

APPENDIX 1



Scottish Charity Regulator

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	1	Sept	2023	To	31	Aug	2024

Reference and administration details

Charity name	Kirkcudbright Jazz Festival						
Other names charity is known by							
Registered charity number	SC 038200						
Charity's principal address	The Johnston						
	St Mary Street						
	Kirkcudbright						
						Postcode	DG6 4EG

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	[REDACTED]	Convener		
2		Secretary		
3		Treasurer		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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
[REDACTED]	1/9/23-25/9/23
[REDACTED]	1/9/23-26/9/23
[REDACTED]	1/9/23-25/9/23

Structure, governance and management

Type of governing document

Constitution approved by OSCR

Trustee recruitment and appointment

Up to 12 trustees appointed in accordance with the constitution

Objectives and activities

Charitable purposes

The advancement of art and culture, specifically jazz music, encouraging public participation in and enjoyment of jazz performances

Summary of the main activities in relation to these objects

The trustees raise money to support the Festival from donors and sponsors and from the sale of concert tickets, programmes, raffle tickets and advertising space in the programme.

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Achievements and performance

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

The 2024 Festival was held from 13th to 16th June and featured high quality musicians from the UK, Germany, Sweden and the USA. The appreciative audience was made up of local people and visitors from Scotland, England, Northern Ireland and Europe. Highlights included the open-air broilery parade led by a jazz band featuring musicians from the various bands, a free concert in the church, a church service led by jazz musicians and dine-around sessions in various local restaurants

The festival brings important income to local businesses and accommodation providers.

Financial review

Brief statement of the charity's policy on reserves

Reserves are used to cover the cost of future festivals

Details of any deficit

The 2024 Festival made a loss of £2,053. In 2023 we received a grant of £2,000 from Dumfries and Galloway Council. In 2022, the grant was £3,000. In 2024, we received no grant.

Donated facilities and services (if any)

Volunteers from Kirkcudbright Rotary Club, the Hail Six Incorporated Trades of Kirkcudbright and Kirkcudbright Parish Church helped with stewarding. We had other volunteer stewards and also help with collecting advertising revenue.

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Other optional information

Declaration

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

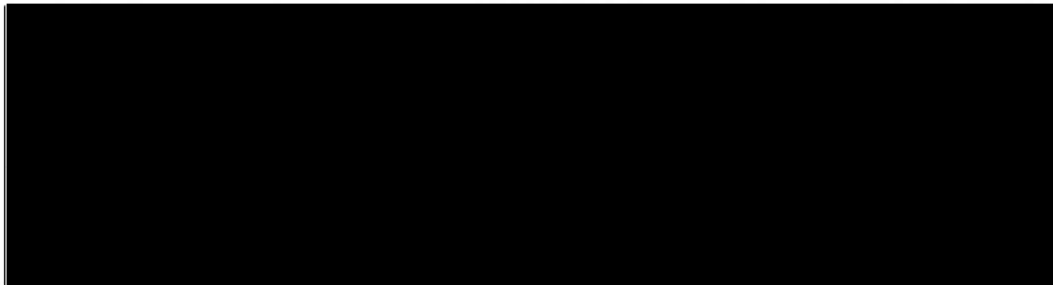
Signed on behalf of the charity's trustees

Signature(s)
*OSCR will accept
digital or typed
signatures*

Full name(s)

Position (e.g. Chair)

Date

		
		TREASURER
Date	12/5/25	12/5/25



Receipts and payments accounts

For the period from				to			
	01	Sept	2023		31	Aug	2024

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	4,192				4,192	3,879
Legacies					-	
Grants					-	2,000
Receipts from fundraising activities	18,798				18,798	38,824
Gross trading receipts					-	
Income from investments other than land and buildings	398				398	156
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	23,388	-	-	-	23,388	44,859
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	23,388	-	-	-	23,388	44,859
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	25,391				25,391	45,119
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	50				50	60
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	25,441	-	-	-	25,441	45,179
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	25,441	-	-	-	25,441	45,179
Net receipts / (payments)	(2,053)	-	-	-	(2,053)	(320)
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(2,053)	-	-	-	(2,053)	(320)

