

**APPENDIX 1**



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	21	11	2023	To	30	11	2024

**Reference and administration details**

Charity name  
 Other names charity is known by  
 Registered charity number  
 Charity's principal address

South West Recovery Cafe SCIO
SC052963
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

**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]			
2 [Redacted]			
3 [Redacted]			
4 [Redacted]			
5 [Redacted]			
6 [Redacted]			
7 [Redacted]			
8 [Redacted]			
9 [Redacted]			
10 [Redacted]			
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

## Structure, governance and management

Type of governing document

Constitution

Trustee recruitment and appointment

As per the constitution

## Objectives and activities

Charitable purposes

The relief of those in need by reason of addiction.

## Achievements and Performance

### November 2023

#### Monthly recovery cafe

South West Recovery Cafe held our first recovery café. The structure of the evening is open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We have had an inspirational speaker at 8:00pm.

The speaker was [REDACTED]. The speaker focused on sharing their experience of being in addiction/sustaining recovery/attending a drug rehabilitation placement.

The evening closed with an inspiring/reflective song by [REDACTED]

In attendance: 33

(Venue: Dumfries YMCA Café, Dumfries)

### December 2023

#### Monthly recovery cafe

In December 2023 we held our Christmas recovery café. The structure for December was slightly different as we focused on providing an evening of food, fun and games.

A Christmas meal with all the trimmings was provided and games enjoyed all.

In attendance: 27

(Venue: Dumfries YMCA Café, Dumfries)

### January 2024

#### Monthly recovery cafe

On Wednesday 31<sup>st</sup> January 2024 we held our first recovery cafe of the year.

The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker was [REDACTED]. The speaker focused on sharing their experience of being in trauma/addiction/sustaining recovery. The evening closed with an inspiring/reflective song by the speaker [REDACTED].

In attendance: 21

(Venue: Dumfries YMCA Café, Dumfries)

#### First Trustees Meeting

On January 25<sup>th</sup> January we held our first Trustees Meeting.

## February 2024

### Monthly recovery cafe

On Wednesday 28<sup>th</sup> February 2024 we held our monthly recovery café. The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker focuses on sharing their experience of being in addiction/sustaining recovery. The speaker was [REDACTED] he evening closes with an inspiring/reflective song by [REDACTED]. There were 29 people in attendance.

(Venue: Dumfries YMCA Café, Dumfries)

## March 2024

### Monthly recovery cafe

On Wednesday 27<sup>th</sup> March 2024 we held our monthly recovery café. The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker was [REDACTED]. The speaker focused on sharing their experience of being in addiction/sustaining recovery/police involvement/transforming his life.

The evening closed with an inspiring/reflective song by [REDACTED]

In attendance: 32

(Venue: Dumfries YMCA Café, Dumfries)

### Trustee's Meeting

We held a trustee's meeting on 26<sup>th</sup> March

## April 2024

### Monthly recovery cafe

On Wednesday 24<sup>th</sup> April 2024 we held a monthly recovery café. The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We have an inspirational speaker at 8:00pm.

The speakers were [REDACTED] focused on grief and loss of family members sadly lost to addiction.

[REDACTED] from another local recovery community shared about being in addiction and sustaining recovery.

The evening closed with an inspiring/reflective song by [REDACTED]

In attendance: 47

(Venue: Dumfries YMCA Café, Dumfries)

### **Drop-in sessions**

Given the need for support we started drop-in sessions:

We held the first drop-in session on Monday 29th April 11am to 1pm. [REDACTED] led this session.

### **Vision and planning meeting**

On 24<sup>th</sup> April 2024 we had a trustee meeting to discuss the vision and plan for the year ahead.

### **May 2024**

### **Trauma training sessions**

In May we held two trauma training evenings, (May 1st and May 22nd) led by practitioner [REDACTED]. These two sessions focused on understanding trauma and helping those who had experience trauma helping them to find a safe place in their recovery journey.

