

Report of the Trustees and
Financial Statements for the Year Ended 31 January 2026
for
Duncan Place

Contents of the Financial Statements
for the Year Ended 31 January 2026

	Page
Report of the Trustees	1
Independent Examiner's Report	13
Statement of Financial Activities	14
Balance Sheet	15
Notes to the Financial Statements	16

The trustees present their report with the financial statements of the charity for the year ended 31 January 2026. The trustees have adopted the provisions of 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 1 January 2019).

OBJECTIVES AND ACTIVITIES

Purpose of our charity

Duncan Place Community Hub (Duncan Place) was formed to benefit the people who live and/or work or volunteer in the locality surrounding Duncan Place known locally as Leith, or who have an active interest in the activities organised by the organisation and has the following purposes:

- To advance citizenship and community development within and for the benefit of the community of Leith by delivering a diverse range of services and initiatives without distinction of gender, sexuality, political, religious, or other opinion, with the object of improving their conditions of life.
- The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the Leith community.

The following pages outline how Duncan Place Community Hub has met these purposes in the year from 1st Feb 2025 to the 31st Jan 2026.

Welcome

A very warm welcome to Duncan Place Community Hub and to this Trustees Annual Report (TAR). Each year, as a registered charity, Duncan Place must submit a report to the Office of Scottish Charity Regulator (OSCR). This report contains the financial information we are required to submit alongside some information about our work in the year from Feb 2025 to Jan 2026.

About Duncan Place Community Hub

Duncan Place Community Hub (Duncan Place) is a registered charity operating as a social enterprise. The organisation has grown from the potential demolition of a very tired council owned community centre, to a fully refurbished hub owned by the charity and serving the people of Leith.

Our Vision - For a happy, healthy community where people are welcomed to take part in what we offer.

Our Mission - Our mission is to promote well-being, reduce social isolation and build social connections in Leith and the surrounding areas.

- Offering a range of inclusive and low-cost community events and activities
- Providing affordable office space to organisations making a positive social impact in the area, and hourly room hire for local groups, businesses and individuals.
- Utilising income from tenancies and room hire to maintain our building, employ our team at least at the real living wage, and to subsidise our community events.

Our Values

Maintaining Duncan Place Community Hub as a welcoming and inclusive space takes kindness and effort from all of us. We thank all building users for sharing in our values and being part of making it such a great space.

Inclusion - We are committed to creating a space and providing services where people are welcomed, respected, and valued.

Duncan Place

Report of the Trustees

for the Year Ended 31 January 2026

Community - The people that use our building, our tenants, room-hirers, staff and visitors are central to all that we do. We are proud to be a part of the diverse and exciting community that is Leith. We will continue to build strong relationships within and outside our organisation to support our community.

Diversity - We celebrate the unique backgrounds and experiences of those that use our community hub.

Making a difference - We strive to create a positive impact on the lives of our members, visitors, employees, tenants and the broader community.

Wellbeing - We prioritise the health and happiness of all hub users and employees. Physical, mental, social, and emotional health are equally important and underpin the decisions we take.

During the year there were:

- 3906 Attendees visiting Duncan Place events
- 783 Warrior moves made in Chair Yoga Classes
- 16 Films Screened at Duncan Place Community Cinema
- 20 Quests undertaken in our Dungeons and Dragons group
- 8 Free-for all foyer jigsaws constructed
- 260 Crafting hours by Duncan Place craft group
- 31 Groups/Organisations meet here regularly
- 293,700 steps and 138 miles strolled on our Seasonal Strolls
- 345 Voices hitting all the right notes at our Duncan Place Community choir
- 564 Hours of Laughter for Health and Happiness

ACHIEVEMENTS AND PERFORMANCE

Our Tenants

Since August 2020 several tenants have moved in and gained a secure tenancy in our community hub. Organisations would normally pay rent to a private landlord. By operating Duncan Place as a charitable social enterprise these organisations gain a secure tenancy in Leith and the rents paid secure the building for the future along with contributing to a programme of community activity.

LGBT Health & Wellbeing (LHW) are Scotland's health and wellbeing charity for LGBTQ+ adults, they work to improve the physical, social, and mental health and wellbeing of LGBTQ+ adults in Scotland through responsive support services, a social programme for the community to connect with each other and support mainstream services to be more inclusive. www.lgbthealth.org.uk

English for Speakers of Other Languages (ESOL). ESOL is an invaluable service to those new Leithers joining our community from across the globe. Through attending ESOL the students make new friends and learn language skills to live, work and study.

