>82.80</u>
<b>Total payments</b>		<b>8,419.16</b>	<b>7,494.09</b>
<b>Surplus / (Deficit) for the year</b>		<b><u>20,729.52</u></b>	<b><u>(4,820.26)</u></b>

# Limekilns Heritage Trust SCIO

## Annual Report for the Year to 31 January 2023

### Statement of Balances

		As at <u>31/01/2023</u>	As at <u>31/01/2022</u>
<b>Bank and cash</b>	<u>Note</u>	<u>£.</u>	<u>£.</u>
Opening balance		7,313.45	12,133.71
Surplus / (Deficit) as above		<u>20,729.52</u>	<u>(4,820.26)</u>
Closing balance		<u><b>28,042.97</b></u>	<u>7,313.45</u>
Represented by:			
Balance at Clydesdale Bank		28,042.97	7,313.45
Cash		<u>-</u>	<u>-</u>
Total bank and cash		<u><b>28,042.97</b></u>	<u>7,313.45</u>
<b>Reserves</b>	2		
General Reserve (unrestricted)		235.00	220.00
Pier Restoration Reserve (restricted)		27,807.97	6,711.60
'Awards for All' Grant Reserve (restricted)		<u>-.</u>	<u>381.85</u>
Total reserves		<u><b>28,042.97</b></u>	<u>7,313.45</u>
<b>Assets and Liabilities</b>			
Debtor	3,8	<u>-.</u>	<u>27.66</u>
Creditor	3,8	<u><b>98.65</b></u>	<u>-.</u>

In the opinion of the trustees, the Trust has no other material assets or liabilities at the year end.

Approved by the trustees and signed on their behalf on 4<sup>th</sup> October 2023 by

**Russell Kelly, Trustee**

**Robert Peebles CA, Trustee**

# **Limekilns Heritage Trust SCIO**

## **Annual Report for the Year to 31 January 2023**

### **Notes to the Accounts**

#### **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 charity's objects. The only such funds received are the £5.00 joining fees of members. Three members joined during the year: General Reserve increases to £235.00 (2022 £220.00).

Restricted funds may only be used for specific purposes specified by the donor or if the funds are raised expressly for particular purposes. Donations, gift aid thereon and fundraising receipts totalling £29,133.68 (2022 £2,673.83) have been received on the basis of saving Limekilns Pier and associated publicity and education and have been credited to the Pier Restoration Reserve. A charge of £8,037.31, being total payments of £8,419.16, less £381.85 charged to the Grant Reserve, was made to this reserve (2022 £6,656.62). The net credit to this reserve was £21,096.37 (2022 net charge £3,982.79).

The 'Awards for All' grant of £7,256.00 received in the year to 31<sup>st</sup> January 2019 was similarly for 'Saving Limekilns Pier for the Community' but on a slightly more restricted basis and a new reserve was created to account for these funds. Payments made in the year amounting to £1,208.87 (2022 £837.47) qualify under the relevant criteria but the charge is limited to the balance brought forward on the reserve of £381.85. This reserve now has a zero balance.

#### **3 Related Party Transactions**

The Trust's insurance policy includes Trustee Indemnity Insurance for all its trustees. No other remuneration was paid to the trustees or to any connected persons during the period. Expenses incurred by the Trust which were met by trustees personally for logistical reasons were reimbursed without gain to the individual and with the approval of the trustees. The amounts involved were £326.08 for web site expenses and £325.59 for Beacon Way project publicity material. An amount of £27.66 due from a trustee at the end of the previous period in respect of sponsorship of a sample paving stone was received in full on 2<sup>nd</sup> February 2022, having been included as a debtor in the balance sheet as at 31<sup>st</sup> January. £98.65 in sponsorship of stones by a trustee in January 2022 was superseded by full donation in January 2023. The £98.65 was refunded on 23<sup>rd</sup> February 2023 and included as a creditor at year end.

#### **4 Donations**

The year saw the launch of our major fundraising 'Beacon Way' project, offering new donors acknowledgement of their gift by way of an engraved paving stone on a pathway to be laid on Limekilns Pier, the size of stone linked to the size of donation. The aim is to raise £100,000 toward restoration of a corner of the pier. The scheme has proved highly successful and by 31<sup>st</sup> January 2023 £25,700 had been received. Further donations continue through this current year. Other donations totalling £616.22 consisted of an anonymous gift of £400.00 and various small amounts given either directly online or in collecting cans in the local public bars. A further £138.26 was received at our fundraising May Day and New Year's Day 'Dips'.

# Limekilns Heritage Trust SCIO

## Annual Report for the Year to 31 January 2023

### Notes to the Accounts (cont'd)

#### 5 Gift Aid on donations

The Trust has an arrangement with JustGiving UK to collect on our behalf certain gift-aided donations made to us via their website. Their charges amount to 1.9% of each donation plus 20p. They make the appropriate Gift Aid claim to HMRC on our behalf and remit the amount of this direct to our bank account less an administration charge of 5%.

Gift Aid on other qualifying donations received were not claimed direct from HMRC until after the year end and so are not included in debtors at that date.

#### 6 Insurance

A comprehensive insurance policy including public liability and trustee liability cover is in place with a renewal date of 1<sup>st</sup> January. The premium for the calendar year 2023 is £382.24 (2022: £371.68, 2021: £365.99), payable in ten monthly instalments commencing February. Broker's fees of £65.00 (2022 £65.00) are additionally included in this category. Total charge for the reported year is thus £436.68 (2022: £430.99).

#### 7 Administration

Payments of card processing fees relate to Square (Beacon Way donations) £441.45, JustGiving (other online donations) £3.63 and SumUp (our own card reader) £1.03, Total £446.11.

#### 8 Period end assets and liabilities

The trustees are aware of no other material assets or liabilities of the Trust at the year end except as stated below.

We owned, and continue to own, a supply of blank stones at Fundraising Engraving (UK) Ltd, but the value is unquantifiable due to unknown future usage: the cost is written off.

As stated at Note 5. above, Gift Aid on donations made direct to us after 5<sup>th</sup> April 2020 was unclaimed by us until after the year end date and has not been included as a debtor.



