

# Queensferry Sports & Community Hub

A Scottish Charitable Incorporated Organisation  
Annual Report and Financial Statements  
for the Year Ended 31 December 2024

## **Queensferry Sports & Community Hub**

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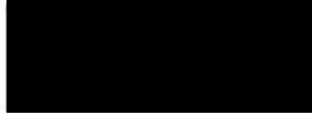
## Queensferry Sports & Community Hub

### Reference and Administrative Details



**Charity Registration Number** SC044532

**Principal Office**



**Independent Examiner**



**Bankers**

Virgin Money  
83 George Street  
Edinburgh  
EH2 3ES

# Queensferry Sports & Community Hub

## Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2024.

### Objectives and activities

#### *Objects and aims*

Queensferry Sports and Community Hub will become the first place that local people consider when organising sporting and social events. The Hub will become known as a welcoming and inclusive place for all. The Hub will offer facilities to help people improve their health, their skills and their local community.

#### *Objectives, strategies and activities*

We aim to provide recreational facilities to members of the general public in the area around, but not limited to, South Queensferry, Dalmeny and Kirkliston.

We aim to increase participation in sport by providing exercise facilities, access to sports clubs which will be based at the Hub, access to classes and training for sport.

#### *Use of volunteers*

The trustees would like to thank the operational staff and volunteers whose selfless giving of time, energy and expertise embodies the Hub and its community ambitions.

### Achievements and performance

January's meeting of the Hub Board of Trustees started as it intended to proceed, with new plans as well as investigation into looking after our assets, namely the Hub building, the facilities and the people of the local community.

Firstly, we invested into obtaining a holistic assessment of potential costs associated with maintaining the Hub's 30 year old infrastructure. A very detailed Mechanical & Electrical Installation Conditions Report was executed by Consulting Engineers. This 43 page long Report provided us with life expectancy of the Hub equipment graded by short, medium and long term sustainability. Unfortunately the majority fell into the short and medium term however this information will be critical for budgeting of our reserved finances and investing wisely to preserve the Hub.

Alongside this, we have been working on potentially investing in a new covered padel tennis court – planning permission has been granted. It is however a very substantial investment and a decision on this will be carried forward to 2025 following further extensive investigation into costs involved and the likelihood of return on this.

We have extended our focus on mental health and wellbeing in the community by establishing connections with the local GP practice. This includes offering free gym spaces on appropriate referral from a GP as well as referral and public use of our movement therapy room. We plan to continue to widen community awareness on this aspect.

On a safety front, we invested in a new car park design including road safety markings, and increased signage to encourage safe practice.

It was noted by management in meetings throughout the year that running costs have increased as well as ongoing maintenance costs of pitch and courts. We need to be mindful of this when making any plans to ensure we can look after all our current community users as well as encouraging new faces.

Despite the aforementioned arising costs, the Hub has continued to thrive with over 1,000 footballers, around 300 gym members and participants in tennis, tai chi, tai kwon do, pilates steady steps and dance. The Trustees are very grateful to the hard work and dedication of the Hub Manager and all staff who have contributed, in no short measure, to its success in 2024.

### Financial review

A profit of £6,743 (2023: deficit £1,901) was recorded in this financial year. This added to the available reserves for future use.

#### *Policy on reserves*

Queensferry Sports and Community Hub Board agreed that we will hold financial reserves to ensure that main operations can continue for a period of 3 months and discharge any contractual obligations. These reserves are built up from the unrestricted (earned) income of the SCIO. The level of reserves are calculated and monitored every 6 months. This policy will be reviewed annually and whenever there are significant changes in expenditure or new contractual obligations.

# Queensferry Sports & Community Hub

## Trustees' Report (continued)

### ***Principal funding sources***

The main funding sources are from membership fees, grants and short term hall lets.

### **Structure, governance and management**

#### ***Nature of governing document***

The charity is governed by a constitution.

#### ***Recruitment and appointment of trustees***

Anybody can become a trustee through a voluntary application process and being elected.

#### ***Induction and training of trustees***

Trustees are provided with an induction session and basic training.

#### ***Arrangements for setting key management personnel remuneration***

The facility manager is in charge of day to day operational matters. He reports to the Board of Trustees. Remuneration for this position is set by the trustees.

#### ***Organisational structure***

The charity operates with a Board of Trustees who meet on a regular basis to set the operational direction of the charity.

