

APPENDIX 1

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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	04	24	To	31	03	25

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Brae Marina SCIO	
SC 051513	
South House	
Muckle Roe	
Brae	
Shetland	Postcode ZE2 9QW

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	Chairman (Trustee)		
2	Secretary (Trustee)		
3	Treasurer (Trustee)		
4	Board Member (Trustee)		
5	Board Member (Trustee)		
6	Board Member (Trustee)		
7	Board Member (Trustee)		
8	Board Member (Trustee)		
9	Board Member (Trustee)	Since 16/03/25	

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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

Constitution of Brae Marina SCIO .
Scottish Charitable Incorporated Organisation since 19/01/22 .

Trustee recruitment and appointment

Trustees are proposed and elected each year from the Membership of the Brae Marina SCIO at the Brae Marina SCIO Annual General Members Meeting .

Objectives and activities

Charitable purposes

The advancement of public participation in sport.

The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended .

Summary of the main activities in relation to these objects

The development of Brae Marina, Brae, Shetland as a community asset for public recreational boating to encourage all forms of the sport of boating and the advancement of public participation in maritime sport . The Marina provides secure floating pontoons inside a Breakwater , launch and retrieval point , boat storage / work area and has provision for visiting boats .

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Achievements and performance

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

The Marina has again proved to be very popular, operating at full capacity with all berths taken.

The Marina was able to provide free berthing for the adjacent Sailing Clubs rescue boat used for junior sail training.

The Marina welcomed and provided berthing for a number of visiting yachts.

Lifting , inspection and resetting of the twenty six concrete anchors was carried out successfully along with replacement of the attachment chains and ropes .

The Marina was able to assist UHI Shetland (Scalloway Campus) in their research on sea water quality by allowing them free access to the pontoons to take water samples and to deploy marine growth boards.

All lighting was changed to LED .

Financial review

Brief statement of the charity's policy on reserves

The greatest known future expenditure that the Trustees of The Brae Marina SCIO will have to make is the replacement of the Pontoon Systems when the present ones reach the end of their service life (estimated total service life of 30 – 35 years, pontoons were installed in 2007). The trustees of the Brae Marina have therefore set a target fund growth of £5600 per year to fund / part fund this known future expenditure. This policy was put in place in 2017 prior to the Brae Marina becoming a SCIO.

A minimum of £15000, equal to approx. one year expenditure, will be maintained in case of any unforeseen drop in income and use to cover such an event. This is sum will be reviewed yearly.

Details of any deficit

Donated facilities and services (if any)

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Other optional information

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)

Position (e.g. Chair)

Date

	Chairman / Trustee	Treasurer / Trustee
	24/07/25	24/07/25



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2024		31	March	2025

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations					-	-
Legacies					-	-
Grants					-	9,744
Receipts from fundraising activities					-	-
Gross trading receipts	3,333				3,333	3,330
Income from investments other than land and buildings	842				842	642
Rents from land & buildings					-	-
Gross receipts from other charitable activities	25,187				25,187	23,349
					-	-
A1 Sub total	29,362	-	-	-	29,362	37,065
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets	137				137	
Proceeds from sale of investments					-	
A2 Sub total	137	-	-	-	137	-
Total receipts	29,499	-	-	-	29,499	37,065
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	20,050	943			20,993	33,074
Grants and donations					-	
Governance costs:						
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	20,050	943	-	-	20,993	33,074
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	20,050	943	-	-	20,993	33,074
Net receipts / (payments)	9,449	(943)	-	-	8,506	3,991
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	9,449	(943)	-	-	8,506	3,991

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	81,730	943			82,673	78,682
	Surplus / (deficit) shown on receipts and payments account	9,449	(943)			8,506	3,991
						-	
	Cash and bank balances at end of year	91,179	-	-	-	91,179	82,673
(Agree balances with receipts and payments account(s))							

Categories	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

Categories	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets	Yacht Cradles	Unrestricted			
	Pontoons	Unrestricted			
	Breakwater	Unrestricted			
	Storage area and adjacent land	Unrestricted			
		Total	-	-	-

Categories	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities	Returnable joining fees	Unrestricted	176,106	176,106
		Total	176,106	176,106

Categories	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

[Redacted Signature]

24/6/25

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

Apart from the £943 carried over from last years Grant from the Shetland Community Benefit Fund / Viking Community Fund for the mooring chain replacement project all funds were unrestricted .

