

Provan Hall Community Management Trust

Trustees' Report and Financial Statements

For the Period Ended 31 March 2025



PROVAN
HALL

COMMUNITY
MANAGEMENT
TRUST

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Provan Hall Community Management Trust
Report and Accounts for the Period Ended 31 March 2025

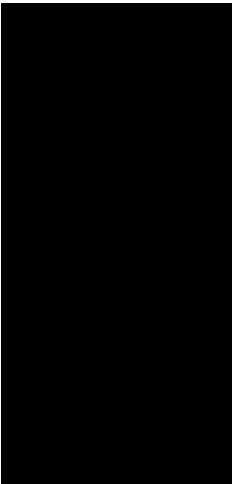
Reference and Administration Details

Charity Name Provan Hall Community Management Trust

Charity Number SC047978

Principal Address Provan Hall House
85 Auchinlea Road
Glasgow
G34 9PQ

Trustees



Chairperson
Treasurer (Resigned on 3rd December 2024)
Treasurer (Appointed on 3rd December 2024)
Secretary

(Resigned on 17th October 2024)

(Resigned on 12th March 2025)

(Appointed on 3rd December 2024)

Bankers Bridgeton Credit Union
Glasgow
G40 1BN

The Cooperative Bank
P.O. Box 250
Skelmersdale
WN8 6WT

Independent Examiner


Brett Nicholls Associates
Herbert House
24 Herbert Street
Glasgow
G20 6NB

Trustees' Annual Report

The trustees present their report and annual accounts for the period ended 31 March 2025.

Structure, Governance and Management

Governing Document

Provan Hall Community Management Trust is a Scottish Charitable Incorporated Organisation that is governed by its Constitution and was granted charitable status on the 6 December 2017. The charity is registered in Scotland with the office of the Scottish Charity Regulator (OSCR), with charity number SC047978.

Appointment and Recruitment of Trustees

The Trust has sought individuals with appropriate and relevant skills and knowledge. These individuals fill the co-opted roles (as most of the Trustees are nominated from organisations) and have been presented to Board meetings for approval (or otherwise) with information about their backgrounds and skills.

Key Management

██████████ the Chair, ██████████ the Treasurer (resigned December 2024), ██████████ the Treasurer (from December 2025), ██████████ the Secretary and the Provan Hall Manager (██████████ until commencement of maternity leave from 28 March 2025; ██████████ maternity cover for remainder of reporting period) form the management group for the Trust. The management group all gives their time freely except the paid member of staff, the Provan Hall Manager. Total employer costs relating to this post in 24-25 were £38,024 (2024 - £35,071).

Chairperson's Report

2024-2025 saw the first full year of operation since reopening in September 2023. The year saw a vibrant programme of events and activities, engaging the local community and drawing new visitors from further afield, and establishing a solid foundation for future growth at one of Glasgow's oldest buildings.

Provan Hall holds a special place in many people's hearts, and for it to succeed, it needs to balance community engagement with commercial success, and this year has seen very promising examples of both.

During the year our staff team has grown, enabling us to increase our community provision, public programming, youth offer and career development for new entrants into the heritage sector. Extensive training has been undertaken for staff, spanning first aid through to dementia awareness and many other areas relevant to the effective running of a visitor attraction.

Our growing team of volunteers has proven to be invaluable, supporting the organisation in areas spanning administration to visitor welcome, tour guiding to gardening and many more areas besides. As with staff, training has been provided to ensure that volunteers are not only given the skills to succeed, but that they are able to develop as individuals and gain transferrable skills too.

Our visitors have enjoyed exploring the renovated building, and this year we have delivered a wide range of activities which engage the local community as well as visitors from across Glasgow and beyond. Themed event days have been particularly popular, as have seasonal programmes including drama performances, which have drawn strong visitor numbers.

The Provan Hall Manager has been highly successful in securing external funding for our work. The National Lottery Heritage Fund continues to be our largest funder and their two-year funding has given stability and security for us as we establish our offer post-renovation. The ongoing funding from Seven Lochs Wetland Park through Glasgow City Council continues to support some of our core operations, in particular in facilitating our role as a visitor centre for the Wetland Park. Other generous funding has come from Foundation Scotland, The Robertson Trust, Scottish Children's Lottery, Glasgow Area Partnership and the Association of Independent Museums. We remain grateful to Glasgow City Council for their support with utilities and maintenance.

Trustees' Annual Report

Chairperson's Report

Commercial developments have included filming for the new 'Outlander' prequel series from Starz as well as the BBC's 'The Sky at Night'; these not only provided significant income, they also proved useful in helping us to better understand the opportunities for Provan Hall as a filming location in the future. We have continued to see strong interest for paranormal investigations and ghost tours, which have also been important in generating revenue.

