



**Youth Auchmuty Project (YAP)**

**Scottish Charity No – SC051795**

**Annual Report**

**For the year ended 30<sup>th</sup> June 2025**

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**Trustees' Annual Report**  
**For the year ended 30<sup>th</sup> June 2025**

The trustees have pleasure in presenting their report for the year ended 30<sup>th</sup> June 2025.

**Reference and Administrative Information**

**Charity name**

Youth Auchmuty Project (YAP)

**Scottish Charity Number**

SC051795

**Address and contact details**

441 High Street, Kirkcaldy, Fife, KY1 2SN

Email: [info@yapfife.org.uk](mailto:info@yapfife.org.uk)

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**Charity Trustees**

Graeme Donaldson      Chairperson

Alison Renfrew      Treasurer

Anne McGregor      Secretary

Laura Millar

Daryl Warrender

## **Structure, governance and management**

### **Governing Document**

YAP is a Scottish Charitable Incorporated Organisation (a SCIO). It was registered on 17<sup>th</sup> June 2022. The official governing document we operate under is our constitution.

### **Trustee recruitment and appointment**

The management committee, who meet 4-6 times a year, is the charity's trustees. The committee is also open to interested members of the community and currently Laura Crombie – Service Manager for Clued-up Project (third sector) advises the trustees. Laura's work background brings invaluable experience to the group. The trustees bring a variety of skills and experience.

Currently, there are five trustees.

Trustees are elected at the annual general meeting which was held in December 2024. There must be a minimum of three and a maximum of eleven trustees.

### **Objectives and activities**

The charity is constituted as a SCIO and is governed by a Constitution. The charity trustees meet regularly and are responsible for the strategic direction and policy of the charity.

Youth Auchmuty Project (YAP) was established under Clued-up in 2019 and became an independent Charity and SCIO in June 2022.

The initial, National Lottery, Community Fund (Young Start) funding was due to end in February but was extended to the beginning of April 2025. This enabled YAP to deliver their core services with a Development Worker and two Youth Workers. YAP was successful in obtaining further funding for two years from the Young Start to continue this project. In July 2023 YAP was successful in securing further funding from The Robertson Trust for three years. This allowed the provision of additional hours for the Youth Workers and in addition to develop and run the P7 transition programme

Patterson Boyd & Co, Accountants continue to complete our payroll.

The principle objectives of YAP are:

- The advancement of citizenship or community development through the provision, development and organisation of a Youth Café in the Auchmuty area of Glenrothes and thus support children and young people by providing opportunities to develop their spiritual, mental and physical capacities and enable them to improve their conditions of life;
- To provide recreational facilities and/or organise recreational activities within the operating area, with such facilities/activities being made available to members of the public at large with the object of improving their conditions of life and providing opportunity;
- To advance physical and mental health and wellbeing in the Glenrothes area by the promotion, alone or in conjunction with others, of the benefits of physical activity and provision of assistance in relation to healthy lifestyle matters for young people; and
- The advancement of education by providing training, enhancing skills and confidence and thus increasing life opportunities and employability for young people.

In doing so YAP will seek:

- To support, where appropriate, disadvantaged or underprivileged children, young people or adults to participate in activities and community learning opportunities which foster and develop a community spirit and improve their life chances;
- To do all such other things which further the objectives of the organisation and may be deemed to be charitable.

### **Annual Summary**

Throughout the year, Youth Auchmuty Project (YAP) has continued to provide a safe, welcoming, and youth-led space for young people in Glenrothes. Our work focuses on improving opportunities for young people by enhancing youth provision, building positive relationships within the community, and supporting individual growth and development.

At the heart of our approach is our weekly Youth Café provision, which takes place in Auchmuty Learning Centre and offers age specific sessions for both younger participants (P7–S1) and older participants (S2–21). These sessions provide a relaxed and supportive environment where trusting relationships are built, and young people are encouraged to have their voices heard. Alongside the cafés, our Development Steering Group meets weekly, giving young people direct involvement in shaping YAP's work and taking on leadership responsibilities.

This year, a significant amount of time has also been dedicated to developing YAP's Strategy. The Steering Group have been fully involved in this process, helping to shape a new vision and mission that reflects what YAP means to them. Together, they identified the reasons they continue to engage, volunteer, and give their time to support the charity. They also developed a set of values that capture YAP's passion and ethos while remaining youth-friendly and fun, ensuring the strategy feels authentic and rooted in the voices of young people.

