THE ST ANDREWS PILGRIM FOUNDATION SCIO

SC047873

REPORT OF THE TRUSTEES AND

RECEIPTS AND PAYMENTS ACCOUNT

WITH STATEMENT OF BALANCES

FOR THE YEAR ENDED 05 APRIL 2026

TRUSTEES' ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 05 APRIL 2026

The charity was registered on 31 October 2017 to replace The St Andrews Pilgrim Foundation SC029297, which was then wound up, with its remaining net assets transferred to The St Andrews Pilgrim Foundation SCIO.

Scottish Charity Number: SC047873

Current Trustees:
The charity is administered by the trustees. The following persons have served during the year and since the year end:

- Dita Stanis-Traken elected Trustee - Chairman
- Claire Tynte-Irvine elected Trustee - Governance Lead
- Roger McStravick elected Trustee - Plaquing Coordinator
- Isla Ashcroft elected Trustee - Golf auction coordinator
- Greg Newman elected Trustee
- Jane Watkinson elected Trustee
- Angus Franklin ex officio Trustee (St Andrews Preservation Trust) - Website Lead
- Alice Little ex officio Trustee (Rotary Club of Kilrymont, St Andrews) – Finance Lead
- Lesley Caldwell ex officio Trustee (University of St Andrews)
- Councillor Jane Ann Liston ex officio Trustee (Fife Council)
- Col Martin Passmore ex officio Trustee (Royal Burgh of St Andrews Community Council)

Recruitment and Appointment of Trustees:
The initial trustees were appointed at the inauguration of The St Andrews Pilgrim Foundation

Administrative Address:
Kinburn Castle
St Andrews
Fife
KY16 9DR

Bankers:
Virgin Money

Governing Document:
The charity is a Scottish Charitable Incorporated Organisation (SCIO), registered with the Office of the Scottish Charity Regulator (OSCR) on 31 October 2017. Under the constitution (updated 15 March 2024, adopted 14 June 2024) the charity shall be governed by a Board of trustees comprising up to five ex officio trustees and up to seven co-opted trustees. The ex officio trustees shall be one councillor member of Fife Council from St Andrews ward; one representative from the Royal Burgh of St Andrews Community Council; one representative nominated by the Rotary Clubs of St Andrews; one representative nominated by the St Andrews Preservation Trust; and one representative nominated by the University of St Andrews.

Independent Examiner:
Nicola Harley (FCCA)
Christies Accountants
Dalgety Bay

Charitable Purpose:
The purposes of the charity are to advance community development and heritage by conserving, improving and developing the historic character of the town of St Andrews. The town of St Andrews for these purposes shall be as defined from time to time by the statutory planning authority or as may be determined from time to time by the charity trustees.

Trustee Remuneration and Expenses:
During the year under review no remuneration was paid to the Trustees as all Trustees are Volunteers.

Structure and Management and the Recruitment and Appointment of Trustees:
The charity is supervised by the trustees who meet quarterly. The day to day administration is carried out by the trustees. New trustees are provided with an induction pack which includes a copy of the charity constitution, the most recent accounts, most recent minutes, charity risk assessment, OSCR guidance to charity trustees and HM Revenue and Customs fit and proper declaration.

Risk Management:
The trustees have assessed the major risks to which the charity is exposed by adopting a risk table which is reviewed as part of the annual general meeting each year. Appropriate procedures and policies are in place to address the risks identified and changes are implemented as required so as to minimise exposure to the risks. *The risk assessment table has been significantly enhanced in the current year and will be voted upon at the Annual General Meeting on 26 June 2026. The trust holds Trustee Liability Insurance and Public Indemnity Insurance.*

Reserves:
The statement of balances shows the overall funds carried forward which amount to **£300,854.80** with **restricted funds of £130,000** (for the Whyte-Melville Memorial Fountain). The trustees are satisfied that this total is sufficient to enable them to support the various projects under discussion at the year end. The trustees believe that a modest contingency level of funds should be maintained but their policy is to work to increase funds to be able to undertake substantial projects jointly with other partners.

Investment Policy and Performance
The constitution contains no specific investment powers but the trustees' policy is to hold any funds not immediately required on deposit to earn interest but with such funds largely protected under the Financial Services Compensation Scheme. The performance of funds held on deposit is monitored at quarterly meetings of trustees. The bank accounts of the St Andrews Pilgrim Foundation have been/are being migrated to digital access status for optimal manageability and timeous electronic payment of project invoices.

Statement of Trustees' Responsibilities
The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements, which they are responsible for preparing, comply with the Charities Accounts (Scotland) Regulations 2006 (as amended) and the terms of the charity's Constitution. The applicable law also sets out the responsibilities of the trustees for the preparation and content of the Annual Report.

