

Tayside Institute Community Centre  
Annual Report

2024 - 2025

## Chairperson's Report

The TICC has not yet returned to the degree of activity that existed before Covid but while pre-covid activity is slowly returning, there are several new functions that the centre is now fulfilling.

In addition to the usual clubs and groups which use the centre the TICC is now home to the Newburgh Foodbank and to the community kitchen.

The foodbank is needs based, does not require referral, and is staffed by volunteers. The Community Kitchen provides a meal and companionship for anybody that wishes to use it and operates five days per week. There is no direct charge for the meal etc, but donations are gratefully received thus ensuring the continuance of the service and the virtual self-sufficiency.

There have been a few private functions catered for very successfully and it should be noted that the excellent and cooperative action of staff (often without pay) and the service offered by certain members of the management committee all co-ordinated by Pat Dalrymple is what makes Functions, Foodbank and community Kitchen possible.

We continue to search various avenues for funding but are still hampered by the lack of a reasonable and acceptable lease being in place as we are awaiting response from Fife Council on various points including established library contributions and fair wear and tear maintenance.

The new lease is still with Fife Council Legal Dept. awaiting alteration to incorporate previously agreed terms and is therefore not yet available to TICC for confirmation and signature which is proving to be an obstacle when applying for external funding in two respects.

- 1) Funders want to see that we are in possession of a long-term lease (which we are not).
- 2) The conversion to a SCIO which we were driven to by promises of a lease and funding opportunities has proved to be another obstacle as funders want to see results of two years operation which we do not have as the SCIO is a new entity and there is no interest in our previous operations.

TICC ability to provide services is subject to:

Council Grants

Public Usage

Fife Council honouring sub-let agreements that have been in existence for many years.

Availability of suitable staff

Access to external funding.

Affordable utility costs.

Suitable members of the public with diverse and applicable skills being prepared to work as a management committee.

A workable maintenance regime being available from Fife Council that recognises the voluntary status of the management committee and recognises the degree of social

service the TICC provides at a fraction of the cost that would face Fife Council if they required to take the services in-house.

If anyone has ideas about boosting the usage of the centre then please either speak to staff, speak to a committee member or better still turn up as a committee member.

There are many opportunities ahead for the centre if the necessary organisation and volunteers are in place and to this end, we are hoping to establish a register of physically fit local people who would be prepared occasionally to come in and work with caretaking staff during and after evening and weekend events to prepare the centre for the next use.

Most of the events that we refer to would be Friday and Saturday evenings and if enough people were to join the "Service Crew" then you would probably only be called on once or twice per year and this service by members of the community will enable the centre to offer the diverse programme that it is trying to establish.

Please remember it is your community and your community centre, and we all have a responsibility to ensure the continuance for the benefit of the community.

# TREASURER'S REPORT FOR THE FINANCIAL YEAR 2024 - 25

Treasurer's Report – SCIO Community Centre  
Annual General Meeting

I am pleased to present the Treasurer's Report for the past financial year on behalf of the Community Centre, which operates as a Scottish Charitable Incorporated Organisation (SCIO). During the year the Community Centre has continued to manage its finances carefully to ensure the sustainability of our services and activities. Income has been generated through a combination of grants, fundraising activities, room hires, donations, and community events. These sources of income have allowed the centre to continue providing valuable services and programmes for the local community.

Expenditure has included the day-to-day running costs of the building, such as utilities, maintenance, insurance, and supplies, as well as supporting the many groups, projects, and activities that take place within the centre. We have continued to monitor spending closely to ensure funds are used effectively and responsibly.

Thanks to the continued support of funders, volunteers, and the wider community, the centre has remained financially stable over the past year. The committee has worked hard to ensure that funds are managed in line with our charitable objectives and the requirements of SCIO governance.

I would like to take this opportunity to thank the committee members, volunteers, and staff who help ensure the smooth financial running of the organisation. Their dedication and careful oversight help maintain the centre as a valuable resource for our community.

The full accounts have been prepared and will be presented for approval at this meeting.

Treasurer  
Community Centre SCIO

## **CLD Workers AGM Report- 2025**

Tayside Institute – Fife Council/NEF CLD AGM Report

It gives me immense pleasure to contribute to this year's report and to begin by congratulating the staff and trustees for their continued endeavour, commitment, and hard work. Their dedication ensures that the Tayside Institute remains a valued and vibrant hub for the Newburgh community. The centre continues to thrive as a place where people of all ages come together. From badminton, the library and museum, bingo and karate to Café Inc, our youth groups, café clubs, and the ever-present Thursday Senior Club, which go from strength to strength every year.

The breadth of services and activity within these walls shows just how vital the Institute is to daily community life. The rewards of seeing the building used so fully, and so positively, are felt by everyone involved.