Community engagement remains central to what we do. Young people are involved at every stage of planning and delivering events, which not only bring the community together but also help challenge negative perceptions of young people in the local area.

Another key focus this year has been youth participation and personal development. A smaller group of young people have taken on leadership roles within YAP, supported through training, mentoring, and opportunities to gain qualifications. This experience helps them build self-esteem, leadership, and problem-solving skills while preparing them for future education, employment, and life opportunities.

Our relationship-based approach ensures that young people are supported as individuals. Many face challenges linked to socio-economic disadvantage, caring responsibilities, low household income, or discrimination related to being LGBTQ+. We provide a nurturing space where they feel valued and accepted, while also signposting to additional support when needed to ensure their wider wellbeing.

YAP has also strengthened partnerships this year, including delivering transition support with Warout Primary School, continuing our involvement in the Auchmuty Learning Centre's community garden, and delivering a variety of projects such as holiday groupwork, Care Boxes for the homeless, Pride Prom, Christmas Dinner, Pasta Night learners at the Learning Centre, focus groups, and a residential with the Steering Group.

Overall, 2024–25 has been a year of growth, opportunity, and community connection. YAP remains committed to supporting young people in Glenrothes to reach their potential, to have their voices heard, and to play an active role in shaping both YAP and their wider community

**2024–25 at a glance:**

- **45 young people** engaged monthly through our Youth Cafés (20–25 weekly)
- **1001 volunteer hours** logged since June 2024 the majority by YAP's young leaders
- **27 P7 pupils** completed their **Dynamic Youth Award** through our Transition Programme
- **8 young people** are regularly involved in the Steering Group, shaping YAP's direction
- **1 Gold Youth Achievement Award (SQA Level 6)** achieved through a youth-led fitness project
- **3 new Steering Group members** joined this year, with others moving into formal volunteering and employment
- **4 community events** were delivered, including Pride Prom, Pasta Night, Halloween party and Christmas Dinner
- **3-night residential** in Aviemore with the whole itinerary designed by the young people. Five young people attended.
- **Young Volunteer of the Year Award 2025**, won by one of our Steering Group members at Fife Voluntary Action's annual award ceremony
- **New Vision, Mission & Values** co-created by young people — rooted in Belonging, Respect, Growth & Fun
- **Partnerships strengthened** with schools, local authority, YMCA, Fife Gingerbread, Youth1st & more
- **5 pieces of work completed in partnership with other agencies** P7 transition programme, Fitness Programme, Leadership Training, Moving-up, volunteer training.

## Developments, Activities and Achievements

2024–25 has been a year of growth, development, and opportunity for YAP. With funding secured from The National Lottery Community Fund (Young Start) and The Robertson Trust, we have been able to further embed ourselves within the community, expand our work with young people, and strengthen our partnerships with schools, local services, and third sector organisations.

### Youth Provision

**Youth Café:** Our weekly Youth Café continues to thrive, welcoming between 20–25 young people each week with an average of 45 attending monthly. The younger Youth Café (P7–S1) also provides a vital stepping stone, allowing children to build confidence before joining the Steering Group. The Steering Group play a central role in running the cafés, contributing around five hours of volunteering each week. The younger Youth Café has provided older volunteers with opportunities to engage with young people, lead sessions, build relationships and take on a mentoring/peer support role answering questions relating to school and the pressures of being a teenager.



There are activities planned each week as well as opportunities to arrange themed nights like Halloween and Christmas.



**Steering Group:** Six to seven young people regularly attend the Steering Group, with three new members joining this year. They have developed skills in leadership, planning, and teamwork while organising events, groupwork, and activities. Several members have grown in confidence, with one achieving a Gold Youth Achievement Award (SQA Level 6) by leading his own eight-week fitness programme.

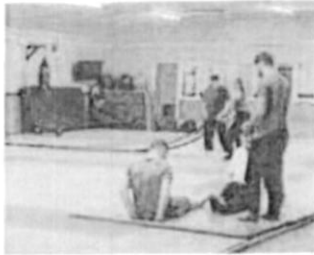
There has been a focus on development and growth both within themselves and the organisation. The Steering Group have played a pivotal role in the creating our new Vision, Mission and Values as well as identifying future goals and aspirations.



The Steering Group support YAP by attending promotional events, planning community events, volunteering at the younger youth café, P7 work and trips as well as being a voice at focus groups and research taking place throughout the area.