Provan Hall Community Management Trust recognises that whilst unrestricted reserves have grown, there continues to be the need to develop larger reserves and greater commercial income in order to – in the medium term – to get a better balance between self-generated income and external grants to support the running of Provan Hall.

The Board of Trustees is grateful to the staff and volunteers, partner organisations and funders, whose support has been vital in ensuring that 2024-25 has been a successful year. We are also grateful to the warm reception that Provan Hall has received from the public, whether that be school visits, adult support organisations, college groups, family organisations or the general public coming to visit – their interest in and enthusiasm for this important building has been a joy to see, and bodes well for the future.

Achievements and Performance

• 5,948 people were engaged in 2024/25 including visitors, community sessions, school workshops and event attendees

Growth of the staff team to include:

- Provan Hall Manager (full-time)
- Community Engagement and Volunteer Co-ordinator (full-time)
- Facilities Officer (part-time)
- Youth Officer (part-time, until end of March 2025)
- Engagement Assistant (part-time)
- Heritage Trainees (part-time, 6-month placements) – 4 trainees July-December 2024, 2 trainees January 2025-

- Volunteer pool increased to 16 volunteers
- The manager secured new grants (in addition to multi-year funding from the National Lottery Heritage Fund and GCC Seven Lochs) from funders including Foundation Scotland, The Robertson Trust, the Scottish Children's Lottery, the Association of Independent Museums and GCC Glasgow Area Partnership (sums outlined in accounts)
- Development of regular programme of weekend drop-in activities for children, drawing repeat visits from local families
- Development of handling collections for on-site and off-site community reminiscence activities.
- Temporary exhibitions exploring the history of Easterhouse and crannogs have added to the visitor offer as well as being sources of engagement with community groups and schools.

Trustees' Annual Report

Achievements and Performance

- Volunteer pool increased to 16 volunteers
- The manager secured new grants (in addition to multi-year funding from the National Lottery Heritage Fund and GCC Seven Lochs) from funders including Foundation Scotland, The Robertson Trust, the Scottish Children's Lottery, the Association of Independent Museums and GCC Glasgow Area Partnership (sums outlined in accounts)
- Development of regular programme of weekend drop-in activities for children, drawing repeat visits from local families
- Development of handling collections for on-site and off-site community reminiscence activities.
- Temporary exhibitions exploring the history of Easterhouse and crannogs have added to the visitor offer as well as being sources of engagement with community groups and schools.
- Key free public events including a Circus Day with performers, a Medieval Day with musicians and crafts and Halloween and Christmas themed events with storytellers
- Specially commissioned drama performances for Halloween ('Cranky Frankie') and Christmas ('A Christmas Carol'), with performances for schools and families
- 2024/25 saw 26 school and nursery group visits, with the programme of sessions exploring the history of Provan Hall proving of value and interest to schools
- Youth programming included developing a strong partnership with Glasgow Kelvin College, which saw arts, nature and mental health sessions take place at Provan Hall throughout the year.
- Continued engagement with Glasgow City Council saw further snagging and maintenance work undertaken; the year also saw the end of the snagging period for the contractors from the restoration of Provan Hall.
- The lease for Provan Hall Community Management Trust was not signed, but trustees continue to liaise with Glasgow City Council. The Permission to Use remains in place.

Financial Review

Reserves Policy

It is the policy of the Charity to maintain unrestricted funds, which are free reserves of the Charity, at a level equivalent to three months' expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the organisation's current activities while consideration is given to ways in which additional funds may be raised.

Based on the accounts for the period ended 31 March 2025, ordinary expenditure for 3 months amounts to £42,772 (2024 - £27,496) . At balance date, the charity held unrestricted free reserves of £12,350 (2024 - £1,523). The trustees are aware that this policy is not being met and aim to build unrestricted reserves through income generation.

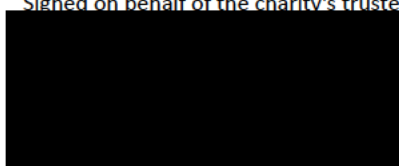
Financial Review

The charity incurred a net deficit of £3,693 for the period ended 31 March 2025 (2024: surplus of £1,447).

At balance date reserves stood at £47,334 (2024: £51,027), of which £12,350 are unrestricted (2024: £1,523).

