

APPENDIX 1

OSCR

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	12	2024	To	30	11	2025

Reference and administration details

Charity name	Cupar Arts
Other names charity is known by	
Registered charity number	SC043402
Charity's principal address	31 Millbank
	Cupar
Fife	Postcode KY15 5DP

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	Kate Cowcher	Co-chairperson		
2	David Hill	Co-chairperson		
3	Sarah Kennedy	Secretary		
4	Mairi MacGregor	Treasurer		
5	Margaret Kennedy			
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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
n/a	

Structure, governance and management

Type of governing document

The organisation is a Scottish Charitable Incorporated Organisation (SCIO). The structure of the organisation consists of:

- the MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself;
- the BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.

Trustee recruitment and appointment

Membership is open to any individual aged 16 or over who are approved by the Board as providing such skills and expertise deemed beneficial to the sustainability of the organisation.

Board members will not be eligible for election or appointment to the board unless he/she is a member of the organisation.

At each AGM, the members may elect any member (unless he/she is debarred from membership under clause 55) to be a charity trustee.

The board may at any time appoint any member (unless he/she is debarred from membership under clause 55) to be a charity trustee.

Objectives and activities

Charitable purposes

1. To advance the arts, heritage, culture or science and in furtherance of this:
2. To promote, develop and sustain the arts and arts activity in and around Cupar.
3. To organise and develop arts events, projects and initiatives.
4. To support, involve and highlight artists drawn from a national and international base with an emphasis on contemporary art and innovation.
5. To promote contemporary art as a way of enhancing and strengthening the local community, and to attract a national and international audience.
6. To secure appropriate funding for such events and initiatives.

Summary of the main activities in relation to these objects

Cupar Arts presents work that engages, inspires and challenges audiences by artists working over a broad range of contexts from across the UK and overseas. Its curated programme has integrated art at the heart of Cupar's local community with art projects that use interior and exterior spaces in and around the town. In 2024-25, our focus has been on exploring possibilities for a permanent arts hub, growing our community of followers and members, alongside launching a varied series of arts events, 'Meet the Neighbours' featuring local artists and crafts people.

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Achievements and performance

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

2024/25 Activities, Fundraising & Events

In 2024/25, we grew our membership and social media reach. We were delighted to be able to use our platform to promote other arts organisations across our region. We have also continued to work, with other local organisations, towards our long-term goal of an Arts' Hub for Cupar.

We applied for and were successful in being granted £1000 funding from the University of St Andrews Uni Community Fund in September 2024. The funding, which arrived in March 2025, allowed us to run a programme of free events, our Meet the Neighbours programme, which ran throughout 2025. Thank you to University of St Andrews Community Fund for their support.

We were proud to be able to champion the work of artists within our community, from a range of disciplines.

We also benefitted from support from Fife Council's Settlement Fund. A grant of £563.30 allowed us to host our Black History Month event, African Art for the People, in association with St Andrews' University, the Argyll Collection from Argyll and Bute Council, storytelling with Tawona Sithole and amazing catering from Nemel's Kitchen.

Cupar Arts were proud to be able to host a free Kitemaking workshop in August in association with Mothers Against Genocide Scotland, attended by families and individuals from our community. Castlehill Community Association very kindly waived their venue hire fee for this event. We donated the waived fee to Medical Aid for Palestine.

All our free events were tailored to appeal to a range of audiences and ages.

We were delighted to stage two sold - out music events at Castlehill Community Centre, with the wonderful Adam Ross and Gillian Fleetwood headlining, at the start and end of our financial year. These successful music events raised over £1400 for our organisation, allowing us to support local musicians, begin planning our programme of events for 2025/26 and continue to champion the arts in Cupar.

Governance

In November 2025, we moved our bank account from Bank of Scotland to Co-op bank. The move away from banking through Bank of Scotland was prompted by the closure of the Cupar branch and, at the end of 2025, the implementation of charges on charity accounts. We were able to switch from Bank of Scotland before incurring any charges. Cupar Arts trustees believe that this was not only the most fiscally prudent move, but the most appropriate for our community. Co-op bank represented an ethical option, with some in-person banking services via Cupar Post Office.

Core Administrative Expenses

As previously noted in our annual Treasurer's report, the auditor's report tended to be one of our largest expenses, at over £400, in the past. In recent years, we have been very grateful to Fife Voluntary Action for carrying out the independent examination of our accounts. The cost increased from £50 to £60 in recent years. It is very worthwhile to continue this relationship.

Our other core expense is our annual website hosting, costing £150. During 2024/25, we used three different venues for meetings and events, with Castlehill Community Centre our main base. We are very grateful to Castlehill Community Association for their continuing support. A further core administrative cost in 2024/25 was Public Liability Insurance.

Ongoing budgeting and fundraising needs to take these core expenses into account. All our finances are approved by OSCR, the charity regulator and are available to review through OSCR and on our website.

Financial review

Brief statement of the charity's policy on reserves

n/a

Details of any deficit

None

Donated facilities and services (if any)

None

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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)

Kate Cowcher

Raonaid Mairi MacGregor

Position (e.g. Chair)

Co-chairperson

Treasurer

Date

19.04.2026

19.04.2026

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