

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	01	10	2024	To	30	09	2025

Reference and administration details

Charity name	Prestonpans Children's Gala Committee
Other names charity is known by	
Registered charity number	SC032920
Charity's principal address	7 County Square
	Prestonpans
	East Lothian
	Postcode EH32 9DL

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	Catherine Elaine Anderson	Treasurer		
2	Allan Sneddon	Chair		
3				
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
N/A	N/A

Structure, governance and management

Type of governing document

The charity is governed by a written Constitution, adopted by the committee and reviewed periodically to ensure it remains appropriate for the needs of the organisation. The Constitution sets out the charity's purposes, structure, trustee roles, membership, decision-making processes, and procedures for meetings and financial management.

Trustee recruitment and appointment

Trustees are volunteers from the local community who are nominated and approved by the committee in line with the Constitution. New trustees receive information about their roles and responsibilities before taking up their position.

Objectives and activities

Charitable purposes

The organisation exists to advance citizenship and community development by organising the annual Prestonpans Children's Gala and associated community activities. The purpose of the Gala is to bring together children, families, schools, and local groups in Prestonpans, providing opportunities for participation, celebration, and community pride. The charity also aims to advance the wellbeing of children and young people by offering inclusive, safe, and accessible events that encourage social interaction, confidence, and positive community involvement.

Summary of the main activities in relation to these objects

The organisation carries out a range of activities aimed at advancing community development and supporting the wellbeing of children and young people in Prestonpans. Our main activity is organising the annual Prestonpans Children's Gala, which includes a parade, crowning ceremony, children's entertainment, and family-focused community events. Throughout the year, we also hold various fundraising events and activities to support the cost of the Gala and to encourage wider community involvement. These fundraising activities help sustain the event and provide additional opportunities for families, volunteers, and local groups to come together. We work closely with schools, community organisations, and volunteers to plan and deliver inclusive, safe, and engaging events that strengthen community spirit and provide positive experiences for children.

APPENDIX 1

Achievements and performance

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

During the financial period, the charity successfully delivered a well-attended and inclusive Prestonpans Children's Gala, providing a full programme of activities including the parade, crowning ceremony, and children's entertainment. The event brought together families, schools, community groups, and volunteers from across Prestonpans, strengthening community spirit and offering positive experiences for local children.

In addition to the Gala itself, the charity ran a series of successful fundraising activities throughout the year, including bingo nights, an afternoon tea event, children's discos, bonus ball draws, raffles, and a sponsored walk. These events not only helped to generate essential funds to support the Gala but also encouraged wider community involvement and provided enjoyable, accessible opportunities for local families and supporters to participate.

The committee also continued to build strong relationships with local schools, community groups, and volunteers, ensuring that all events were safely organised, inclusive, and aligned with the charity's purpose of promoting community participation and supporting the wellbeing of children and young people in Prestonpans.

Financial review

Brief statement of the charity's policy on reserves

The charity's policy is to hold a modest level of unrestricted reserves to ensure the continuity of the Prestonpans Children's Gala and to cover any unexpected costs. The reserves are maintained to provide financial stability, support cash flow throughout the year, and ensure that the Gala can proceed safely even if fundraising income fluctuates. The committee reviews the level of reserves annually and aims to retain enough funds to cover core commitments and essential upfront costs associated with planning and delivering the Gala. Any surplus funds beyond this level are used to enhance activities and improve the experience for local children and families.

Details of any deficit

The charity recorded a deficit during the financial period. This was planned and covered by existing reserves. The deficit resulted from essential costs associated with organising the Prestonpans Children's Gala and was within the level of reserves the charity is comfortable maintaining.

Donated facilities and services (if any)

N/A

APPENDIX 1

Other optional information

N/A

Declaration

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

Signed on behalf of the charity’s trustees

Signature(s) <i>OSCR will accept digital or typed signatures</i>	Catherine Elaine Anderson	
Full name(s)	Catherine Elaine Anderson	
Position (e.g. Chair)	Treasurer	
Date	5 August 2026	