

SOUTH BRIDGE CENTRE POTTERY USERS GROUP

Trustees' Annual Report and Accounts for the year ended 31 January 2026

Scottish Charity number SC018765

Current Trustees Ros Hunter – Chair
 Sheila Cant –Secretary
 Katie Keen – Membership Secretary
 Anna Kretsinger - Operational issues
 Nadja Turkot - Bookings
 Joe Raimondo – Treasurer
 Julia Payne

Contact Address 109 Moira Terrace, Edinburgh, EH7 6UB.

Governing Document

The organisation is a charitable trust. It is governed by a constitution that was approved by the members.

Charitable Purposes

The objects of the charity are to:

- a. Advance education and to provide or assist in the provision of recreation,
- b. Provide a facility for any person residing in the area of benefit to further their own skills in pottery, ceramics and sculpture,
- c. Offer training and guidance in the practical aspect of the preparation and firing of clay-work,
- d. Provide links into community and further education,
- e. Co-operate with City of Edinburgh Council and specifically with the Community Education Service to manage the South Bridge Pottery and to ensure the facilities are maintained and managed for the attainment of objects (a) – (d).

These objectives are reviewed annually by the trustees as part of the approval process prior to the submission of this report and did not necessitate changing whilst the Pottery Users Group (PUG) remained in partnership with the Adult Education (AE) authority in South Bridge. However, with the pending relocation of the pottery studio to Leith Walk, City of Edinburgh Council (CEC) is changing the relationship between PUG and AE from that of partners to that of landlord/tenant. A licence agreement is in the process of being finalised to cover future PUG member usage of the new studio. It will have an impact on the above Purposes which will be therefore reviewed once the Licence has been signed.

Recruitment and Appointment of Trustees

The maximum number of trustees is seven which the members elect each year at the AGM (most recent held on 1 February 2024) as the group has been inactive other than regular Trustee Meetings to pursue new arrangement details for usage of the new Studio at Leith Walk. An AGM will be held once all details of the Lease Agreement have been finalised.

The trustees may co-opt additional trustees for their expertise during the year. Only members of the Group are eligible for appointment.

Trustee Remuneration and Expenses

No trustee received any remuneration or expenses in the year.

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Risk Management

The trustees have assessed the major risks to which the Group is exposed and are satisfied that systems are in place to manage exposure to the major risks. Due to the nature of the activities, the major risks relate to health and safety and third-party liability.

Activities and Achievements

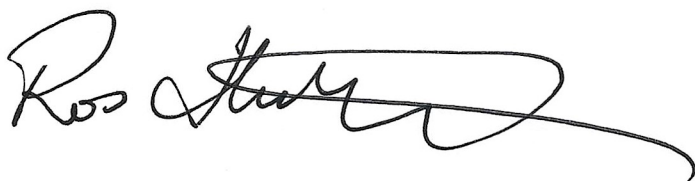
Following the agreement in 2024 at a council meeting that PUG would be given at least comparable use of the new CEC pottery studio facilities, the management committee of trustees worked closely with CEC staff throughout 2025 to achieve this goal. This process comprised:

- giving advice and guidance on the many and diverse practicalities of establishing a new pottery studio in the premises at 164a Leith Walk
- working with Scott Campbell (project manager for the pottery studio's relocation from SBRC from Leith Walk) to develop a Licence agreement which sets out the terms and conditions of a future lease agreement between CEC and PUG in terms of the usage of the new studio. A key agreed principle of this agreement is that CEC will not profit from PUG usage and that all PUG costs must be self-financing.

The management committee has also worked extensively to plan for the implementation of arrangements within PUG to meet the new operational requirements. These include supervision arrangements for all PUG sessions, insurance for usage, access to the studio, new studio guidelines, induction procedures and ongoing operational management arrangements.

PUG membership has had to remain paused through the year 2025-26. All previous members have been both consulted and kept informed of developments through both face-to-face meetings and email. Previous members will have priority access to membership when the new facilities become available as soon as possible in 2026.

Review of the Group name is also required and this will be addressed as an element of the new arrangements currently under development. There is a formal recognition by the management committee that an AGM be held as soon as possible after the resumption of PUG operation.



Ros Hunter

Chair

29 April 2026

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Financial Review

New studio operating procedures and charges have not yet been fully finalised by the Education Authority. Thus, whilst the new pottery studio is now complete, PUG does not have access as the Licence document is not yet ready to be signed. This has in turn delayed a final decision on usage fees that will be paid by members.

The only PUG financial activity for this year consisted of 4 quarterly interest payments on our bank account and one cheque payment of £60 for the review of our accounts.

Reserves

Reserves at the end of this year were £15,511.50

Approved by the Trustees on 29 April 2026 and signed on their behalf by



Joseph Raimondo

Treasurer

29 April 2026

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Receipts and Payments Account

	2026	2025
	£	£
Receipts-		
Members' subscriptions	0.00	0.00
Members' payment for SBRC Studio Usage	0.00	970.00
Bank interest received	173.90	223.44
Total Receipts	173.90	1193.44
Payments-		
Fees paid to SBRC	0.00	1750.00
Independent examiner's fee	60.00	50.00
Hall Hire for AGM	0.00	44.00
Christmas Party and Gifts	0.00	20.00
Total Payments	60.00	1,864.00
Surplus/(Deficit) for Year	113.90	(670.56)

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Statement of Balances

	2026	2025
	£	£
Funds Reconciliation		
Bank balance at 1 February	15,397.60	16,068.16
Surplus/(Deficit) for year	113.90	(670.56)
Bank balance at 31 January	15,511.50	15,397.60
Reserves		
General Fund	15,511.50	15,397.60
	15,511.50	15,397.60

Tangible Assets.

Nil

Liabilities

Nil

Approved on by the Trustees on 29 April 2026 and signed on their behalf by:



Joseph Raimondo

Treasurer

29 April 2026

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INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
SOUTH BRIDGE CENTRE POTTERY USERS GROUP

I report on the accounts of the charity for the year ended 31 January 2026 which are set out on pages 1 to 5.

Respective responsibilities of the trustees and the independent examiner

The trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirements of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the financial statements 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 report

My examination was 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 you as trustees concerning 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 connection with my examination, no matter has come to my attention:

- 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 Charities and Trustee Investment (Scotland) Act 2005 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.

Eric Wishart

Eric Wishart

05 May 2026

Accountant
69 Promenade
Edinburgh
EH15 2DX