#### **Financial instruments**

#### ***Objectives and policies***

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The charity does not use derivative financial instruments for speculative purposes.

#### ***Credit risk***

The charity's principal financial assets are bank balances and cash, trade and other receivables.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables.

The credit risk on liquid funds is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

#### **Creditor payment policy**

Is is the policy to settle invoices within agreed payment terms.

The annual report was approved by the trustees of the charity on 4 June 2025 and signed on its behalf by:



Trustee

## **Queensferry Sports & Community Hub**

### **Statement of Trustees' Responsibilities**

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

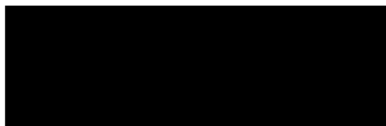
The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the applicable Charities Accounts (Scotland) Regulations 2006, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 4 June 2025 and signed on its behalf by:



Trustee

## Queensferry Sports & Community Hub

### Independent Examiner's Report to the trustees of Queensferry Sports & Community Hub

I report to the trustees on my examination of the accounts of Queensferry Sports & Community Hub for the year ended 31 December 2024.

#### Responsibilities and basis of report

As the charity trustees of Queensferry Sports & Community Hub you are responsible for the preparation of the accounts in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). You are satisfied that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations does not apply.

I report in respect of my examination of the Queensferry Sports & Community Hub's accounts carried out under section 44 (1)(c) of the 2005 Act. In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). 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

Since the charity has prepared its accounts on an accruals basis and is also registered in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of ICAS, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Queensferry Sports & Community Hub as required by section 44(1)(a) of the 2005 Act and Regulation 4 of the Charities Accounts (Scotland) Regulations 2006 (as amended); or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Date: 22-8-25

## Queensferry Sports & Community Hub

### Statement of Financial Activities for the Year Ended 31 December 2024

	Note	Unrestricted funds £	Total 2024 £
<b>Income and Endowments from:</b>			
Charitable activities	2	110,159	110,159
Investment income	3	67	67
Other income	4	139,679	139,679
Total income		<u>249,905</u>	<u>249,905</u>
<b>Expenditure on:</b>			
Charitable activities	5	<u>(243,162)</u>	<u>(243,162)</u>
Total expenditure		<u>(243,162)</u>	<u>(243,162)</u>
Net income		<u>6,743</u>	<u>6,743</u>
Net movement in funds		6,743	6,743
<b>Reconciliation of funds</b>			
Total funds brought forward		<u>216,666</u>	<u>216,666</u>
Total funds carried forward	14	<u>223,409</u>	<u>223,409</u>
	Note	Unrestricted funds £	Total 2023 £
<b>Income and Endowments from:</b>			
Charitable activities	2	120,170	120,170
Other income	4	156,800	156,800
Total income		<u>276,970</u>	<u>276,970</u>
<b>Expenditure on:</b>			
Charitable activities	5	<u>(278,871)</u>	<u>(278,871)</u>
Total expenditure		<u>(278,871)</u>	<u>(278,871)</u>
Net expenditure		<u>(1,901)</u>	<u>(1,901)</u>
Net movement in funds		(1,901)	(1,901)
<b>Reconciliation of funds</b>			
Total funds brought forward		<u>218,567</u>	<u>218,567</u>
Total funds carried forward	14	<u>216,666</u>	<u>216,666</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 14.

The notes on pages 8 to 13 form an integral part of these financial statements.



## Queensferry Sports & Community Hub

(Registration number: SC044532)  
Balance Sheet as at 31 December 2024

	Note	2024 £	2023 £
<b>Current assets</b>			
Debtors	11	2,364	2,669
Cash at bank and in hand	12	<u>223,756</u>	<u>217,333</u>
		226,120	220,002
<b>Creditors: Amounts falling due within one year</b>	13	<u>(2,711)</u>	<u>(3,336)</u>
<b>Net assets</b>		<u>223,409</u>	<u>216,666</u>
<b>Funds of the charity:</b>			
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>223,409</u>	<u>216,666</u>
<b>Total funds</b>	14	<u>223,409</u>	<u>216,666</u>

The financial statements on pages 6 to 13 were approved by the trustees, and authorised for issue on 4 June 2025 and signed on their behalf by:



Trustee

## Queensferry Sports & Community Hub

### Notes to the Financial Statements for the Year Ended 31 December 2024

#### 1 Accounting policies

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Accounts (Scotland) Regulations 2006.