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	x
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C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	x
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C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
Total	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Shetland Community Benefit Fund - Viking Community Fund Grant for mooring chain replacements			-	9,774
			-	
			-	
			-	
Total	-	-	-	9,774

reference

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Members yearly fee	10,895				10,895	11,345
Members joining fee	9820				9,820	11,600
Members electrcity payments	542				542	265
Payment made by mistake					-	138
Delting Boating Club payment for share of combined insurance.	3,930				3,930	
					-	
					-	
Total	25,187	-	-	-	25,187	23,349

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Stamps/Office supplies	97				97	42
Crown Estate Rent	88				88	88
Contractors repairs	637				637	184
Repayment of joining fee on leaving and transfer of berth to new member	9,475				9,475	9,785
Insurance	8,025				8,025	4,064
Maintenance Materials	162				162	815
Trustee Meeting Costs					-	-
Contractor lifting / moving boats					-	-
Electric	1,077				1,077	8,555
Return of payment made by mistake					-	138
Chain replacement project	491	943			1,434	8,801
Diving survey						600
Total	20,050	943	-	-	20,993	33,074

Additional analysis (2)

5 Breakdown of unrestricted funds

	General Fund				Total unrestricted funds	Total unrestricted funds last period
Receipts						
Members yearly fee	10,895				10,895	11,345
Trading receipts (visitor berthing fees/ electric & boat storage)	3,333				3,333	3,330
Members joining fee	9,820				9,820	11,600
Members electricity payments	542				542	265
DBC share of combimed Insurance .	3,930				3,930	-
Bank Interest	842				842	-
Payment made by mistake					-	642
					-	138
Sub total	29,362	-	-	-	29,362	27,321
Receipts from asset & investment sales						
Sale of scrap chain	137				137	
Proceeds from sale of investments					-	
Sub total	137	-	-	-	137	-
Total receipts	29,499	-	-	-	29,499	27,321
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	20,050				20,050	24,272
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	20,050	-	-	-	20,050	24,272
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	20,050	-	-	-	20,050	24,272
Net receipts / (payments)	9,449	-	-	-	9,449	3,049
Transfers to / (from) funds					-	
Surplus / (deficit) for year	9,449	-	-	-	9,449	3,049

Nature and purpose of funds

Unrestricted general fund for day to day running , maintenance , upgrades etc .

Additional analysis (3)

6 Breakdown of restricted funds

	Chain replacement project				Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies						
Community benefit fund grant for chain replacement project					-	9,744
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	9,744
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	9,744
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities (chain replacement project)	943				943	8,801
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	943	-	-	-	943	8,801
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	943	-	-	-	943	8,801
Net receipts / (payments)	(943)	-	-	-	(943)	943
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(943)	-	-	-	(943)	943

Nature and purpose of funds

Fund is for mooring chain replacement project.

APPENDIX 3



Independent examiner's report on the accounts							v2
Report to the trustees/members of	Brae Marina SCIO						
Registered charity number	SC 051513						
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year	to	Day	Month	Year
	01	04	2024		31	03	2025
Set out on pages	1 to 6						

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

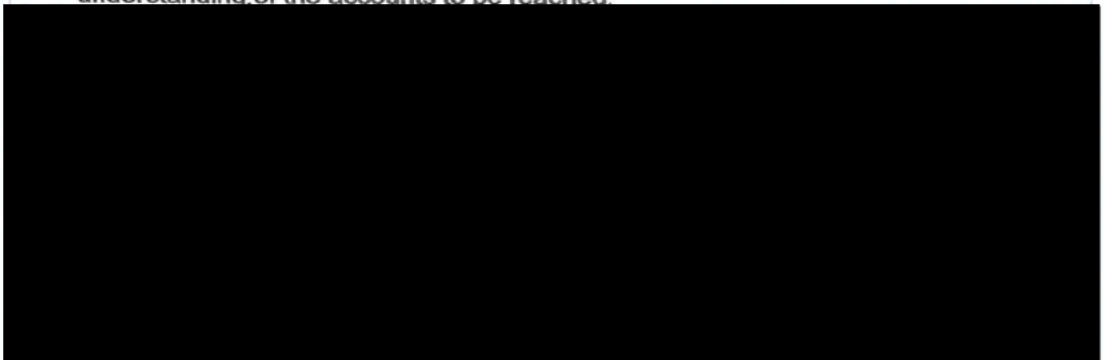
In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]

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:



*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.