Activities and Achievements:

During the year the following projects were commissioned or came to fruition. **£14,861.50** was disbursed on projects in the 2025-26 financial year. **NB: some of our projects span two or more financial years between approval, works, and completion.**

- Historical map of St Andrews (Historic Towns Trust) (commissioned 2025)
- Admiral FitzRoy Fisheries Barometer (affixture in 2025)
- Plaques to Jamie Anderson, Tommy Morris and Alan Robertson (affixture in 2025)
- Plaques to Mary, Queen of Scots and Sir Hugh Lyon Playfair at St Leonards School (affixture in 2026)

The restoration of the Whyte-Melville Memorial Fountain is our largest ever project and will require a disbursement of circa £130K in early summer 2026 (see below). Earlier completion had initially been anticipated.

The trustees continue to develop relationships and work with other charities and organisations with a similar interest or responsibility for the heritage assets of St Andrews. Promoting such a strategy enables larger projects to be tackled which trustees have neither the financial resources nor technical expertise to address alone.

This approach takes time to bring projects to fruition but several projects are being worked on and these include:

- Restoration of Whyte Melville Fountain – a major project initiated nine years ago now in the final stage of restoration (**commitment approx.. £130K**)
- Nomenclature signs for St Andrews three historic bridges (project now underway)
- Institution of plaques in St Andrews four mediæval lanes (now at planning stage)
- Repairs to fourteenth century Pends Gatehouse (subject to agreement with Historic Environment Scotland – dialogue is ongoing)
- Restoration of Davidian heraldry panel at Westport arch
- Memorial headstones for Bob Martin and Tom Kidd (Open Golf champions)
- Memorial plaque to Laurie Auchterlonie (US Open Golf Champion)
- Nomenclature stones for the historic ports of St Andrews (of which there are five in addition to Westport)

An application by the Playfair Heritage Trust for **£4K** towards the initial stages of the restoration of the memorial to Sir Hugh Lyon-Playfair at St Andrews Cathedral has been approved. The project is being conducted over two stages – a further **£6K** has been agreed in the event that the primary stage is satisfactory. An application for **£20K** for the restoration of the Castle Sands seawater bathing pond has recently been received from the Hamish Foundation, a St Andrews-based charity that raises money for community projects.

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 05 APRIL 2026

		Current Account		Savings (Old)	Savings (New)
		2025-2026		**2025-2026**	**2025-2026**
Receipts		**£**		**£**	**£**
Interest (Old)		0.00		761.40	
Interest (Savings)		0.00			1,306.46
Grant Funding		53,750.00			
Golf		21,975.43			
Total Income		**75,725.43**		**761.40**	**1,306.46**
PAYMENTS					
Golf Package	Expenses	10,869.00			
Project Costs	Expenses	14,861.50			
Grants Distributed	Expenses	0.00			
Accountancy Fees	Overhead	592.00			
Bank Charges	Overhead	7.00			
Web Services	Overhead	0.00			
Insurance		362.12			
Total Payments		**26,691.62**		**0.00**	**0.00**
Surplus / (Deficit)		**49,033.81**		**761.40**	**1,306.46**

STATEMENT OF BALANCES
FOR THE YEAR ENDED 05 APRIL 2026

		2025-2026
Current Bank Balance		**£**
Opening Bank Balance		147,782.72
Surplus / (Deficit)		49,033.81
Less XFER To Savings (New)		37,268.19
Closing Balance		**159,548.34**
Savings Account (Old)		
Opening Balance		101,970.41
Surplus / (Deficit)		761.40
XFER to New Account		102,731.81
Closing Balance		**0.00**
Savings Account (New)		
Opening Balance		0.00
XFER From Old Account		102,731.81
XFER from Main Account		37,268.19
Surplus / (Deficit)		1,306.46
Closing Balance		**141,306.46**
OVERALL CHARITY FUNDS		**300,854.80**

Approved by the Trustees and signed on their behalf by:

Dita Stanis-Traken
Chairman

Date: 19 June 2026

INDEPENDENT EXAMINERS REPORT

My examination is carried out in accordance with the Regulations. An examination includes a review of the accounting records kept by The St Andrews Pilgrim Foundation and a comparison of the accounts presented with those records.

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. I do not accept responsibility to anyone other than The St Andrews Pilgrim Foundation members as a body, for my work and this report.

Independent Examiners Report:

In connection with 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:

(a) to keep accounting records in accordance with the Regulations, and

(b) to prepare accounts which agree with the accounting records and comply with the 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.

N Harley

Nicola Harley FCCA

19/06/2026

Date