<http://www.edinburghcollege.ac.uk/Welcome/Centres/College-Community/community-based-esol>

KIN Collective are a registered community interest company, or a CIC for short. CICs are limited companies but the profit made benefits the community rather than shareholders. Their family Chub operated in Duncan Place until December 2025. Kin Collective supports the physical, mental, and emotional wellbeing in pregnancy and early parenthood. www.kincollective.org

Home-Start Edinburgh support parents with young children at home, and recruit and train volunteers toHH provide this support. They also run regular parent and child groups and arrange social events for referred families. <https://www.homestartedinburgh.org.uk/>

AdvoCard is an independent charity; they are not part of the Council, the NHS, or the Scottish Government, though these bodies fund some of Advocards services. Independent Advocacy is a way to help people have a stronger voice and to have as much control as possible over their own lives. Advocard do not make decisions for anyone or tell them what they should do, but they can help support people to express their views and have their voices heard. <https://www.advocard.org.uk/>

Community Space

Duncan Place Community Hub now has four ground floor rooms available for hourly hire which will allow for even more fantastic groups, events, meetings and activities to take place. We have a range of furniture and equipment and the building has ramp access and an accessible toilet, all on the same floor. The addition of these rooms also allows our own programme of community events to grow.

Our rooms are called:

- Wee Duncan
- Big Duncan
- Wee Links
- Big Links

Please see our website for more information. <https://duncanplace.org>

Community Space Users

Our rooms and resources are available at affordable rates for meetings, workshops, classes, and events. We are delighted to have these rooms in use by so many fantastic local organisations who are all making such a positive impact in our community.

Advocard - helping support people to express their views and have their voices heard.

Academy Arts - A self-led art group established in 1978, suitable for all levels of skill. This group enjoy a good blether and a cuppa whilst working on their own pieces of art. - A self-led art group established in 1978, suitable for all levels of skill. This group enjoy a good blether and a cuppa whilst working on their own pieces of art.

Bush Productions - Bush Productions is a UK-based production company founded in 2018 and known for producing acclaimed theatre, including In PurSUEt and the upcoming show WANTED. It is focused on arts and entertainment, often featuring touring productions.

CAPS Independent Advocacy is an independent charity that helps people in Edinburgh, East Lothian and Midlothian have their voices heard, understand their rights, and speak up about issues such as mental health, addiction, LGBTQIA+ support, and children's hearings through one-to-one and group advocacy.

Charles White Ltd is a residential property factoring and property management company that manages shared buildings and developments-handling maintenance, repairs, finances, insurance, and communal areas-for clients across Scotland and Northern Ireland.

City of Edinburgh Council - the Parks, Social Work and Family Group Decision Making Departments have used Duncan Place for meetings/workshops for the community.

The Cheyne Gang - A community singing group for people living with long term respiratory conditions such as COPD (Chronic Obstructive Pulmonary Disease), Asthma, Bronchiectasis - in fact any respiratory condition that causes long term breathlessness.

Capital City Partnership - Capital City Partnership is the anchor delivery body for Edinburgh's employability strategy, working together to tackle inequality and poverty.

Centre of Therapy provides counselling and therapeutic support to help individuals improve their mental health, wellbeing, and personal development.

Creative Block - An informal and friendly series of creative workshops, encouraging you to employ your senses and approach creativity from different angles.

Creative Edinburgh connects and supports the city's creative community by providing networking opportunities, events, and resources for collaboration and career development.

Edinburgh Festival Fringe - The Edinburgh Festival Fringe Society is the organisation that underpins the Edinburgh Festival Fringe. Its core aims are to support participants, assist Fringe audiences and celebrate the Fringe and what it stands for all over the world.

Edinburgh Festival Youth Ambassadors - The R.I.S.E Youth Ambassadors programme is a free, year-long initiative by Edinburgh Festival Carnival for ages 15-24, focusing on event production, creative leadership, and community heritage.

Edinburgh Northern & Leith Labour Party - Branch meetings.

Edinburgh Women's Aid - offering confidential support and advice on how women and children can stay safe, helping with temporary accommodation and support for a better future.

ERCC - Edinburgh Rape Crisis Centre offer free and confidential emotional and practical support, information and advocacy to all survivors aged 12 and over in Edinburgh, East and Midlothian, who have experienced sexual violence at any time in their lives.

Edinburgh Science is a charity that inspires people of all ages to engage with science, technology, engineering, and maths through festivals, education programs, and public events.

