



Scottish Charity: SC042663

Trustees' Annual Report
&
Receipts and Payments Accounts
1 January - 31 December 2024

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Westhill & District Men's Shed
SC042663
TRUSTEES' ANNUAL REPORT
For the year from 1 January to 31 December 2024

TRUSTEES ANNUAL REPORT

The Trustees present their annual report and financial statements for the year ended 31st December 2024 along with the independent examiner's report.

Reference and Administration Details

Charity Name: Westhill & District Men's Shed
Also known as: Westhill Men's Shed
Charity number: SC042663
Registered Office and Principal Address: Westhill Men's Shed, Hays Way, Westhill, AB32 6XZ
Independent Examiner Susan Godsall ACIE
35 Keptie Road
Arbroath
Angus DD11 3EF

Trustees

The following served as charity trustees during the year and up to the date of this report:

Bob Paton	Chair (until May 2024 – retired due to ill health)
Nicholas Pilbeam	Secretary
Ian MacMaster	Vice-chair (acting Chair from May) (Chair from September 2024)
Graham Stanley	Treasurer
Roderick Junor	Trustee
Alistair Stewart	Trustee
James Westwood	Co-opted (from May 2024 acting vice chair until September) (acting Chair November to year end to cover absence of Ian MacMaster)

Structure, Governance and Management

The Shed in this report will refer to Westhill & District Men's Shed.

The charity is a voluntary association governed by its constitution which was adopted in August 2011 and registered with the Office of the Scottish Charity Regulator (OSCR) as a SCIO. The management and administration of the charity is the responsibility of the charity trustees. New trustees are proposed and seconded by members and appointed by members in a ballot, if necessary, at an AGM.

Westhill & District Men's Shed

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TRUSTEES' ANNUAL REPORT

For the year from 1 January to 31 December 2024

Objectives and Activities

The **purpose** of the organization is to address the social, health and wellbeing needs of men of all ages (18+) and backgrounds living in Westhill and surrounding areas, through the creation, upkeep and development of facilities in which men can meet and jointly or individually undertake creative, physical and recreational activities of their choice.

The **main activity** of the charity is to provide a building with a workshop area and provision for social interaction. The members undertake projects, meetings and social events in the building.

CHAIRMAN'S REPORT

This has been another successful year with the Shed fulfilling the prime purpose of providing a safe and welcoming environment for men to relax and share time together, while pursuing individual and shared interests, including bridge and woodturning.

The Shed has supported the community by completing many projects at the lowest possible cost and by providing a repair facility for a wide variety of items that otherwise would be consigned to the scrap heap. Examples include refurbishing benches at Blackhills Court and a number of mobility scooters which have been restored and returned to the community at low cost.

Management of the shed has had its difficulties due to the onset of illness and subsequent loss of our late chairman Robert (Bob) Paton. Bob's passion for the shed was unfailing to the end and we continue to benefit from his past initiatives.

The wood working activities have been maintained by the takeover of the co-ordinator position by Jim Westwood, whose enthusiasm and determination to maintain the established high standard appears boundless.

We receive support from the Westhill recycling centre. By arrangement with Aberdeenshire Council, the operators select items we can repair/recycle/upcycle as part of the circular economy and contribute a significant funding stream.

Donations to the shed from the local population and items from shed and garage clearances are an important source of items, which we are able to sell on to maintain our funds. This requires significant effort from a number of people to whom we are grateful for their time.

Our late chairman established a working relationship with a local scrap metal merchant which has continued to be very successful both practically and financially.

The engineering shop has continued with the service and repair of mowers, strimmer's and other gardening equipment, while the electrical and electronic repair shop has completed the restoration of many items which their owners would otherwise have given up on.

The watch and clock service and repair continues to provide a popular service to the community, with many timepieces back in use after many years of inactivity.

The 3D and modelling section has continued the production of many unusual items as well as the sale of model railway and Scalextric items.

Westhill & District Men's Shed

SC042663

TRUSTEES' ANNUAL REPORT

For the year from 1 January to 31 December 2024

The purchase of a CNC router/engraver has enabled us to produce new items such as house signs and will develop further as knowledge and experience turns to expertise

Maintenance and development of the shed is ongoing with external paintwork completed and other projects in hand. The floor of the Kabin has been replaced with wood effect laminate which provides a brighter easy clean surface compared to the previous carpet tiles.

Our financial position is stable and is constantly monitored with great diligence by our treasurer, with the support of the other trustees. Their commitment to the organisation must be recognised and appreciated.

My particular thanks go to Jim Westwood who stood in as chair, at short notice, when I disappeared on 3 months walkabout.