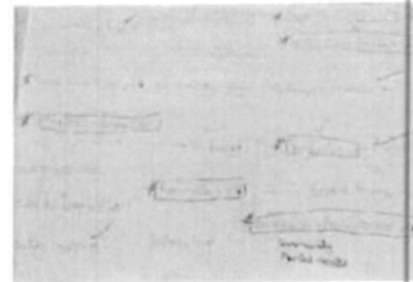


**Fitness Group:** working in partnership with Youth1st, attended by six young people, twice a week for eight weeks. Sessions were planned and adapted by the young person leading the group, who completed their Gold Youth Achievement Award.



### **Strategy, Vision and Values**

This year, the Steering Group and staff dedicated time to developing YAP's Strategy, Vision, and Values. Through workshops and development days, the group identified what YAP means to them, why they volunteer, and what they aspire for the project. The result is a set of youth-led values rooted in Belonging, Respect, Growth, and Fun, which will be formally launched at the AGM.



### **Community Engagement and Partnerships**

YAP has continued to build strong relationships with Warout Primary School, Auchmuty High School, YMCA, Muirhead Project, Fife Gingerbread, and the Community Learning & Development Team.

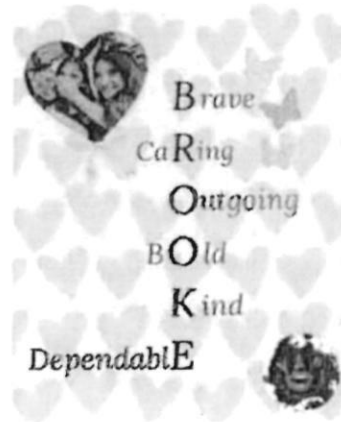
- **Community Events:** We hosted a Pride Prom for 33 young people, Pasta Night for learners using the Learning Centre, Christmas Dinner with 10 young people, and raised money to create Care Boxes for those experiencing homelessness in Glenrothes by running 5km.



- **Residential:** Seven Steering Group members planned with five taking part in a three-night residential to Aviemore, incorporating team-building activities such as a Treetop Challenge and water sports.

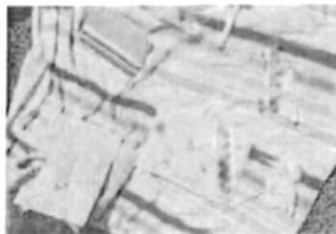


- **Awards & Recognition:** Our second AGM in December 2024 incorporated our Awards Evening, celebrating the journeys and achievements of every young person. One Steering Group member was also named Young Volunteer of the Year 2025 by Fife Voluntary Action.



### Transition and Groupwork

- **P7 Transition Programme:** delivered a year-long programme with Warout Primary, supported by staffing funded by The Robertson Trust. All 27 pupils gained a Dynamic Youth Award, and many have since gone on to attend the Youth Café. Two volunteers from Clued-up supported the project



throughout the year and the young people of YAP volunteered when possible. YAP went into the school on a weekly basis developing



relationships, building confidence and answering questions relating to high school. The whole class visited the high school on several occasions throughout the year. The class spent five weeks at Auchmuty Learning Centre at their community garden, where they grew plants, made bird feeders and played outdoor games. YAP was able to support several trips from visiting the new town park and tenpin bowling.



- **Holiday Groupwork:** The Steering Group designed and delivered summer and October programmes within set budgets, managing logistics, contacting providers, and running activities. From days out in Edinburgh to canoeing in Lochore Meadows each session develops many life skills and provides lifelong memories and experiences they may not have had.



- **Moving-Up:** Following on from the success of the transition work and feedback from the cluster primary schools, YAP worked in partnership with CLD at Fife Council running a six week programme from May to June which was then supported throughout the summer. Ten Primary 7's took part.

### Learning, Volunteering and Leadership

- Young people accessed new opportunities through the Auchmuty Learning Centre, including money management course and an adult learning taster session.
- Volunteers have logged 1001 hours since June 2024 – most contributed by Steering Group members. Hours are now being tracked towards Saltire Awards to recognise their contribution. With two young people now completed their 200 hours volunteering Saltire Award. Two over 150 hours and three working towards 100 hours.
- Staff and young people also took part in a Quality Improvement Project and Leadership Programme, building skills, knowledge, and tools that will shape YAP's future development. This will be carried forward into next year.
- A shared training day was organised with Youth Scotland. Young people from four agencies attending as a bigger group to begin their Get Ready for Youth Work Training with 16 attending.
- A development pathway is being created to visually demonstrate the journey the young people go on within YAP and the different developmental stages from the P7 transition programme, Steering Group and onto young leaders. Each stage progressing their skills, confidence and ownership of YAP.



