

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	Heathhall Community Centre
Other names charity is known by	HCC
Registered charity number	SCO52868
Charity's principal address	Barnett Road
	Heathhall
	Dumfries
	Postcode DG1 3RU

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	Elizabeth Irving	Chair		
2	Siddie Murray	Secretary		
3	Lindsay Murdoch	Treasurer		
4	Sheila Scott	Trustee		
5				
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7				
8				

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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

Structure, governance and management

Type of governing document

The structure of the organisation consists of:

- (a) the MEMBERS - who have the right to participate in members' meetings (including any annual members' meeting) and have important powers under the constitution; for example, the members elect people to serve on the board.
- (b) the BOARD – (also known as Trustees) who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.

Trustee recruitment and appointment

Trustees are elected at the annual general meeting which is usually held in October. There must be a minimum of four and a maximum of twelve trustees.

Objectives and activities

Charitable purposes

The Committee's objectives are set out below, all relative to primarily, but not limited to, benefit the inhabitants of Heathhall Community Council area:

- a. The advancement of health and well-being; physical and mental.
- b. The advancement of citizenship and community development.
- c. The provision of recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life (including social and physical) for the persons for whom the facilities or activities are primarily intended.
- d. Any other purpose that may reasonably be regarded as analogous to any of the preceding purposes.

Summary of the main activities in relation to these objects

Our main role is the day to day running and maintenance of the Centre. We have over 300 people weekly through the door, from our groups who hire the hall and our own activities. These include youth work, older adult exercise, bingo, quiz and race nights as well as a large-scale family fun event annually.

Although our primary focus is for Heathhall residents, we have visitors from all over our region. We have a variety of circumstances, from physical and intellectual disabilities, long-term conditions, families, carers, older adult, young people and children.

Achievements and performance

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

The last year has once again been busier than the last. The centre continues to be well used with a wide range of activities for all age groups, & most weekends are busy with private lets.

We worked hard at applying for grants for projects, of which we were successful, including:

- A Community Development worker for 1 year.
- Our big Family Fun Day event held in May by ANCBC via Foundation Scotland
- The Scottish Book Trust used for workshops
- Youth activities
- Summer activities for kids & youths
- Older adult activities
- Tarring our rear outdoor space
- Local fun walking trails
- Community Planting
- Garden equipment
- Paint for indoors and outdoors

Events held & run by the volunteers over the year included:

- Kids crafts
- Kids Storytelling
- Youth work (new youth committee, youth group and other activities)
- Adult Craft sessions
- Family Race night
- Family Prize bingo
- Quiz night
- Halloween disco
- Craft Fair with Coffee morning & Santa
- Summer holiday weekly activities
- Kids Lego club.
- Big Lunch afternoon tea
- Family Fun Day – bigger again this year

Work continues in sourcing funding for refurbishment of the building including, toilets, rear paving relevening (additional area), sound system and expanding building broadband access. We began the process of having fibre broadband in the building at the end of our financial year, however, this doesn't cover the full building due to the thickness of walls and distance from router. Therefore, finding funding to solve this is needed.

Due to a change in legislation, all our volunteers are PVG assessed. Unfortunately, this law has made us loose a couple of volunteers for one reason or another. However, we have gained both adult and youth volunteers this year with various skills and interests. We have had a couple of maintenance days and litter pick which have been well supported from our volunteers as well as a local business.

Community Development Worker – Overview of support to date

Our Development Worker has been paramount in expanding our offering and ensuring we offer activities the community wants and needs.

Since April 2025, Hannah in her role as Community Development Worker has significantly expanded community engagement, youth participation, and partnership networks in Heathhall. Her approach has been fresh, thoughtful and genuine whilst bringing a boost of great energy and commitment to the role.