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	29,189				29,189	29,509
	Surplus / (deficit) shown on receipts and payments account	(2,053)				(2,053)	(320)
						-	
						-	
	Cash and bank balances at end of year	27,136	-	-	-	27,136	29,189

(Agree balances with receipts and payments account(s))

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

B3 Other assets	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
Total			-	-	-

B4 Liabilities	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
Total			-	-

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

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

Signature

Print Name

Date of approval

[Redacted Signature Area]

12/5/25
[Redacted Name]

Section C Notes to the Accounts

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

Bank account and Building Society account to finance the staging of Kirkcudbright Jazz Festival.

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**

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**

C4b Trustee expenses - details

	Number of trustees	£
Expenses for Festival costs reclaimed	2	442

C5 Transactions with trustees and connected persons

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

C6 Other information

Kirkcudbright Jazz Festival

SC 038200

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 £
Sundry Donations	1,147				1,147	449
Patrons and Sponsors	3,045				3,045	3,430
					-	
Total	4,192	-	-	-	4,192	3,879

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
Total	-	-	-	-

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 £
Ticket sales	12,393				12,393	12,045
Programme sales	397				397	434
Advertising sales	2,209				2,209	2,213
Raffle sales	1,493				1,493	1,152
					-	
					-	
					-	
Total	16,492	-	-	-	16,492	15,844

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 £
Band Fees	19,340				19,340	16,355
Band Accomodation	2,895				2,895	2,308
Venue charges	764				764	1,377
Brolly Parade	355				355	690
Event Insurance	464				464	464
Printing and Admin	339				339	1,110
Advertising	341				341	482
Miscellaneous	944				944	254
Technical Support					-	800
Cash withdrawn and returned					-	1,340
					-	
Total	25,442	-	-	-	25,442	25,180

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund - major shared fund - other	Unrestricted fund - major shared fund - other	Unrestricted fund - major shared fund - other	Unrestricted fund - major shared fund - other	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	4,192				4,192	3,879
Legacies					-	-
Grants					-	2,000
Receipts from fundraising activities	18,798				18,798	38,824
Gross trading receipts					-	-
Income from investments other than land and buildings	398				398	156
Rents from land & buildings					-	-
Gross receipts from other charitable activities					-	-
Sub total	23,388	-	-	-	23,388	44,859
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
Sub total	-	-	-	-	-	-
Total receipts	23,388	-	-	-	23,388	44,859
Payments						
Expenses for fundraising activities					-	-
Gross trading payments					-	-
Investment management costs					-	-
Payments relating directly to charitable activities	25,391				25,391	45,119
Grants and donations					-	-
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Preparation of annual accounts					-	-
Legal costs					-	-
Sub total	25,441	-	-	-	25,441	45,179
Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
Sub total	-	-	-	-	-	-
Total payments	25,441	-	-	-	25,441	45,179
Net receipts / (payments)	(2,053)	-	-	-	(2,053)	(320)
Transfers to / (from) funds					-	-
Surplus / (deficit) for year	(2,053)	-	-	-	(2,053)	(320)

Nature and purpose of funds						
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OSCR

Office of the Scottish Charity Regulator

Independent examiner's report on the accounts v2							
Report to the trustees/members of	Charity name Kirkcudbright Jazz Festival						
Registered charity number	SC0038200						
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2023	to	31	08	2024
Set out on pages							(remember to include the page numbers of additional sheets)
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. 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 Charities Accounts (Scotland) Regulations 2006. 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 accounts.						
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> 1. which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> • 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):	Office Manager, Kirkcudbright Development Trust						
Address:	The Johnston St Mary Street Kirkcudbright DG6 4EG						

*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.