### **Financial review**

Receipts for the year totalled £37,250 and payments totalled £70,173, which resulted in a deficit for the year of £32,923. Year-end reserves were £28,063.

The deemed start and end dates of funding are not necessarily concurrent with YAP's financial year. Whilst we are showing a deficit, this is due to the timing of receiving grants and some years will be presented as a surplus.

### **Reserves policy**

The trustee's policy is to retain a minimum of 3 months' worth of running costs to meet commitments and to cover any unexpected expenditure. As it stands, YAP has enough funds to cover the running costs as their core budget falls under the restricted grant from the National Lottery Community Young Start. Unrestricted reserves as at year end stood at £11,487 and restricted reserves £16,576. YAP will continue to look to build its unrestricted reserves.

### **Future Plans**

Looking ahead, YAP will continue to strengthen opportunities for young people through leadership, participation, and community connection. Our key priorities include:

- Expanding leadership pathways through tailored training and development opportunities.
- Launching a younger Steering Group, providing consistent support to develop skills and confidence among P7–S1 participants.
- Finalising, launching and embedding our Strategy, ensuring it reflects the voices and ambitions of young people.
- Strengthening partnerships with schools, local agencies, and third sector organisations to widen networks and ensure consistent youth work provision across Glenrothes.
- Building connections between younger members and the Steering Group, creating opportunities for mentoring and shared development.
- Organising a new residential, shaped by feedback from this year, with a focus on personal growth and team development.
- Supporting accreditation opportunities, helping young people achieve Dynamic Youth Awards and Youth Achievement Awards.

Statement of Receipts and Payments for the year ended 30th June 2025

	Notes	Unrestricted Funds £	Restricted Funds £	Total funds current period £	Total funds prior year £
<b>Receipts</b>					
Grants	4	12,000	25,000	37,000	62,066
Other Income	5	250	-	250	616
<b>Total receipts</b>		<b>12,250</b>	<b>25,000</b>	<b>37,250</b>	<b>62,682</b>
<b>Payments</b>					
Costs of charitable activities	6	15,416	52,781	68,207	48,710
Governance costs	7	-	890	890	670
Other expenditure	8	1	20	21	383
Purchase of equipment		-	1,055	1,055	-
<b>Total payments</b>		<b>15,417</b>	<b>54,756</b>	<b>70,173</b>	<b>49,763</b>
Net receipts / (payments)		(3,167)	(28,756)	(32,929)	12,919
Transfers to / (from) funds	9	-	-	-	-
<b>Surplus/(Deficit) for the year</b>	10	<b>(3,167)</b>	<b>(28,756)</b>	<b>(32,929)</b>	<b>12,919</b>

Statement of Balances - As at 30th June 2025

	Unrestricted Funds £	Restricted Funds £	Total funds current period £	Total funds prior period £
<b>Cash Funds</b>				
Cash and bank balances at start of year	14,654	46,832	60,986	48,067
Surplus / (deficit) for the year	(3,167)	(28,756)	(32,929)	12,919
<b>Closing cash at bank and in hand</b>	<b>11,487</b>	<b>18,076</b>	<b>29,563</b>	<b>60,986</b>
<b>Other assets</b>				
IT Equipment - laptop and ergonomic mouse			1,055	-
<b>Liabilities - restricted</b>				
HMRC P32				
(National Lottery Community Fund - Young Start)			1,495	1044
Independent Examination Fee				
(National Lottery Community Fund - Young Start)			850	350
Payroll provider fees				
(National Lottery Community Fund - Young Start)			115	108
<b>Total</b>			<b>1,960</b>	<b>1,502</b>

Date:

19.11.25

Notes to the accounts - for the year ended 30th June 2025

1. Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustees 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 objects of the charity.

Restricted funds are subject to restrictions on their expenditure declared by the donor or when funds are received for a specific purpose.