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees:



Date: 10/12/2025

~~~~~ AUTHORIZED SIGNATURE OF TRUSTEE REQUIRED ~~~~~

Independent Examiner's Report

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|                                      |                                        |
|--------------------------------------|----------------------------------------|
| Report to the trustees/members of    | Provan Hall Community Management Trust |
| Registered charity number            | SC047978                               |
| Accounts of the charity for the year | 1 April 2024 to 31 March 2025          |
| Set out on pages                     | 8 - 13                                 |

**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:**

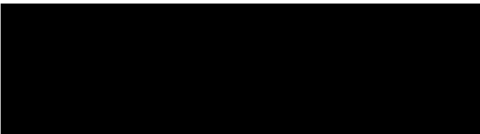
In the course of my examination, no matter has come to my attention:

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
- 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.



Date: 10/12/2025

===== FUTURE RELEASE DATE 1 JANUARY 2026 =====

Fellow of the Association of Chartered Certified Accountants  
Brett Nicholls Associates  
Herbert House, 24 Herbert Street, Glasgow, G20 6NB

Provan Hall Community Management Trust  
Report and Accounts for the Period Ended 31 March 2025

Receipts and Payments Account

|                               |              | <i>Unrestricted<br/>Funds</i> | <i>Restricted<br/>Funds</i> | <i>Total<br/>Funds</i> | <i>2024<br/>Total</i> |
|-------------------------------|--------------|-------------------------------|-----------------------------|------------------------|-----------------------|
|                               | <i>Notes</i> | <i>£</i>                      | <i>£</i>                    | <i>£</i>               | <i>£</i>              |
| <b>Receipts</b>               |              |                               |                             |                        |                       |
| Donations                     | 2            | 1,095                         | -                           | 1,095                  | 1,342                 |
| Grants                        | 3            | -                             | 139,826                     | 139,826                | 98,701                |
| Charitable Activities         | 4            | -                             | -                           | -                      | 80                    |
| Trading Income                | 5            | 21,100                        | -                           | 21,100                 | 6,561                 |
| Other Income                  | 6            | 5,375                         | -                           | 5,375                  | 4,747                 |
|                               |              | 27,570                        | 139,826                     | 167,396                | 111,431               |
| <b>Payments</b>               |              |                               |                             |                        |                       |
| Charitable Activities Costs   | 7            | 13,601                        | 150,462                     | 164,063                | 102,775               |
| Trading Costs                 | 8            | 1,734                         | 12                          | 1,746                  | 3,914                 |
| Support Costs                 | 9            | 1,408                         | 3,872                       | 5,280                  | 3,295                 |
|                               |              | 16,743                        | 154,346                     | 171,089                | 109,984               |
| <b>Net Receipts/-Payments</b> |              | <b>10,827</b>                 | <b>(14,520)</b>             | <b>(3,693)</b>         | <b>1,447</b>          |
| <i>Funds Brought Forward</i>  |              | 1,523                         | 49,504                      | 51,027                 | 49,580                |
| <b>Funds Carried Forward</b>  | 11           | <b>12,350</b>                 | <b>34,984</b>               | <b>47,334</b>          | <b>51,027</b>         |

The notes on pages 10 to 13 form an integral part of these accounts.  
All income and expenditure derive from continuing activities in both years.



Provan Hall Community Management Trust  
Report and Accounts for the Period Ended 31 March 2025

Statement of Balances

|                                      | <i>Unrestricted<br/>Funds<br/>£</i> | <i>Restricted<br/>Funds<br/>£</i> | <i>Total<br/>Funds<br/>£</i> | <i>2024<br/>Total<br/>£</i> |
|--------------------------------------|-------------------------------------|-----------------------------------|------------------------------|-----------------------------|
| Opening Cash and Bank Balances       | 1,523                               | 49,504                            | 51,027                       | 49,580                      |
| <i>Surplus/-Deficit for the year</i> | <u>10,827</u>                       | <u>(14,520)</u>                   | <u>(3,693)</u>               | <u>1,447</u>                |
| Closing Cash and Bank Balances       | <u>12,350</u>                       | <u>34,984</u>                     | <u>47,334</u>                | <u>51,027</u>               |

Signed on behalf of the trustees:



Date: 08/12/2025

~~~~~ PROBAN HALL COMMUNITY MANAGEMENT TRUST ~~~~~

Notes to the Accounts

1. Basis of Preparation

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Donations

| | <i>Unrestricted
Funds</i> | <i>Restricted
Funds</i> | <i>Total
Funds</i> | <i>2024
Total</i> |
|-----------|-------------------------------|-----------------------------|------------------------|-----------------------|
| | <i>£</i> | <i>£</i> | <i>£</i> | <i>£</i> |
| Donations | 1,095 | - | 1,095 | 1,342 |