Session 1 - May 1st 7:30pm

- A definition of traumas
- Understanding the impact of trauma on body, mind and emotions
- Identifying our own response to trauma

In attendance: 32

(Venue: Dumfries YMCA Café, Dumfries)

Session 2 - May 22nd 7:30pm

- Healing of the traumatised body
- Healing of the traumatised mind
- Moving on from trauma

In attendance: 32

(Venue: Dumfries YMCA Café, Dumfries)

### **Drop-in sessions**

In May we held two drop-in sessions, providing support and advice, these were led by [REDACTED]

- Monday 6th May 11am to 1pm (Venue: Dumfries YMCA Café, Dumfries)
- Monday 27th May 11am to 1pm (Venue: Dumfries YMCA Café, Dumfries)

### **Travel to Tremble Conference**

In May we offered a mini-bus for those in recovery to attend a conference called Tremble, Tremble Conference is for anyone who has been touched by addiction, as well as anyone who has a heart for freedom. This event was held in Freedom City Church building in Cumbernauld.

### **Monthly recovery cafe**

On Wednesday 29th May we held our monthly recovery cafe.

The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker focused on sharing their experience of being in addiction/sustaining recovery. The speaker was [REDACTED] she travelled from Northumberland to be with us. The evening closed with an inspiring/reflective song by [REDACTED]

In attendance: 29

(Venue: Dumfries YMCA Café, Dumfries)

### **June 2024**

### **Monthly recovery cafe**

On Wednesday 26<sup>th</sup> June we held our monthly recovery café.

The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker focused on sharing their experience of being in addiction/sustaining recovery. The speaker was [REDACTED] who works for a local organisation Bethany Trust which helps to provide accommodation and support to those experiencing homelessness/in addiction/recovery. The evening closed with an inspiring/reflective song by [REDACTED]

In attendance: 41

(Venue: Dumfries YMCA Café, Dumfries)

### **Drop-in sessions**

We held drop-in sessions on the following dates:

- Monday 3<sup>rd</sup> June 11am – 1pm (Venue: [REDACTED] Dumfries)
- Monday 24<sup>th</sup> June 11am – 1p (Venue: [REDACTED] Dumfries)
- Monday 28<sup>th</sup> June 11am – 1p (Venue: [REDACTED] Annan)
- Monday 1<sup>st</sup> July 11am – 1pm (Venue: [REDACTED] YMCA Café, Dumfries)

### **July 2024**

### **Monthly recovery cafe**

On Wednesday 31<sup>st</sup> July we held our monthly recovery café.

The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker focused on sharing their experience of being in addiction/sustaining recovery. The speaker was [REDACTED] – a volunteer for South West Recovery Cafe. The evening closed with an inspiring/reflective song by [REDACTED]

In attendance: 30

(Venue: Dumfries YMCA Café, Dumfries)

### **Drop-in sessions**

We held drop-in sessions on the following dates:

- Monday 22<sup>nd</sup> July 11am- 1pm ([REDACTED] Dumfries)
- Monday 29<sup>th</sup> July 11am-1pm ([REDACTED] Dumfries)

### **Planning meeting**

We held a planning meeting on the 17<sup>th</sup> July 2024.

## **August 2024**

### **Monthly recovery cafe**

On Wednesday 28<sup>th</sup> August 2024 we held our monthly recovery café.

The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker focused on sharing their experience of being in addiction/sustaining recovery. The speaker was [REDACTED]. The evening closed with an inspiring/reflective song by [REDACTED]

In attendance: 38

(Venue: Dumfries YMCA Café, Dumfries)

### **Drop-in sessions**

We held drop-in sessions on the following dates:

- Monday 19<sup>th</sup> August 11am – 1pm ([REDACTED] Café, Dumfries)
- Monday 26<sup>th</sup> August 11am – 1pm ([REDACTED] Café, Dumfries)
- Monday 26<sup>th</sup> August 12-2pm (led by [REDACTED] Annan)

## **September 2024**

### **Monthly recovery cafe**

On Wednesday 25<sup>th</sup> September 2024 we held our monthly recovery café.

The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker focused on sharing their experience of being in addiction/sustaining recovery. The speaker was [REDACTED]. The evening closed with an inspiring/reflective song by [REDACTED].

In attendance: 39

(Venue: Dumfries YMCA Café, Dumfries)

### **Drop-in sessions**

We held drop-in sessions on the following dates:

- Monday 16<sup>th</sup> September 11am – 1p (led by [REDACTED], Café, Dumfries)
- Monday 23<sup>rd</sup> September 11am – 1p (led by [REDACTED], Café, Dumfries)
- Monday 30<sup>th</sup> September 12 -2pm (led by [REDACTED], Café, Dumfries)

### **October 2024**

### **Monthly recovery cafe**

On Wednesday 30<sup>th</sup> October 2024 we held our monthly recovery café.