Key achievements include:

- **Event Coordination:** Successfully assisted in bringing major community events to Heathhall including the Sunset Beatz youth festival, Eden Big Lunch Afternoon Tea for older residents, as well as significant support in our Annual Family Fun Day, all well-attended and supported by strong local partnerships and volunteer contributions with positive feedback noted.
- **Youth Engagement:** Delivered educational workshops ("My Perfect Place") in Heathhall Primary School, coordinated competitions, organised youth-focused consultations, and laid foundations for a Youth Committee through new Youth Scotland membership and successful recruitment of young volunteers. This is an exciting opportunity for the Young People in our community.
- **Partnership Development:** Established and progressed collaborations with organisations such as YMCA, Oasis Youth Centre, Youth Scotland, Community Sports Hubs, Let's Get Sporty, Dumfries High School, and the Health Improvement Team to address local needs in youth services, physical activity, and well-being.
- **Volunteer Recruitment:** Recruited and managed both adult and youth volunteers for gardening, events, and centre support. Developed new role descriptions and volunteer application materials including marketing materials for these and social media engagement.
- **Place Plan & Community Engagement:** Delivered community consultations (including at school sports day and walking groups) contributing to the Heathhall Community Council Place Plan. Incorporated residents' and young people's views into planning and development efforts.
- **HCC Inclusive Play Park:** Positive input into driving the project forward. Successfully compiled report to support major funding applications including working with and analysing raw consultation data previously gathered.
- **Social Media and Communications:** Launched and manages active social media platforms to promote events, recruit volunteers, and build community visibility, including campaigns and competitions. Developed marketing documentation to support events.
- **Capacity Building & Training:** Undertook relevant training in first aid, food hygiene, youth volunteer engagement, and safeguarding, strengthening capacity for safe and inclusive delivery of services. Committed to further professional development in seeking and scheduling further training which will be of benefit to not only herself but to the community.

Hannah's portfolio of activity to date demonstrates strong foundations for future growth, deepening community impact, and increasing youth empowerment through further investment. She has shown real dedication to the post and for that we are grateful to have her on board.

Training

Some of our volunteers are trained in:

- First Aid & Basic Life Support
- Food Hygiene
- Child Protection
- Youth work
- Body Boosting Bingo

Partnership Working

Unfortunately, the partnership with Cloverglenn activity centre (for young people & adults with intellectual disabilities) came to an end. They ran a Community Soup social on a Monday in the Pavilion Hall until mid-year.

However, new partnerships were formed to trial some new activities at the Centre:

- Cardio Combat with Oli
- Photo Sessions with Loreburn Camera Club
- Local school & Nurseries engagement and groundwork for intergenerational working

Together with the Community Council a sub-group has continued to progress on replacing the Playpark outside the hall. We have succeeded in being awarded an additional £40K through ANCBC and the Holywood Trust, allowing us to move forward. The park's first phase is aimed to be completed end of Spring 2026.

Supporting the Community Council, we have also begun to formulate a Local Place Plan. Working with the public and local businesses and agencies we have a drafted plan. This will be submitted to D & G Council before the end of January 2026.

Financial review

Brief statement of the charity's policy on reserves

The trustees' policy is to retain 6 months of essential running costs in order to meet commitments and to cover any unexpected expenditure. Six months basic running costs stands at £9000 and reserves show we more than cover this at our financial year end.

The reserves that we have set aside provide financial stability and the means for the development of our principal activity. Six months running costs includes:

- a. utilities
- b. emergency repairs & maintenance

Details of any deficit

NA

Donated facilities and services (if any)

The building and grounds are owned by Dumfries & Galloway Council. However, HCC are responsible for the day to day running and maintenance expenses of the facility.

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Other optional information

The building is owned by Dumfries & Galloway Council, who keep it wind & watertight & are responsible for lighting & heating repairs. Last year, the centre was assessed for further Fire Safety measures. There were to be put in place in 2024, of which new fire doors have now been fitted. However, there is an ongoing debate on legislation on smoke/heat alarms and if they are a requirement for the Pavilion Hall, by the Council. The committee regularly discuss the opportunity of an asset transfer, however, until we have more stable support with more members and Trustees, this is not feasible at the moment.

Our greatest assets are our volunteers; without them there would be no viable community centre. Big thanks to each & everyone one of them who helps out.

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	LINDSAY MURDOCH	
Position (e.g. Chair)	TREASURER	SECRETARY
Date	20.01.26	