3. Grants

| | <i>Unrestricted
Funds</i> | <i>Restricted
Funds</i> | <i>Total
Funds</i> | <i>2024
Total</i> |
|------------------------------------|-------------------------------|-----------------------------|------------------------|-----------------------|
| | <i>£</i> | <i>£</i> | <i>£</i> | <i>£</i> |
| The Robertson Trust | - | 5,000 | 5,000 | - |
| Foundation Scotland | - | 5,000 | 5,000 | - |
| Scottish Children's Lottery Trust | - | 4,000 | 4,000 | - |
| Skipton Foundation | - | - | - | 1,500 |
| Pump house Trust | - | - | - | 3,000 |
| Hugh Fraser Foundation | - | - | - | 2,500 |
| The Graham Trust | - | - | - | 9,789 |
| National Lottery Awards For All | - | - | - | 9,798 |
| William Syson Partnership | - | - | - | 1,000 |
| Heritage Lottery Fund | - | 88,194 | 88,194 | 17,739 |
| Association of Independent Museums | - | 192 | 192 | 2,740 |
| GCC Seven Lochs | - | 32,440 | 32,440 | 46,455 |
| GCC Area Partnership | - | 5,000 | 5,000 | 4,180 |
| | - | 139,826 | 139,826 | 98,701 |

4. Charitable Activities

| | <i>Unrestricted
Funds</i> | <i>Restricted
Funds</i> | <i>Total
Funds</i> | <i>2024
Total</i> |
|--------------|-------------------------------|-----------------------------|------------------------|-----------------------|
| | <i>£</i> | <i>£</i> | <i>£</i> | <i>£</i> |
| Guided Tours | - | - | - | 80 |

Notes to the Accounts

| 5. Trading Income | <i>Unrestricted
Funds
£</i> | <i>Restricted
Funds
£</i> | <i>Total
Funds
£</i> | <i>2024
Total
£</i> |
|---------------------------------------|-------------------------------------|-----------------------------------|------------------------------|-----------------------------|
| Commercial hires | 18,200 | - | 18,200 | 2,430 |
| Fundraising | 1,600 | - | 1,600 | 3,651 |
| Retail | 1,300 | - | 1,300 | 480 |
| | <u>21,100</u> | <u>-</u> | <u>21,100</u> | <u>6,561</u> |
| 6. Other Income | <i>Unrestricted
Funds
£</i> | <i>Restricted
Funds
£</i> | <i>Total
Funds
£</i> | <i>2024
Total
£</i> |
| Bank Interest | 375 | - | 375 | - |
| Employment Allowance | 5,000 | - | 5,000 | 4,747 |
| | <u>5,375</u> | <u>-</u> | <u>5,375</u> | <u>4,747</u> |
| 7. Charitable Activities Costs | <i>Unrestricted
Funds
£</i> | <i>Restricted
Funds
£</i> | <i>Total
Funds
£</i> | <i>2024
Total
£</i> |
| Salaries | - | 117,123 | 117,123 | 67,181 |
| Employer NI | 3,460 | 3,681 | 7,141 | 4,747 |
| Pension | - | 2,076 | 2,076 | 1,283 |
| Activity Programme | 776 | 10,762 | 11,538 | 14,399 |
| Equipment | 118 | - | 118 | 5,273 |
| Payroll Costs | 1,192 | - | 1,192 | 753 |
| Travel | 178 | - | 178 | 161 |
| Interns | - | - | - | 1,500 |
| Volunteer Expenses | 50 | 551 | 601 | 140 |
| Repairs and maintenance | 245 | - | 245 | 2,234 |
| Office supplies | 1,251 | 224 | 1,475 | 2,806 |
| Marketing | 118 | 1,506 | 1,624 | 198 |
| Printing, postage & Stationery | - | - | - | 107 |
| Telephone | 60 | - | 60 | 469 |
| Training | 1,622 | - | 1,622 | 1,524 |
| Interpretation | 3,218 | 981 | 4,199 | - |
| Learning Material | - | 1,407 | 1,407 | - |
| Artist fee | 161 | 1,339 | 1,500 | - |
| Bin collection | 845 | - | 845 | - |
| Staff Expenses | 77 | 332 | 409 | - |
| Recruitment | 230 | 480 | 710 | - |
| Repayment of Unused Grant | - | 10,000 | 10,000 | - |
| | <u>13,601</u> | <u>150,462</u> | <u>164,063</u> | <u>102,775</u> |
| 8. Trading Costs | <i>Unrestricted
Funds
£</i> | <i>Restricted
Funds
£</i> | <i>Total
Funds
£</i> | <i>2024
Total
£</i> |
| Retail Project | 1,734 | 12 | 1,746 | 3,914 |

