



Trustees Annual Report and Accounts for the year ended 31 March 2026

Current Trustees

Mr John (Ian) Forsyth, Chairman
Mrs Eve Burton, Treasurer
Mrs Elizabeth McKenzie, Secretary

Mr Eddie Barber, Facilities Manager
Ms Trish Aitken, Mini-bus Co-ordinator
Mrs Caroline Forsyth, Minute Secretary

Contact Address

Dalgety Bay Day Centre, Pentland Rise, Dalgety Bay, KY11 9LY.

Recruitment and Appointment of Trustees

All the Association's Trustees are appointed or re-appointed by Day Centre Committee Members at the publicly advertised Annual General Meeting. This public meeting will be held on Tuesday 21st July 2026. All posts are for a period of three years and re-elections are held accordingly.

Governing Document

The Association is a charitable unincorporated association; the purposes and administration arrangements are as set out in the constitution.

Charitable Purposes

Our purposes, as recorded in our constitution, are to hopefully relieve the needs and help promote the welfare of elderly, frail and infirm persons living within the Dalgety Bay, Hillend and Aberdour areas. Achievement of this is by providing our own facilities, transport, Centre Co-ordinator (employee) and volunteers with the aim of improving these Service Users contacts and their general wellbeing.

Activities and Achievements

We offer a weekly Wednesday and Friday service, based on the availability of our volunteers and various other restrictions. Any repairs and refurbishment requirements have, as always, continued to take place in accordance with our aims to provide a warm and inviting atmosphere for our Service Users. Our mini bus allows us to continue our provision of door-to-door services to the Service Users.

Our service continues to provide hot meals for up to 22 Service Users in total, split between a Wednesday and Friday. We also endeavour to organise multiple varied activities to help stimulate these Service Users. The mini bus is used extensively to transport Service Users locally, take them out on day trips, etc. This is invaluable to the quality of service we provide. Having the mini bus reduces our overall transport costs; this in the main is due to our team of volunteer drivers and escorts. Our mini bus is also used by other groups within our area on a not-for-profit basis, we do not charge these groups for the use of our mini bus, but the groups tend to give small donations towards the running and fuel costs.



We have had various one day outings at different times during the past year. All outings included lunch and was greatly enjoyed by our Service Users and was conducted in accordance with all the relevant safeguards and restrictions. We have more outings planned for the coming months. We will also continue to work with our Fife Regional Council Liaison Officer, Fife Elderly Forum and Fife NHS Trust who give advice and suggest referrals.

Financial Review

At the present time Fife Regional Council Grant Funding covers a substantial proportion of the costs involved in providing our services. The Board of Trustees and Management Committee members continue to track the centre's overall expenditures with the view to help lower our costs as much as possible to help the organisation continue to operate within set budgets. We also pursue various funding streams from local and national organisations to help with the overall running costs associated with providing our services for the benefit of our Service Users, of which we are very thankful for.

We are, as always, extremely thankful for the financial support we receive from Fife Regional Council, as without this support we could not function.

Over the last year we have received numerous donations from local organisations and private individuals. We are, as always, extremely grateful for these donations which are used solely for the benefit of our Service Users.

Trustees, Management Committee Members and Volunteers Remuneration and Expenses

The Trustees, Management Committee or Volunteers do not receive any remuneration. Only expenses incurred whilst conducting activities for the benefit of the Day Centre Service Users were paid.

Reserves

The Day Centre operates a policy of maintaining sufficient funds in reserve to sustain an operational service for 3 months. In addition to these funds there is also an investment fund for the future sustainability of the Day Centre. At the present time, our funds are in a healthy position, but we are very aware that we must hold reserves for other contingencies which may arise with respect to the upkeep of the centre, minibus replacement costs, etc. These reserves are as agreed in our "Strategic Financial Plan" and are shown on our independently examined and approved 2025/2026 Financial Statement which is attached here.

Agreed by the Board of Trustees and signed on their behalf.

(Signed)
John (Ian) Forsyth
Chairman, Board of Trustees

Date: 16 July 2026