3. Trustees remuneration

During the year, no trustee received any remuneration. No members of the Board of Trustees received reimbursement of travel and subsistence expenses. 2024 (£123)

4. Grants received

	Unrestricted Funds £	Restricted Funds £	Total funds current period £	Total funds prior year £
National Lottery Community Fund- Young Start	-	25,000	25,000	49,566
The Robertson Trust	12,000	-	12,000	12,000
Bauer Juusto - Cash for Kids	-	-	-	500
<b>Total</b>	<b>12,000</b>	<b>25,000</b>	<b>37,000</b>	<b>62,066</b>

5. Other Income

	Unrestricted Funds £	Restricted Funds £	Total funds current period £	Total funds prior year £
Donations	250	-	250	-
Hairless from the fearless - money raised to buy items for Sick Kids Cancer Ward	-	-	-	403
Make £5 grow	-	-	-	163
Goodwill gesture from Bank of Scotland	-	-	-	50
<b>Total</b>	<b>250</b>	<b>-</b>	<b>250</b>	<b>616</b>

6. Cost of charitable activities

	Unrestricted Funds £	Restricted Funds £	Total funds current period £	Total funds prior year £
Salaries	10,086	40,169	50,255	37,205
Travel	19	1,632	1,651	1,434
Uniforms	-	-	-	668
YP Refreshments	1,029	896	1,625	2,220
YP Clothing	-	-	-	222
Vouchers	1,000	2,710	3,710	900
Activities/Resources Equipment	1,934	5,536	7,470	5,576
Mobiles	-	214	214	113
Staff Training	1,180	1,498	2,618	50
Disclosures	-	-	-	36
Subscriptions	114	372	486	130
Insurance	-	90	90	155
Volunteer Expenses	54	34	88	-
<b>Total</b>	<b>15,416</b>	<b>52,791</b>	<b>68,207</b>	<b>48,710</b>

7. Governance costs

	Unrestricted Funds £	Restricted Funds £	Total funds current period £	Total funds prior year £
Paterson Lloyd & Co Payroll Processing fee	-	540	540	520
Independent Examiners Fee - Year 2 accounts	-	350	350	150
<b>Total</b>	<b>-</b>	<b>890</b>	<b>890</b>	<b>670</b>

8. Other Expenditure

	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total funds prior year £
Toys bought to give to Sick Kids Cancer Ward - from Hairless for the Fearless sponsorship	1	20	21	383
<b>Total</b>	<b>1</b>	<b>20</b>	<b>21</b>	<b>383</b>

**9. Transfers between funds**

During the year, there were no transfer between funds.

**10. Funds**

	Balance at 30.06.2024 £	Incoming Resources £	Outgoing Resources £	Transfer of funds to / (from) £	Balance at 30.06.2025 £
<b>Restricted</b>					
National Lottery Community Fund - Young Start Year 2	45,991	-	45,991	-	-
National Lottery Community Fund - Young Start Year 1 - New Grant	-	25,000	8,745	-	16,255
Hairless for fearless - for sick kids cancer ward	20	-	20	-	-
Fife Council - Local Community Planning	321	-	-	-	321
	<u>46,332</u>	<u>25,000</u>	<u>54,755</u>	<u>-</u>	<u>16,576</u>
<b>Unrestricted</b>					
C3 Collaboration	7,329	-	-	-	7,329
General	333	250	1	-	581
The Robertson Trust	6,992	12,000	15,416	-	3,576
	<u>14,654</u>	<u>12,250</u>	<u>15,417</u>	<u>-</u>	<u>11,486</u>
<b>Total</b>	<u>60,986</u>	<u>37,250</u>	<u>70,173</u>	<u>-</u>	<u>28,063</u>

During the year, YAP received monies from:

The Robertson Trust - unrestricted grant to use towards day-to-day operational costs.

National Lottery Community Fund - Young Start - this grant provides for our Core budget and funds 3 staff members - a Development Worker for 30 hours a week and 2 Youth Workers for 8 hours each a week. The funding will be used to run a youth club/café and youth steering group for those aged 10-25 in the Auchmuty area of Glenrothes.

APPENDIX 3

OSCR

Scottish Charity Regulator

**Independent examiner's report on the accounts** v2

Report to the trustees/members of Charity name **Youth Auchmuty Project (YAP)**

Registered charity number SC **051795**

On the accounts of the charity for the period

Period start date			to	Period end date		
Day	Month	Year		Day	Month	Year
<b>01</b>	<b>07</b>	<b>24</b>		<b>30</b>	<b>06</b>	<b>25</b>

Set out on pages **1 - 17** (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 (as amended). 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 2006 Accounts 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 [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:

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

Address:

Date:

**27. 11. 25**

\*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.

\*\*OSCR will accept digital or typed signatures.