Notes to the Accounts

| 9. Support Costs | Unrestricted Funds | Restricted Funds | Total Funds | 2024 Total |
|---------------------------------------|--------------------|------------------|--------------|--------------|
| | £ | £ | £ | £ |
| IT Costs | - | - | - | 118 |
| Memberships and Subscription | 645 | 500 | 1,145 | 864 |
| Accountancy - Independent Examination | - | 660 | 660 | 660 |
| Accountancy - Support Fees | - | 1,272 | 1,272 | 954 |
| Legal fees | - | 1,440 | 1,440 | - |
| Bank Charges | - | - | - | 5 |
| Insurance | 763 | - | 763 | 694 |
| | <u>1,408</u> | <u>3,872</u> | <u>5,280</u> | <u>3,295</u> |

10. Related Party Transactions

The trustees received no remuneration or expenses during the year (2024: Nil).

██████████ (Trustee and Secretary) personally settled IONOS web-hosting and email subscriptions, along with BT phone and broadband installation and rental charges, covering the period from November 2022 to February 2025. These costs, totalling £988.35, arose because the charity's banking arrangements were not yet in place. The amount remained outstanding at the year-end and will be reimbursed in the following financial year (2024: Nil).

| 11. Funds Analysis | Opening Balance
1 Apr 2024 | Receipts | Payments | Transfers | Closing Balance
31 Mar 2025 |
|------------------------------------|-------------------------------|----------------|----------------|-----------|--------------------------------|
| Unrestricted | | | | | |
| General | 1,523 | 27,570 | 16,743 | - | 12,350 |
| Restricted | | | | | |
| The Robertson Trust | - | 5,000 | 5,000 | - | - |
| GCC - Area Partnership | - | 5,000 | 5,000 | - | - |
| Association of Independent Museums | - | 192 | 192 | - | - |
| Heritage Lottery Fund | 1,841 | 88,194 | 65,051 | - | 24,984 |
| GCC - Seven Lochs | 11,451 | 32,440 | 43,891 | - | - |
| Foundation Scotland | - | 5,000 | 5,000 | - | - |
| Scottish Children's Lottery Trust | - | 4,000 | 4,000 | - | - |
| National Lottery - Awards For All | 3,017 | - | 3,017 | - | - |
| Hugh Fraser Foundation | 2,461 | - | 2,461 | - | - |
| Skipton Foundation | 945 | - | 945 | - | - |
| The Graham Trust | 9,789 | - | 9,789 | - | - |
| Robert Barr Trust | 10,000 | - | 10,000 | - | - |
| The Turtleton Charitable Trust | 10,000 | - | - | - | 10,000 |
| | <u>49,504</u> | <u>139,826</u> | <u>154,346</u> | <u>-</u> | <u>34,984</u> |
| Grand Total | <u>51,027</u> | <u>167,396</u> | <u>171,089</u> | <u>-</u> | <u>47,334</u> |

Notes to the Accounts

Purposes of Funds

| | |
|------------------------------------|--|
| General Fund | - There is only one unrestricted fund, the General fund to be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day operation of the charity. |
| Seven Lochs | - Funding drawn from Glasgow City Council and Seven Lochs Wetland Park project |
| GCC - Area Partnership | - Artist Facilitator, promotional materials and learning materials |
| The Graham Trust | - Youth Programme Coordinator staff salary, creative facilitator fees, learning equipment and materials, volunteer expenses. |
| Heritage Lottery Fund | - Staff salaries, staff and board training, staff and volunteer training expenses, interpretation equipment and materials, professional fees. |
| William Syson Foundation | - Arts and learning materials, creative facilitator fees. |
| National Lottery - Awards For All | - Youth Programme Coordinator staff salary, creative facilitator fees, learning equipment and materials, volunteer expenses. |
| Hugh Fraser Foundation | - Learning equipment and materials, creative facilitator fees. |
| Skipton Foundation | - Interpretation and learning equipment and materials, creative facilitator fees. |
| Robert Barr Trust | - Interpretation (Information boards, signage, audio visual storytelling). |
| Association of Independent Museums | - Funding to be used for the activity programme |
| The Turtleton Charitable Trust | - To be used for interpretation (information boards, signage, audio visual storytelling) |
| Scottish Children's Lottery Trust | - To support the delivery of a youth engagement activity programme |
| Foundation Scotland | - To support the delivery of events for children and young people |
| The Robertson Trust | - To support staff costs for our public activity programming |