

Burntisland Out of School Service

Scottish Charity No: SC043503

Annual Report & Financial Statements

For the Year ended

31 March 2026

Chris Smith BSc (Hons) FCIE
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Burntisland Out of School Service

Annual Report & Statement of Account

Year ended 31 March 2026

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Burntisland Out of School Service

Trustees' Annual Report

Year ended 31 March 2026

The charity trustees present their report together with the financial statements and the Independent Examiner's report for the year ended 31 March 2026

Reference & Administrative Information

Charity Name: Burntisland Out of School Service

Also known as: BOSS

Charity Number: SC043503

**Registered Office &
Principal Address:** Toll Centre
East Toll Park
Kirkcaldy Road
Burntisland
KY3 9HA

Trustees: Heather Mackay – Chair
Victoria Waygood – Secretary
Andrew Gibb – Treasurer
Lorraine Brand - Co Treasurer
Julia McCombie - from May 2025
Tim Lewis - from June 2026
Andy Kirk - from August 2026
Annie Rae - from August 2026

**Others who served during
the period:** Catriona Kerr – until June 2025
Jennifer Gill – until June 2026

Independent Examiner: Chris Smith BSc (Hons) FCIE

Burntisland Out of School Service

Trustees' Annual Report

Year ended 31 March 2026

Structure, Governance & Management

Burntisland Out of School Service (BOSS) was established as a Scottish Charitable Incorporated Organisation (SCIO) on 19 October 2012. It is a membership organisation governed by its constitution. Membership of BOSS is open to anyone aged 16 or over who is:

- A parent or guardian of children attending BOSS, or
- Anyone else living or working in Burntisland or the surrounding area who supports the aims of the organisation.

The membership elect annually from their number a Board of charity trustees that is responsible for the management and administration of the charity. The Board employs a staff team led by the manager to deliver the services provided by BOSS.

Objectives & Activities

The charity's purposes are to:

- Promote the care and education of children in need of care out of school hours and to promote the provision of recreation and leisure activities with the object of improving their conditions of life
- Advance the education and training of persons providing such care, education and recreational facilities.

To achieve the above purpose BOSS runs an after-school club and provides holiday play-schemes during school holidays and in-service days.

Achievements & Performance

BOSS has continued to provide the highest quality childcare that is both affordable and accessible during 2025-26. Our after-school club, breakfast club and holiday clubs remain popular with the number of sessions increasing year on year. We have maintained the quality recognised in our most recent inspection (2022) by focusing on meeting the needs of our service users by building relationships both with children and their families and the team conducting regular consultations with the children.

We are thankful for donations of £500 from Arnold Clark, £750 from Axon Cable, and £500 from the Jarvis family, and as well as fundraising efforts from staff, parents, carers and the children. These funds help activities and resources for the children to benefit from.

Burntisland Out of School Service

Trustees' Annual Report

Year ended 31 March 2026

Financial Review

Income for the year was £144,757, principally from fees for the services provided and fundraising. With expenditure of £132,333 BOSS had a surplus of £12,424 which was added to the reserves brought forward from the previous year. At the 31 March 2026 BOSS held total funds of £70,229 all of which were unrestricted.

The Trustees consider it prudent to hold a general reserve or contingency fund equivalent to 6 months running costs or £65,000 to cover overheads and liabilities and, should income decline, allow time to secure other funding. At the 31 March 2026 BOSS had a general reserve of £70,229 and had met this target.

This report was approved by the charity trustees on 4 September 2026 and signed on their behalf by:



.....
Andrew Gibb – Treasurer

Burntisland Out of School Service

Independent Examiner's Report

I report on the financial statements of Burntisland Out of School Service for the year ended 31 March 2026 which are set out on pages 7 to 9.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 ("the 2006 Regulations").

I have satisfied myself that the charity is not subject to audit under Regulation (10)(1)(d) of the 2006 Regulations and is eligible for independent examination. I have therefore examined the charity's accounts as required under section (44)(1)(c) of the 2005 Act and Regulation 11 of the 2006 Regulations. In carrying out my examination I have followed the guidance issued to independent examiners by the Office of the Scottish Charity Regulator (OSCR).

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of Regulation 9 of the 2006 Regulations; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and I have no concerns in respect of any of the areas listed above and I have found no other matters that require drawing to your attention.



Chris Smith BSc (Hons) FCIE
Glascairn Cottage
Aytounhill
Cupar
KY14 6JH

Date:

23/9/26

Burntisland Out of School Service

Statement of Receipts & Payments

Year ended 31 March 2026

	2026 Total £	2025 Total £
Receipts		
Fees	141,492	110,467
Grants	-	2,000
Fundraising	842	1,339
Donations	1,750	-
Bank interest	673	-
Total receipts	<u>144,757</u>	<u>113,806</u>
Payments		
Staffing costs	101,054	89,866
Training	400	300
Snacks & consumables	6,118	7,034
Trips	-	-
Administration	2,328	2,302
Rent	21,979	15,522
Governance	454	454
Total payments	<u>132,333</u>	<u>115,478</u>
Surplus/(deficit)	<u>12,424</u>	<u>(1,672)</u>

All funds were unrestricted

Burntisland Out of School Service

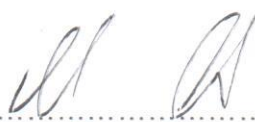
Statement of Balances

At 31 March 2026

	2026 Total	2025 Total
	£	£
Opening bank & cash balances	57,805	59,477
Surplus/(deficit)	12,424	(1,672)
Closing bank and cash balances	70,229	57,805
Assets		
Debtors	111	211
Laptop	454	454
Smart TV	480	480
Play Station 4	320	320
8 Kindle Fire tablets	500	500
Amazon Echo	60	60
Mobile phone	100	100
Liabilities		
Toll Centre - rent	2,360	2,814
Fees paid in advance	4,500	-

All funds were unrestricted.

Approved by the charity trustees on 4 September 2026 and signed on their behalf by:


.....
Andrew Gibb – Treasurer

Burntisland Out of School Service

Notes to the Financial Statements

Year ended 31 March 2026

1. Accounting Policies

These accounts have been prepared on the Receipts & Payments basis in accordance with:

- (a) The Charities & Trustee Investment Act (Scotland) Act 2005, and
- (b) The Charities Accounts (Scotland) Regulations 2006 (as amended in 2010).

Income and expenditure are recognised when received or paid out.

The Charity maintains:

- (a) A general unrestricted fund for the day-to-day running of the charity which is expendable at the discretion of the management committee in furtherance of the charity's objects, and
- (b) A number of restricted funds that consist of monies received from sponsors which relate to a specific project and are donated to fund a particular purpose (see note 3). During the year to 31 March 2026 no restricted funds were held.

2. Trustee Remuneration & Expenses

None of the trustees or connected persons received remuneration from the charity.

No expenses were paid to trustees.