



MUSSELBURGH COMMUNITY PANTRY



Scottish Charitable Incorporated Organisation
Trustees' Annual Report for the year ended 31 March 2026

Reference and Administrative Details

Charity name	Musselburgh Community Pantry
Charity registration number	SC053298
Principal address	Musselburgh East Community Learning Centre, Haddington Rd, Musselburgh, EH21 8JJ
Governing document	Constitution adopted August 2023.
Structure	Scottish Charitable Incorporated Organisation (SCIO)

Charity trustees

The following served as charity trustees during the year ended 31 March 2026 and/or up to the date this report was approved:

Name	Position	Dates served
Gaynor Allen	Co-Chair	22/04/2024 to present
Sheila Laing	Co-Chair	13/11/2025 to present
Lucy Robertson	Committee Member	24/02/2025 to present
Malcolm Pennycott	Committee Member	24/02/2025 to present
Daniel Fulton	Treasurer	22/04/2024 to present
Steven Gill	Committee Member	13/11/2025 to 13/03/2026
Denise Blackie	Committee Member	28/04/2025 to 20/10/2025
Christine Schaffer	Chair	22/04/2024 to 20/10/2025

Trustee Recruitment and Appointment

Anyone who has an interest in the Pantry is able to join the board of trustees. We are hoping to be able to encourage users of the Pantry to join as charity trustees.



Objectives and Activities

Charitable purposes

As set out in the charity's Constitution, the Pantry's purpose is to contribute to the prevention of poverty and the relief of financial hardship by providing food security to those who need it most. The Pantry is underpinned by the values of dignity, choice and hope.

Who we help

The Pantry was established after Musselburgh Area Partnership and Volunteer Centre East Lothian surveyed 32 local organisations on what the Musselburgh area needed most to address the cost-of-living crisis; a community pantry was the consistent answer. Within four months, the Pantry opened its doors on 23 March 2023 at Musselburgh East Community Learning Centre.

The Musselburgh area has significant and clearly evidenced need:

- Male life expectancy varies by 9 years and 2 months between Musselburgh West and Pinkie Braes.
- Female life expectancy varies by 6 years and 3 months between Musselburgh West and Wallyford/Whitecraig.
- 13.2% of people within the Musselburgh Area Partnership area are income deprived – the highest rate in East Lothian – rising to as much as 26% in some neighbourhoods.

What we do

The Pantry provides affordable food and household supplies to individuals and families across the Musselburgh area. Customers pay £3.50 for 10 credits (or £2 for 5 credits), with most items costing one credit. The Pantry also distributes food donated by Aldi, Lidl and other retailers, is supported by East Lothian Fareshare, and refers customers to East Lothian Foodbank where appropriate.

During the year the Pantry opened a second site, increasing opening hours and choice for customers. This was a significant expansion for the Pantry, meaning we now have our own dedicated space which we can use to its best advantage.

The Pantry is more than a food provider: it operates as a welcoming community space intended to reduce loneliness and isolation and support wellbeing.

Achievements and Performance

Outputs

- Opened a second site, increasing weekly opening hours and choice for customers.
- Supported by around 40 volunteers (up from 20+ the previous year), including some customers who also volunteer.
- Secured increased access to free surplus food – reducing food waste – through additional Neighbourly slots.
- Built a database (subject to strict data protection controls) to record and evidence how many people the Pantry helps.
- Secured funding from The Robertson Trust, The Corra Foundation, The Edinburgh Airport Trust, Musselburgh Common Good Fund and Musselburgh Area Partnership, among others.
- Recruited additional volunteers to support food collection, shelf-stocking and customer service.

Outcomes and impact

A 2026 customer survey evidenced strong satisfaction and reach:

- 89% of customers use the Pantry at least once a week on average.



- 96% said the service meets their needs very well or well.
- 77% rated the quality of food and items available very highly or highly; 85% rated the variety very highly or highly.
- 100% rated volunteers as very helpful or helpful, and 100% said they were very likely or likely to recommend the Pantry to a friend or family member.