The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speaker focused on sharing their experience of being in addiction/sustaining recovery. The speaker was [REDACTED]. The evening closed with an inspiring/reflective song by [REDACTED].

In attendance: 41

### **Drop-in sessions**

- Monday 28<sup>th</sup> October 12-2pm (led by [REDACTED], Annan)

### **Trustee's Meeting**

On the 24<sup>th</sup> July we held a trustee's meeting.

### **November 2024**

### **Monthly recovery café**

On Wednesday 27<sup>th</sup> November 2024 we held our monthly recovery café.

The structure of the evening: open at 6:30pm - this allows time for people to connect. At 7:00pm, we served a delicious main meal and a desert. We had an inspirational speaker at 8:00pm.

The speakers focused on sharing their experience of being in addiction/sustaining recovery. The speaker were [REDACTED] The evening closed with an inspiring/reflective song by [REDACTED]

In attendance: 27

### **Drop-in sessions**

We held drop-in sessions on the following dates:

- Monday 4<sup>th</sup> November 2:30-4pm (led by volunteers) (Venue: Haven of Hope, Dumfries)
- Monday 11<sup>th</sup> November 2:30-4pm (led by volunteers) (Venue: Haven of Hope, Dumfries)
- Monday 18<sup>th</sup> November 2:30-4pm (led by volunteers) (Venue: Haven of Hope, Dumfries)
- Monday 25<sup>th</sup> November 2:30-4pm (led by volunteers) (Venue: Haven of Hope, Dumfries)
- Monday 25<sup>th</sup> November 12-2pm (led by [REDACTED])

### **Practitioner Forum**

On 12<sup>th</sup> November 2024, [REDACTED] attended and presented about the work and support South West Recovery Café provides to our local community in mini-presentations to other local agencies at the 'action on drugs and alcohol – Dumfries and Galloway' practitioner forum. This forum was a great opportunity to make connections and build relationship with other local support agencies. [REDACTED] also attended this forum.

### **In Summary:**

The attendance at the monthly Recovery Café has shown the need for this recovery community to help those in addiction/recovery/those who support them, to prevent social isolation, encourage connection and peer support.

We recognised the need to provide follow-up support after recovery cafes. In April we began offering drop-in sessions in Dumfries. We also began monthly drop-in sessions in Annan too. The purpose of these sessions were to provide support/signpost to relevant agencies/provide advice and meet those in addiction/sustaining recovery where they are in their journey.

This year has shown there is a great need which requires to be met locally. There are so many struggling in addiction/trying to sustain recovery and those family/friends who support them- need supported too. We recognise how crucial peer support is in aiding the recovery journey.

We are incredibly grateful and thankful for funding and to all our volunteers for all their hard work. We are most grateful to those in their recovery journey who trust us and continue to engage and grow. We understand recovery is an on-going process, with the help of funding – we hope to continue to support our local community.

## Financial review

**Brief statement of the charity's policy on reserves**

We will attempt to keep £3,000 in reserves to cover running costs for a period of three months.

**Details of any deficit**

**Donated facilities and services (if any)**

## Declaration

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

Signed on behalf of the charity's trustees

**Signature(s)**

**Full name(s)**

**Position (e.g. Chair)**

**Date**

Trustee

8/8/25

**APPENDIX 3**



<b>Independent examiner's report on the accounts</b>								v2
<b>Report to the trustees/members of</b>	Charity name							
	South West Recovery Cafe SCIO							
<b>Registered charity number</b>	SC052963							
<b>On the accounts of the charity for the period</b>	Period start date					Period end date		
	Day	Month	Year		Day	Month	Year	
	21	11	2023	to	30	11	2024	
<b>Set out on pages</b>	13 - 16						(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**

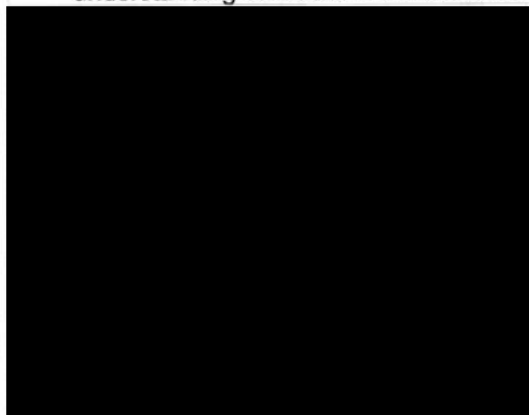
In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page\*]