Ian MacMaster
Chairman

FINANCIAL REVIEW

Receipts and Payments

Throughout 2024 the Shed's finances remained in a sound state. Relative bracketed amounts refer to the previous accounts from 2023

Income for 2024 amounted to £44,211 (up from £40,448) with two restricted (one requested anonymity as sponsor for the raffle) and one unrestricted grant to take into account. Commissioned work, including repairs and servicing brought in some £14,144 (down from £16,209), and sales to raise funds £16,231 (up from £13,819). Thus, receipts from commissioned projects and sales, which remain our two major income streams, contributed a total of £30,375 or 69% (up from £30,028 or 74%). Donations and grants raised £6,212 (down from £6,818) including Gift Aid which was offset by the restricted contribution of £500 towards the ticket printing. Another restricted grant, standing orders and small donations scheme raised income of £3,304, Vinespring Church £1,200, (ends December 2024) and unrestricted grant from Subsea 7 £250. Our bi-annual raffle raised £3,060 and £800 was received from NISA, which is the local Co-Op community fund, for use in community projects which was used as detailed in the accounts following. The usual contributions for services provided such as tool sharpening, repairs and tool sales, has ensured the year ended with a healthy bank balance and we express our appreciation and gratitude to those who have generously supported the Shed. "Other" receipts were up significantly chiefly due to the payments from HMRC of £923 and improved rates giving £806 interest. The Christmas meal at the Shed broke even.

Expenditure for 2024 totaled £30,799 (up from £24,960 in 2023). The costs of running the Shed in 2024 are represented by £16,839 (55%) and is our largest expenditure with electricity £5,028 (up 20%), insurance and other essential costs, including maintenance, running at £8,075; remaining running costs are accounted for as communications with computing at £1,821, food and domestic (non-workshop) supplies £1,910. The majority of the remaining outlay was for expenses incurred to complete commissioned projects and supporting the workshops £11,859 (38%). It is a fact that increasing costs in general have influenced the additional outlay compared with 2023

The 2024 finances resulted in a surplus of £13,412 compared to a surplus of £15,488 for 2023. A decision to replace the flooring in the Kabin in December 2024 impacted expenditure by £2,755 (same amount due in January 2025 upon completion), otherwise year end surplus would have exceeded that of 2023. The surplus meant that the overall funds stood at some £72,838 (up from £59,426 for 2023) at year end. While the men take an immense pride in the work they do, inevitably some mechanical breakdowns occur after sale. In keeping with our no quibble policy we had to refund £105. We made some donations to those who had assisted the Shed or by giving Talks to our members (typically other local Charities) and as goodwill. These payments totaled £226.

Outlook

The finances remain secure. However, the end of the electric contract on September 30th means a significant increase in our operating cost as we expect about 40% rise to cover 2025 and that level sustained until October 2026. Support for the Shed remains strong and the Board believe there is no immediate threat to our viability assuming normal operating circumstances. An operating deficit is expected for Q1 2025 mostly caused by £2,755 to pay off the new flooring commissioned in December 2024, electricity £1,800 and insurance costs totaling an expected ~£2,800. It is highly likely a transfer from the building to the day-to-day fund will be necessary mid Q1. However, we expect to return a surplus by year end albeit significantly down from 2024.

Reserves Policy

The free reserves of the charity are represented by the balance of £4,601 in the general fund. The Trustees' thinking has been to maintain reserves at around 12 months of normal running costs in order to meet immediate commitments and to cover any unexpected expenditure. The current balance roughly equates to 6 months running costs but being depleted by cost of flooring, late submission of computing support costs and increased electric bills.

Building fund

The major project reserves (Building) fund is regularly reviewed to assure resilience for the longer term in the interests of our increasing membership and current situation. If deemed necessary, funds can be drawn from this fund to bolster the general reserves. Our major project reserves fund stood at £68,237 at the end of 2024. This account is in place chiefly to provide funding should we be required to move premises e.g. at end of lease or acquire additional facilities.

Approved by the Trustees on 26th March, 2025 and signed on their behalf by:



Ian MacMaster

Chairman

INDEPENDENT EXAMINERS REPORT

For the year from 1 January to 31 December 2024

INDEPENDENT EXAMINERS REPORT

I report on the accounts of the Westhill & District Men's Shed (SC042663) for the year ended 31 December 2024 which are set out on pages 8-11.

Respective Responsibilities of Trustee 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 in 2010. 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 explanation from the Trustees concerning 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:

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.