Of course, the Institute recognises that tough times will always lie ahead. Community needs change, financial pressures grow, and new challenges, within our society, inevitably emerge. That is why encouraging more to get involved within the Centre and developing new projects and programmes remains essential, not only to raise funds, but to ensure we continue meeting the needs of local people in meaningful, practical, and responsive ways.

I have every confidence that the Tayside Institute staff and trustees, working hand in hand, will continue to face these challenges with the same determination they always have. With the support of Fife Council and the wider Newburgh community, I am certain the Institute will move forward boldly and confidently, adapting to current issues and rising to meet those that the future may bring. Together, we remain stronger and adaptable building a centre that reflects the spirit, resilience, and aspirations of the community it serves.

## **Newburgh Job Club – Annual Impact Summary**

Newburgh Job Club continues to provide vital support to the community, running every Tuesday morning at the TICC from 10am to 12pm. Over the past year, **40 residents** have received help across a wide range of needs, ensuring they are better equipped to manage daily challenges and improve their wellbeing.

### **What We've Supported People With**

- **Benefit checks and applications**, including successful claims for essential goods
- **Food support** and referrals to key agencies such as **CARF**, **Cosy Kingdom**, and **Fife Law Centre**
- **Digital access**, enabling people to check emails, manage benefits online, and stay connected
- **Employability support**, including CV help and job searching guidance

### **Additional Help Provided**

Residents have also been supported with:

- Referrals to the **Supported Employment Team**
- Arranging **travel to medical appointments**
- Applications for **mental health support**
- Referrals to **Cosy Kingdom** for help with energy costs and improving home energy efficiency

### **A Major Success**

One of the most significant outcomes this year was securing a **backdated benefit payment of over £15,000** for a local resident — a life-changing result that highlights the importance of accessible community support.

## Newburgh Foodbank – June 2025

Over the past year, the food bank has continued to provide vital support to individuals and families within our community who are experiencing financial hardship. We are proud to report another successful year in which the food bank has made a meaningful difference to many households.

Throughout the year, the food bank distributed food parcels to those in need, ensuring that people had access to essential items such as tinned goods, pasta, rice, cereals, and other household staples. Demand for our services remained high, reflecting the ongoing cost of living challenges faced by many in our community.

Thanks to the generosity of residents, businesses, and partner organisations, we were able to maintain a steady supply of donations. Regular food collections, community events, and individual contributions have played a crucial role in keeping our shelves stocked. We would like to extend our sincere gratitude to everyone who donated food, funds, or time to support the food bank.

Our volunteers have been the backbone of the service. Their dedication in sorting donations, preparing food parcels, and welcoming service users with kindness and respect has ensured that the food bank continues to operate smoothly and with dignity for those who rely on it.

In addition to providing food, the food bank has worked closely with local support services and community organisations to ensure individuals and families can access wider support when needed.

Looking ahead, we remain committed to supporting those experiencing food insecurity while continuing to strengthen partnerships within the community. We will also focus on raising awareness, increasing donations, and ensuring the food bank remains accessible to those who need it most.

On behalf of the organisation, we would like to thank all volunteers, donors, and supporters for their continued commitment. Together, we have made a significant impact in helping members of our community through difficult times.

## **Community Café AGM Report – June 2025**

Over the past year, the Community Café has continued to grow as a welcoming and supportive space for people within our community. Our aim has been to provide an affordable place where individuals and families can come together, enjoy good food, and build social connections.

Throughout the year the café has seen a steady increase in visitors. Many local residents now use the café regularly, not only for meals and refreshments but also as a place to meet friends, reduce isolation, and feel part of the community.

We have successfully provided low-cost meals, hot drinks, and a warm environment for everyone who walks through our doors. The café has also supported individuals who may be experiencing financial hardship by ensuring that no one leaves without access to food or support.

Our volunteers have been the heart of the café. Their dedication, time, and enthusiasm have helped keep the café running smoothly. They have created a friendly and welcoming atmosphere that people feel comfortable returning to week after week. The café has also worked alongside other local services and community groups, helping to signpost individuals to additional support where needed. This partnership working has strengthened the role of the café as more than just a place to eat—it has become a hub for community connection.

We have also hosted a number of small community events and activities throughout the year, helping to bring people together and encourage community participation.

Looking ahead, we hope to continue expanding what the café can offer. Our goals include increasing volunteer opportunities, introducing more community activities, and continuing to provide affordable food in a safe and welcoming environment.

Finally, we would like to thank our volunteers, supporters, partners, and everyone who visits the café. Your support has made the café a valued part of the community, and we look forward to another successful year ahead.

## **Ladies Social Club – June 2025**

Newburgh Ladies Social club meet every Monday afternoons 1.30pm – 3.30pm in the Learning Centre from October through to April. At present we have an average of 12 members attending but we always have room for anyone who would like to join us for tea and biscuits, knitting, sewing or crocheting and, most importantly, chatting!