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 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:**



**Date:**

08 August 2025

**Name:**  
**Relevant professional qualification(s) or body (if any):**

**Address:**

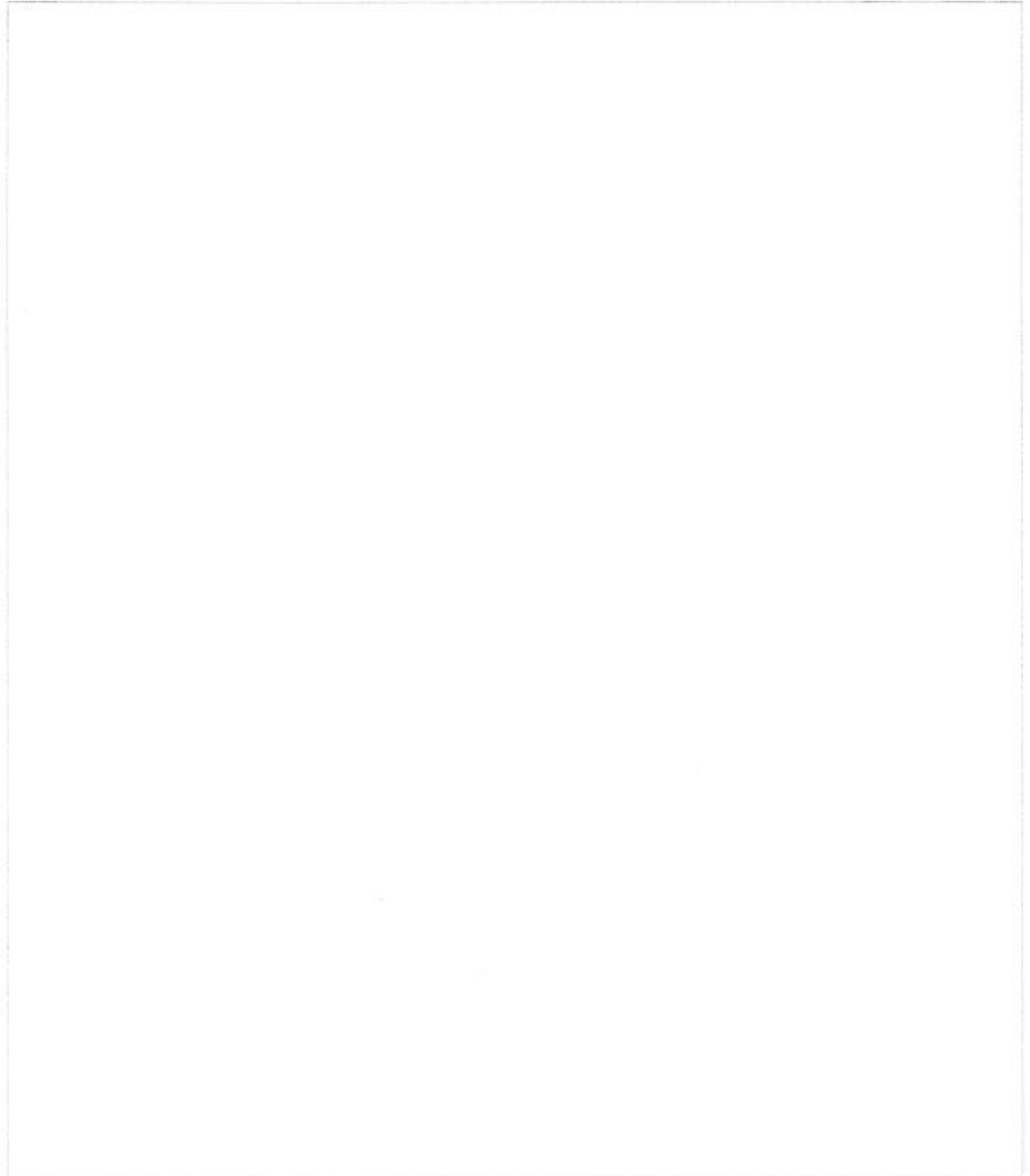
\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