##### **Basis of preparation**

Queensferry Sports & Community Hub meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts are presented in £ and are rounded to the nearest £1.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

##### **Income and endowments**

###### *Investment income*

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

##### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

##### **Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

##### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

##### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

##### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

**Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

**Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**Trade creditors**

are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

**Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

**Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

**Financial instruments**

***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

## Queensferry Sports & Community Hub

### Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

#### 2 Income from charitable activities

	Unrestricted funds General £	Total funds £
Sports & Community Hub	110,159	110,159
<b>Total for 2024</b>	<b>110,159</b>	<b>110,159</b>
<b>Total for 2023</b>	<b>120,170</b>	<b>120,170</b>

#### 3 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income; Interest receivable on bank deposits	67	67
<b>Total for 2024</b>	<b>67</b>	<b>67</b>

#### 4 Other income

	Unrestricted funds General £	Total funds £
Fees and supplies	4,928	4,928
Rental income	134,751	134,751
<b>Total for 2024</b>	<b>139,679</b>	<b>139,679</b>
<b>Total for 2023</b>	<b>156,800</b>	<b>156,800</b>

# Queensferry Sports & Community Hub

## Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

### 5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total funds £
Sports & Community Hub		132,879	132,879
Staff costs		109,983	109,983
Governance costs		300	300
<b>Total for 2024</b>		<b>243,162</b>	<b>243,162</b>
<b>Total for 2023</b>		<b>278,871</b>	<b>278,871</b>

	Activity undertaken directly £	Total expenditure £
Heat & light	39,584	39,584
Insurance	5,723	5,723
Repairs	35,793	35,793
Cleaning	3,533	3,533
Equipment purchases	17,433	17,433
Catering	9,894	9,894
Telephone	1,519	1,519
Computer costs	2,312	2,312
Printing & stationery	43	43
Advertising	1,812	1,812
Entertainment	1,152	1,152
Payroll processing fees	830	830
Professional fees	11,297	11,297
Bank charges	1,356	1,356
Sundries	598	598
<b>Total for 2024</b>	<b>132,879</b>	<b>132,879</b>
<b>Total for 2023</b>	<b>176,979</b>	<b>176,979</b>

### 6 Analysis of governance and support costs

#### Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	300	300
<b>Total for 2024</b>	<b>300</b>	<b>300</b>
<b>Total for 2023</b>	<b>330</b>	<b>330</b>

## Queensferry Sports & Community Hub

### Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

#### 7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 8 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
<b>Staff costs during the year were:</b>		
Wages and salaries	105,063	97,701
Social security costs	1,326	692
Pension costs	3,594	3,169
	<u>109,983</u>	<u>101,562</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024 No	2023 No
Facility staff	<u>8</u>	<u>8</u>

2 (2023 - 2) of the above employees participated in the Defined Contribution Pension Schemes.

No employees received emoluments of more than £60,000 during the year

#### 9 Independent examiner's remuneration

	2024 £	2023 £
Examination of the financial statements	<u>300</u>	<u>330</u>

#### 10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 11 Debtors

	2024 £	2023 £
Trade debtors	<u>2,364</u>	<u>2,669</u>

#### 12 Cash and cash equivalents

	2024 £	2023 £
Cash at bank	<u>223,756</u>	<u>217,333</u>

# Queensferry Sports & Community Hub

## Notes to the Financial Statements for the Year Ended 31 December 2024 (continued)

### 13 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	1,301	1,926
Accruals	1,410	1,410
	<u>2,711</u>	<u>3,336</u>

### 14 Funds

	Balance at 1 January 2024 £	Incoming resources £	Resources expended £	Balance at 31 December 2024 £
<b>Unrestricted funds</b>				
General	<u>216,666</u>	<u>249,905</u>	<u>(243,162)</u>	<u>223,409</u>

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Balance at 31 December 2023 £
<b>Unrestricted funds</b>				
General	<u>218,567</u>	<u>276,970</u>	<u>(278,871)</u>	<u>216,666</u>

### 15 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 December 2024 £
Current assets	226,120	226,120
Current liabilities	<u>(2,711)</u>	<u>(2,711)</u>
Total net assets	<u>223,409</u>	<u>223,409</u>
	Unrestricted funds General £	Total funds at 31 December 2023 £
Current assets	220,002	220,002
Current liabilities	<u>(3,336)</u>	<u>(3,336)</u>
Total net assets	<u>216,666</u>	<u>216,666</u>