Customers' own words illustrate the difference the Pantry makes:

- “The pantry has been an enormous help to our family. We are a low income family and it's great to get store cupboard staples at a reduced price.”
- “It's fantastic to see a lovely row of tins in my cupboard, it really lifts me and makes me feel grateful.”
- “Just a massive thank you for the help you have given me – it has helped me so much.”

Trustees consider these results demonstrate that the Pantry continues to deliver against its charitable purpose: relieving financial hardship while also reducing isolation and supporting wellbeing in the community.

Thanks and partnerships

The trustees wish to record their thanks to all who supported the Pantry during the year, including:

- Funders: Musselburgh Area Partnership, Musselburgh Common Good Fund, The Robertson Trust, The Corra Foundation, The Edinburgh Airport Trust, ASDA, Tesco, Rozelle Trust, Dr Bruce Fund, The Sportsman Bar, Hope Church, and individual donors of money and food.
- Food and in-kind support: East Lothian Foodbank, East Lothian Fareshare, The Cook Club, Whitecraig Pantry, Musselburgh churches and their congregations, Edinburgh Dog and Cat Home, DadsWork, and Ideal Flooring.
- People: our volunteers and our customers.

Financial Review

Summary – year ended 31 March 2026

	2024/25	2025/26
Total income	£26,432	£29,247
Total expenditure	£12,128	£31,192
Year-end balance	£14,304	£12,359
of which unrestricted funds	£3,450	£6,127
of which restricted funds	£10,854	£6,232

Income

Source	2025/26
Grants	£15,782
Customer contributions	£9,974
Donations	£3,163
Other fundraising	£328
Total	£29,247



Grant funding of £15,782 was received from Musselburgh Area Partnership (£5,917), Musselburgh Common Good Fund (£5,890), Corra Foundation (£3,000), ASDA (£600) and Tesco (£375, being the residue of a larger grant, most of which was received in the previous financial year).

Expenditure

Category	2024/25	2025/26
Pantry supplies	£11,930	£20,610
Operating expenses (incl. rent)	£198	£10,582
Total	£12,128	£31,192

Within operating expenses, rent accounted for £5,272 and other set-up and running costs for £5,310, largely reflecting one-off costs of fitting out the second site.

Explanation of the year-end deficit

Expenditure exceeded income by £1,945 during the year (compared with a surplus in 2024/25). This was driven primarily by the opening of the second site – increased rent and set-up costs, together with higher spending on supplies to meet rising demand and food price inflation. The deficit was met from the charity's reserves, which reduced the year-end balance from £14,304 to £12,359. The trustees consider this a planned and appropriate use of reserves to fund the Pantry's expansion, rather than a sign of financial difficulty, and note that customer contributions covered approximately 48% of the cost of pantry supplies during the year, with the balance funded by grants and donations.

Reserves policy

The Pantry has a reserves policy in place, which is reviewed, alongside the accounts, by the trustees on a regular basis. The reserves policy takes account of the current running costs of the Pantry, and is designed to ensure that the Pantry is able to fulfil its charitable purposes.

Donated goods and services

The Pantry benefited during the year from donated food and services that do not appear in the receipts and payments figures above or in the examined accounts, including surplus food from Aldi and Lidl via Neighbourly, regular donations from East Lothian Fareshare and East Lothian Foodbank, monthly food and household item donations from Hope Church, and donated pet food arranged through Edinburgh Dog and Cat Home. The value of these donated goods and services has been estimated at £15,000 for the year.

Structure, Governance and Management

Musselburgh Community Pantry is a Scottish Charitable Incorporated Organisation, governed by its Constitution. The Board of Trustees meets regularly to review the Pantry's operations and finances.

Plans for the Future

Reviewing our progress against the plans we set out in last year's report, the trustees are pleased to note that the second site – identified last year as a major priority – has now opened, extending opening hours and helping to address social isolation as intended.