Name: Susan Godsall IE

Address: 35 KEPTIE ROAD
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Date 19th July 2025

STATEMENT OF BALANCES

For the year from 1 January to 31 December 2024

STATEMENT OF RECEIPTS AND PAYMENTS

	Notes	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
Receipts					
<i>Voluntary receipts</i>					
Grants	Note 4	-	800	800	1,650
Donations		5,412	-	5,412	5,168
Fundraising	Note 7	3,568	500	4,068	912
Bank interest		806	-	806	530
<i>From Charitable Activities</i>					
Commissioned income	Note 5	14,144	-	14,144	16,209
Tool sales		16,231	-	16,231	13,819
Model Club		93	-	93	748
Watch and Clock repair		420	-	420	417
Personnel , Health & Safety		739	-	739	-
Other		1,498	-	1,498	995
Total Receipts		<u>42,911</u>	<u>1,300</u>	<u>44,211</u>	<u>40,448</u>
Payments					
<i>Cost of Fundraising</i>		395	500	895	769
<i>Cost of Re-flooring Project</i>		2,755	-	2,755	-
Cost of Charitable Activities					
Facility running costs #		6,849	-	6,849	6,339
Administrative costs		4,444	-	4,444	1,996
Food and domestic supplies		1,911	-	1,911	1,889
Maintenance		880	-	880	782
Commissioned items		4,781	800	5,581	6,994
Equipment & materials		6,278	-	6,278	5,060
Watch and clocks		-	-	-	-
Model Club		27	-	27	200
Personnel , Health & Safety		769	-	769	31
Donations and refunds		332	-	332	830
Travel expense		8	-	8	-
Governance Costs					
Independent examination		70	-	70	70
Total Payments		<u>29,499</u>	<u>1,300</u>	<u>30,799</u>	<u>24,960</u>
Net Receipts / (Payments)		<u>13,412</u>	<u>0</u>	<u>13,412</u>	<u>15,488</u>

Utilities (electric), communications and IT

STATEMENT OF BALANCES

For the year from 1 January to 31 December 2024

STATEMENT OF BALANCES

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
Cash at bank and in hand at 1 Jan	59,426	-	59,426	43,938
Net receipts / (payments) in year	13,412	-	13,412	15,488
Cash at bank and in hand at 31 Dec	<u>72,838</u>	<u>-</u>	<u>72,838</u>	<u>59,426</u>
Bank & Cash Balances			£	£
Reserve Bank Account			68,237	50,392
No. 2 Bank Account			4,507	9,024
Cash			94	10
Total Bank & cash			<u>72,838</u>	<u>59,426</u>
Other Assets			£	£
Gift Aid (unclaimed)			3,304	3,463
Shed equipment & office equipment (at cost)			48,366	50,022
Total			<u>51,670</u>	<u>53,485</u>
Other Liabilities			£	£
Total - (balance of Re-flooring project due Jan 2025)			<u>(2,755)</u>	<u></u>

These accounts were approved by the Trustees on 26th March 2025 and are signed on their behalf by:



I MacMaster

Chairman



G Stanley

Treasurer

NOTES TO THE ACCOUNTS

For the year from 1 January to 31 December 2024

NOTES TO THE ACCOUNTS**1. Basis of accounting**

The accounts have been prepared on a receipts and 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 can be used in furtherance of any of the charitable objects at the discretion of the trustees. A single unrestricted fund is maintained for the day-to-day operations of the Charity.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

3. Trustees' remuneration and expenses

No remuneration was paid to trustees during the year and no expenses reimbursed to them except:-

Expenses of £60 were paid to the Secretary for providing website and mailing system (2023 £60).

Travel expense of £7.65 was paid to the acting Chairman.

4 Grants Received	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
NISA Coop Community fund	-	800	800	
Leavingham Chalmers	-	-		1,200
OIYA	-	-		250
LIONS	-	-		200
Total	0	800	800	1,650

5. Basis of accounting

Commissioned income arises from the sale of items we have made, refurbished or repaired.

NOTES TO THE ACCOUNTS

For the year from 1 January to 31 December 2024

6. Movement in Funds

	At 1/1/24	Receipts	Payments	Transfers	At 31/12/24
Restricted Funds		800		-	-
Denman Pre-School Nursery			(250)		
Westhill Pre-School Nursery			(200)		
Blackhills Court OPH			(150)		
Westhill Gardening Club bench	-	-	(200)	-	-
Donor (anonymity requested) - note 7		500	(500)		
Total Restricted Funds	-	1,300	(1,300)	-	-
Unrestricted Funds					
Designated Reserve Fund	50,392	7,845	-	10,000	68,237
General Fund (a)	9,034	35,066	(29,499)	(10,000)	4,601
Total Unrestricted Funds	59,426	42,911	(29,499)	-	72,838
Totals	59,426	44,211	(30,799)	-	72,838

Notes

(a) Cash box included in General Fund account.