Equality Network - The Equality Network works for lesbian, gay, bisexual, transgender and intersex (LGBTI) equality and human rights in Scotland. They strive to be inclusive and open in their work, to challenge discrimination and to consult, involve and inform the individuals and the communities for which they work.

Fit and Happy - Health and Wellbeing for women. Self-defence classes.

Firsthand Lothian exists to support children and young people with disabilities and families, parents and carers to help improve their health and wellbeing, confidence and resilience. We work with families in their local community providing 1:1 support, guidance, information and opportunities for parent / carers to connect.

Friends of the Earth Scotland - Campaign on today's most urgent environmental issues. Challenging the current model of economic and corporate globalisation, and promote solutions that will help to create an environmentally sustainable and socially just Scotland.

The **Friends of Lochend Park** is a community group of volunteers dedicated to improving our local park. The committee meets regularly to discuss upkeep and improvements to the park facilities, and any park user is welcome to come along.

Gurdjieff - Group meetings where participants explore Gurdjieff's ideas through open discussion of questions and observations. Practical activities are pursued in groups to explore and practice awareness and attention.

Hacking and Paterson - one of the country's leading independent providers of property factoring services.

Harbour - Making a real difference to people's lives in Leith and north Edinburgh. A family of organisations united by a drive to keep on finding new ways to support the communities and to provide a vital services.

HomeStart - Support for parents with young children at home. HomeStart recruit and train volunteers to provide this support. Additionally, as part of its on-going programme, HSE runs regular parent and children's groups and arranges social events for referred families.

Leith Links Community Council - Leith Links Community Council is a local voluntary body composed people who care about our community and want to make our area an ever-better place to live, work, study, volunteer or visit. The general purpose of Community Councils is to act as a voice for our local area. They do that by raising matters of concern with elected representatives or directly to public bodies.

Leith Youth Drama - Drama and acting classes for kids.

LGBT Health and Wellbeing are a tenant in the building and also use the spaces in the Wee & Big Duncan rooms. They host film and open mike nights plus other events.

Light up Learning - a Scottish Charitable Incorporated Organisation (SCIO) providing one-to-one mentoring for high school students in Edinburgh and the Lothians.

Making Rights Real - Making Rights Real is a small grassroots human rights organisation in Scotland with a big vision - to support marginalised communities to use the power of human rights to mobilise for economic and social change.

Mons Meg Sword Dancers

Motherless Daughters group - Motherless Daughters support groups offer community, validation, and healing for women who lost their mothers to death, estrangement, or emotional abandonment.

MCFB - Multi Cultural Family Base - Promoting the well-being and life opportunities of vulnerable and disadvantaged children, young people and families.

Norton Park - Norton Park is home to over 25 charities and social enterprises in Edinburgh. Their business hub provides affordable serviced office space to third sector organisations. Next door, the conference centre has meeting and event space for hire, open to any business, charity or group.

Pilates with Catrin - Pilates with an experienced, qualified instructor.

Pilates Scotland - Founded in October 2019, Pilates Scotland began with a simple goal: to create high-quality Pilates classes that build strength, confidence and community. What started as in-person sessions across Edinburgh quickly became something much bigger.

Queer by Nature - A friendly group of queer people who care about the natural environment, who come together to spend time in nature, share knowledge and learn together.

The Piping Centre - The Piping Centre is a Scottish cultural and educational organisation based in Glasgow that teaches bagpiping, preserves piping traditions, hosts events, and promotes Scottish music worldwide.

SACRO - Sacro is a Scottish community justice organisation which works to deliver life-changing services that empower people, give hope and protection, and help to build safe communities.

SALVO - Salvo was formed to restore Scotland's constitution. Salvo is not a political party. We are the campaigning arm of Liberation Scotland.

Scottish Documentary Institute - specialises in documentary training, production and distribution, supporting filmmakers through its diverse programme of international activities and high-quality training programmes.

Scottish Partnership for Palliative Care - The Scottish Partnership for Palliative Care brings together health and social care professionals from hospitals, social care services, primary care, hospices and other charities, to find ways of improving people's experiences of declining health, death, dying and bereavement.

Sea Cadets Leith - The Sea Cadets are a youth organization that teaches young people teamwork, discipline, and maritime skills through activities like sailing, navigation, and leadership training.

SGI-UK - is one of 90 national SGI organisations around the world. Their motto is 'Trust through friendship, Peace through Trust'. They aim to foster these humanistic principles through open meetings, in particular through monthly discussion meetings.