Going forwards into the next year, our intention is to build on and consolidate the Pantry's current success, ensuring that the service works as well as possible for the community.

As need in the community grows, and the Pantry's part in addressing that need becomes broader and more complex, it is becoming increasingly difficult to run and manage the Pantry entirely with volunteers. The trustees therefore hope to be able to bring on a paid member of the team, who will be able to dedicate their time and energy to supporting the Pantry on a sustainable basis.



Approval

This report was approved by the charity trustees and signed on their behalf by the Pantry's Co-Chair, Gaynor Allen.

Signed: *Gaynor Allen*

Co-Chair

Date: 14 September 2026



Musselburgh Community Pantry

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Receipts and payments accounts

For the period
from

Period start date

01/04/2025

to

Period end date

31/03/2026

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	2,263	900			3,163	10,405
Legacies	-	-			-	
Grants	-	15,782			15,782	10,408
Receipts from fundraising activities	328	-			328	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	9,974	-			9,974	5,619
					-	
A1 Sub total	12,565	16,682	-	-	29,247	26,432
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	12,565	16,682	-	-	29,247	26,432
A3 Payments						
Expenses	2,556	8,026			10,582	198
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	7,332	13,278			20,610	11,930
Grants and donations					-	
Governance costs:						
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	9,888	21,304	-	-	31,192	12,128
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	9,888	21,304	-	-	31,192	12,128
Net receipts / (payments)	2,677	(4,622)	-	-	(1,945)	14,304
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	2,677	(4,622)	-	-	(1,945)	14,304

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	3,450	10,854	-		14,304	-
	Surplus / (deficit) shown on receipts and payments account	2,677	(4,622)	-		(1,945)	14,304
						-	
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	6,127	6,232	-	-	12,359	14,304
		-	-	-	-	-	-

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

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

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

	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

<i>D Fulton</i>	Daniel Fulton	12 May 2026

Section C Notes to the Accounts

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

The charity has received unrestricted funds from: (i) customer contributions, being the payments that customers make to the Pantry each time they use its services; (ii) and donations from local businesses and from individuals.

The Pantry has received restricted funds by way of grants from: (i) the Musselburgh Area Partnership; and (ii) the Common Good Fund; and (iii) ASDA for food and for supplies and equipment at the new site at Newbigging, as well as grants from (i) Tesco; and (ii) the Corra Foundation for food to be provided to customers.

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Supplies for the Pantry and equipment and rent for the Newbigging site	Musselburgh Area Partnership	2	5,917
Supplies for the Pantry and equipment and rent for the Newbigging site	Common Good Fund	1	5,890
Shelving at the Newbiggin site	ASDA	1	600
Purchase of vegetables and eggs (second part of grant received in 2025/26)	Tesco	1	375
Funds for Pantry supplies (food)	Corra Foundation	1	3,000
		Total	15,782

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)

NA

Authority under which paid

£

C3b Trustee remuneration - details

C4a Trustee expenses

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

NA

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

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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 £
Donations from local businesses and organisations	1,703				1,703	10,405
Donations from private individuals	560	900			1,460	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	2,263	900	-	-	3,163	10,405
	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £			Total current period to nearest £	Total last period to nearest £
Musselburgh Area Partnership		5,917			5,917	
Common Good Fund		5,890			5,890	
ASDA		600			600	
Tesco		375			375	
Corra Foundation		3,000			3,000	
Total	-	15,782			15,782	10,408
	-	-	-	-	-	-

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 £
Customer Contributions	9,974				9,974	5,619
					-	
					-	
					-	
					-	
					-	
					-	
Total	9,974	-	-	-	9,974	5,619
	-	-	-	-	-	-

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 £
Pantry Supplies	7,332	13,278			20,610	11,930
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	7,332	13,278	-	-	20,610	11,930
	-	-	-	-	-	-

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Additional analysis (2)**5 Breakdown of unrestricted funds**