We have a Christmas meal in December and an “end of season” meal in May.

Many thanks to all who attend the club and the TICC for their support.

## **Thursday Club – June 2025**

As the name suggests we meet on a Thursday afternoon from 2 – 4pm in the TICC Main Hall where our members enjoy various musical entertainment including singers, accordionists and we also sometimes have bingo or a bring and buy but we always have tea and biscuits!

Members and friends enjoyed two bus trips in 2025 and our annual Christmas meal in December. We always have room for anyone at a “loose” end on a Thursday afternoon so come along to the TICC where you will be made most welcome.

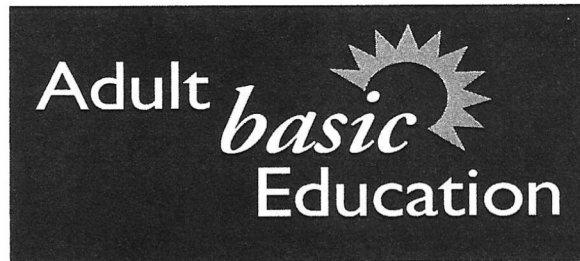
## **Craft club – June 2025**

The Craft Club has been a valued and much-loved part of our community for the past 15 years. Over that time, it has provided a welcoming and creative space where local people could come together to share skills, learn new crafts, and enjoy each other's company.

Throughout the years the group has worked on a wide variety of projects including knitting, sewing, card making, and seasonal crafts. As well as being a place for creativity, the club has also offered friendship, support, and a chance for members to relax and socialise. Many lasting friendships have been formed around the craft table, and the group has been a positive and supportive part of community life.

The club has also contributed to community events and activities over the years, with members often creating handmade items and sharing their talents for the benefit of others. Their time, effort, and creativity have always been greatly appreciated.

After much discussion, the ladies involved have made the difficult decision to bring the Craft Club to an end. While this marks the close of a long-standing group, it also celebrates 15 successful years of creativity, companionship, and community spirit. We would like to extend a sincere thank you to all the members who have attended and supported the club over the years. Their enthusiasm, dedication, and willingness to share their skills have made the Craft Club the success that it has been.



## Report for Tayside Institute Community Centre - AGM -June 2024

### Adults come to ABE:

- To improve their job prospects, write a CV or fill in a job application
- To cope with everyday reading, writing, number and money skills
- To help their children or grandchildren
- To work on IT skills, using a computer and developing digital skills
- To improve their confidence
- To gain national qualifications for work or to access college
- To improve budgeting skills and help deal with changes due to rising costs/inflation
- To cope with the challenges and to learn strategies to help with Specific Learning Difficulties such as dyslexia and dyscalculia

Adult Basic Education (ABE) can develop and deliver courses to suit the needs of individual adults in small, informal groups. We work in a non-formal learning environment where every learner has an individual learning plan and works towards their own personal goals.

ABE have been delivering a mixed literacies group in Newburgh for over 7 years. In the last few years there has been a focus on people using technology. This can be the networked computers in the Learning Centre, or their own laptops, tablets or mobile phones and we access the internet using mobile Wi-Fi or the Library Wi-Fi. Since Lockdown, digital skills have become ever more important and often necessary to participate in everyday life. We have recently helped learners to send emails and attachments for business purposes as well as connecting with family members on the other side of the world. We also encourage progression and one of the successes of this year is to have helped learners enrol and complete an online Data Science course with Fife College.

Learners continue to work towards SQA qualifications and Kirsty continues to volunteer with us and is our resident iPad expert.

As well as helping our learners with a range of skills, we have also been there to help with other issues and have assisted people to access Newburgh Settlement Trust funding to secure funds for a variety of reasons.

The classes run for 2 hours on a Thursday from 10 -12. However, we are always flexible and address the needs of those attending so if people are only able to attend every second week or for 1 hour, we are happy to accommodate this. There are spaces available, and this is a great opportunity to learn within the local community.


For further information, please contact: Fiona McIntyre, ABE Group Tutor  
Email: [Fiona.mcintyre@fife.gov.uk](mailto:Fiona.mcintyre@fife.gov.uk) Phone: 07711 390864

**Names of the charity trustees on date of approval of Trustees' Annual Report**

**April 2024 – March 2025**

John Ferrans	Chairperson
Avril Blyth	Vice-Chairperson
Paul Dodman	Treasurer
Eleanor Lyall	
Pat Dalrymple	
Shona Gray	

This Annual Report is signed by John Ferrans, Chairperson of the Tayside Institute Community Centre Management Committee, on behalf of the Trustees.

Signed:  .....

John Ferrans,  
Chairperson  
Tayside Institute Community Centre Management Committee

Date: 25 | 3 | 24