### 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**



## South West Recovery Cafe SCIO

SC052963



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	21	11	2023		30	11	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 £
<b>A1 Receipts</b>						
Donations	525				525	
Legacies					-	
Grants	500	30,420			30,920	
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					-	
Other	600				600	
<b>A1 Sub total</b>	<b>1,625</b>	<b>30,420</b>	<b>-</b>	<b>-</b>	<b>32,045</b>	<b>-</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,625</b>	<b>30,420</b>	<b>-</b>	<b>-</b>	<b>32,045</b>	<b>-</b>
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities		12,074			12,074	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
Other	600				600	
<b>A3 Sub total</b>	<b>600</b>	<b>12,074</b>	<b>-</b>	<b>-</b>	<b>12,674</b>	<b>-</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>600</b>	<b>12,074</b>	<b>-</b>	<b>-</b>	<b>12,674</b>	<b>-</b>
<b>Net receipts / (payments)</b>	<b>1,025</b>	<b>18,346</b>	<b>-</b>	<b>-</b>	<b>19,371</b>	<b>-</b>
<b>A5 Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>1,025</b>	<b>18,346</b>	<b>-</b>	<b>-</b>	<b>19,371</b>	<b>-</b>

**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 £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	-	-			-	-
	Surplus / (deficit) shown on receipts and payments account	1,025	18,346			19,371	-
						-	
	<b>Cash and bank balances at end of year</b>	<b>1,025</b>	<b>18,346</b>	<b>-</b>	<b>-</b>	<b>19,371</b>	<b>-</b>
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

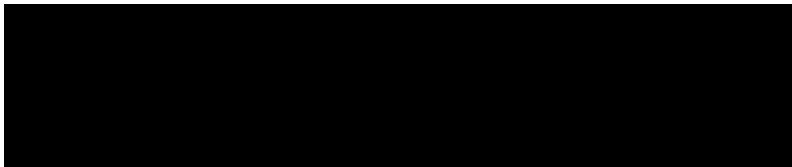
	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
<b>B2 Investments</b>				
		<b>Total</b>	-	-

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

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

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

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



Date of approval  
08/08/2025

**Section C Notes to the Accounts**

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

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**C2 Grants**

Type of activity or project supported	Individual / institution	Number of grants made	£
<b>Total</b>			-

**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)	
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**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)	
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**C4b Trustee expenses - details**

	Number of trustees	£
Travel Expenses	1	208

**C5 Transactions with trustees and connected persons**

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
Wife of Trustee	Wages	1,583	
Wife of Trustee	Wages	1,583	

**C6 Other information**

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## South West Recovery Cafe SCIO

SC052963

## Additional analysis

## 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	Total restricted funds	Total restricted funds last period
	Scottish Recovery Network Recovery Seed	Awards for All	Robertson Trust Wee Grant	Family Recovery Initiative Fund		
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants	5,000	18,420	2,000	5,000	30,420	
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					-	
<b>Sub total</b>	<b>5,000</b>	<b>18,420</b>	<b>2,000</b>	<b>5,000</b>	<b>30,420</b>	<b>-</b>
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>5,000</b>	<b>18,420</b>	<b>2,000</b>	<b>5,000</b>	<b>30,420</b>	<b>-</b>
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	3,802	7,162	1,083	27	12,074	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	<b>3,802</b>	<b>7,162</b>	<b>1,083</b>	<b>27</b>	<b>12,074</b>	<b>-</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>3,802</b>	<b>7,162</b>	<b>1,083</b>	<b>27</b>	<b>12,074</b>	<b>-</b>
<b>Net receipts / (payments)</b>	<b>1,198</b>	<b>11,258</b>	<b>917</b>	<b>4,973</b>	<b>18,346</b>	<b>-</b>
<b>Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	<b>1,198</b>	<b>11,258</b>	<b>917</b>	<b>4,973</b>	<b>18,346</b>	<b>-</b>
<b>Nature and purpose of funds</b>						
Scottish Recovery Network Recovery Seed Fund - Seed funding   The National Lottery Community Fund, Awards for All - Recovery cafes in Dumfries and Annan   Robertson Trust, Wee Grant - Dumfries Town Centre Recovery café   Family Recovery Initiative Fund - Family support						