	Unrestricted fund 1 - enter name of fund below General Fund	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	2,263				2,263	9,905
Legacies	-				-	
Grants	-				-	
Receipts from fundraising activities	328				328	
Gross trading receipts	-				-	
Income from investments other than land and buildings	-				-	
Rents from land & buildings	-				-	
Gross receipts from other charitable activities	9,974				9,974	5,619
Sub total	12,565	-	-	-	12,565	15,524
Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-				-	
Proceeds from sale of investments	-				-	
Sub total	-	-	-	-	-	-
Total receipts	12,565	-	-	-	12,565	15,524
Payments						
Expenses	2,556				2,556	198
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	7,332				7,332	11,876
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	9,888	-	-	-	9,888	12,074
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	9,888	-	-	-	9,888	12,074
Net receipts / (payments)	2,677	-	-	-	2,677	3,450
Transfers to / (from) funds					-	
Surplus / (deficit) for year	2,677	-	-	-	2,677	3,450

Nature and purpose of funds

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Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Restricted fund 5 - enter name of fund below	Restricted fund 6 - enter name of fund below	Restricted fund 7 - enter name of fund below	Total restricted funds	Total restricted funds last period
	Tesco & Tesco Fund Match - Food for fresh food and eggs	Rozelle Trust - for vouchers (rec'd last year but spent this year)	Dr Bruce Fund - for vouchers (rec'd last year but spent this year)	ASDA - for shelves at Newbigging site and Pantry supplies	Musselburgh Area Partnership - For equipment for Newbigging site and Pantry	Common Good Fund - for equipment at Newbigging site	Corra Foundation - for Pantry supplies of food		
Receipts									
Donations	900							900	500
Legacies								-	
Grants	375			600	5,917	5,890	3,000	15,782	10,408
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	1,275	-	-	600	5,917	5,890	3,000	16,682	10,908
Receipts from asset & investment sales									
Proceeds from sale of fixed assets								-	
Proceeds from sale of investments								-	
Sub total	-	-	-	-	-	-	-	-	-
Total receipts	1,275	-	-	600	5,917	5,890	3,000	16,682	10,908
Payments									
Expenses	63			270	4,139	3,554		8,026	
Gross trading payments								-	
Investment management costs								-	
Payments relating directly to charitable activities	2,607	2,230	2,450	330	5,661	-	-	13,278	54
Grants and donations								-	
Governance costs:								-	
Audit / independent examination								-	
Preparation of annual accounts								-	
Legal costs								-	
Sub total	2,670	2,230	2,450	600	9,800	3,554	-	21,304	54
Payments relating to asset and investment movements									
Purchases of fixed assets								-	
Purchase of investments								-	
Sub total	-	-	-	-	-	-	-	-	-
Total payments	2,670	2,230	2,450	600	9,800	3,554	-	21,304	54
Net receipts / (payments)	(1,395)	(2,230)	(2,450)	-	(3,883)	2,336	3,000	(4,622)	10,854
Transfers to / (from) funds								-	
Surplus / (deficit) for year	(1,395)	(2,230)	(2,450)	-	(3,883)	2,336	3,000	(4,622)	10,854

Nature and purpose of funds

Please note that for some of the funds shown above, the grant was received in 2024/25 but spent in 2025/26.

APPENDIX 3



		Independent examiner's report on the accounts v2					
Report to the trustees/members of	Charity name	Musselburgh Community Pantry					
	Registered charity number	SC053298					
	On the accounts of the charity for the period	Period start date				Period end date	
	Day	Month	Year		Day	Month	Year
	01	04	2025	to	31	03	2026
Set out on pages	1,2,3,4,5,6						(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 (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*] - 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 - to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.						
Signed:					Date:	06/08/26	
Name:	Pauline Crerar						
Relevant professional qualification(s) or body (if any):							
Address:	12b Monktonhall Terrace, Musselburgh EH21 6ER						

*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.

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

**Give here brief details of
any items that the
examiner wishes to
disclose**