Stonewall Scotland - Play a key role in progressing LGBTQ+ equality in Scotland through their policy, public affairs and workplace programmes.

TPS - Turning Point Scotland is the country's leading social care developer and provider. They support people to build community and be active citizens.

Turn2Us - Turn2us is a national charity providing practical help to people who are struggling financially.

VOCAL - VOCAL supports and empowers unpaid carers in Edinburgh and Midlothian through individual support, information, training and access to services.

Yes Edinburgh North and Leith (YENL) - YENL is a non-party/all-party community organisation. We work to achieve Scottish independence and to create a better Scotland.

YMCA Edinburgh's mission is to empower young people, children, and their families in Leith and across Edinburgh to transform their lives. We offer needs led, relationships focused services for children, young people, and families.

Yoga with Megan - Yoga classes with an experienced, qualified instructor.

Yogallie - Yoga Classes run by an experienced, qualified instructor.

Yogabirth - a unique blend of pregnancy yoga with an antenatal class.

Community Events Programme

Duncan Place has been busy in the last year with regular activities and one-off events. We have an amazing group of facilitators who lead Laughter for Health & Happiness classes, Tai Chi, Community Drum Circles, Duncan Place Community Choir and Chair Yoga. Our community events coordinator continues to lead fortnightly wellbeing walks on Leith Links, and three LEGO groups for different ages. We also partnered with Ancient Robot Games to launch a Dungeons and Dragons group where young people enjoy creating characters and embarking on imaginative adventures together. It's a welcoming space to build friendships, develop storytelling skills, and dive into epic quests in a fun, supportive environment. In May, the Leith Festival committee presented The Elizabeth Wardlaw Leith Citizenship Award (aka The Crocus Award) to Nicola in recognition for her work in saving the building from demolition, and having it refurbished, re-opened into the bustling hub it is today.

Leith Gala Day

It was torrential rain and thunder (with zero Sunshine on Leith) for Gala Day in June. It was an early start and a great team effort to erect and decorate our marquee before the brave Leithers arrived. As our marquee was under cover, we had lots of visitors keeping dry, joining in our activities and sharing plenty of chats & laughs. Our craft group raised some funds by selling their fantastic textiles, cards, prints & jewellery. We delivered a fun story and craft session for the little Leithers who visited us. Mo Music had a great turn out for the community drumming session and created some good vibes for those watching as well as those taking part. Sadly, the weather deteriorated which forced the organisers of Gala Day to bring it to an early close. This meant that Leith will have to wait until next year to enjoy a performance by our community choir. We organised a choir family and friends evening instead and they were all blown away by the joy spread by this talented group of singers.

Creative Community Hubs Network

In July 2025 the Creative Community Hubs Network Charter was launched (here at Duncan Place) - a document we all worked on together: <https://www.whalearts.co.uk/the-creative-community-hubs-charter/>

The Creative Community Hubs Network (CCHN) is a partnership project led by WHALE Arts and funded by The City of Edinburgh Council since 2021. The Network includes eight creative community hub partners working in diverse communities around Edinburgh: WHALE Arts, North Edinburgh Arts, granton:hub, Duncan Place Community Hub, Out of the Blueprint, The Crannie Community Hub, Craigmillar NOW, and Lyra. Being part of the network provides valuable skill, best practice, and resource sharing, along with collective bids for funding and potential for partnerships within the network

Make Space Initiative

Make Space is also part of the Creative Community Hubs Network. Now into its second year, Make Space is a partnership with the City of Edinburgh Council, to provide community members, artists, and practitioners the opportunity to hire space in venues across the Creative Community Hubs Network at no financial cost - thereby breaking down barriers to accessing affordable creative space in the city of Edinburgh. 300 hours of funded space was provided across the network. Participants had to meet a prescribed criteria to benefit from the space, provide details of their activities (which could not be for commercial gain) and to give feedback. Duncan Place found it to be a great success and are hopeful of CEC that the feedback will lead to more creative community members benefitting from this in the future.

Community Cinema

Duncan Place Community Cinema is one of seven community hubs in Edinburgh who take part in The Local Cinema programme.

This is funded by The City of Edinburgh Council via the Creative Community Hubs Network. The community cinema has proven to be very popular with a number of screenings being completely sold out. After the films the audience can stay for refreshments and discuss the topics and issues raised in the film. The feedback has been really positive.

We have shown a range of well-known favourites and shorts throughout the year, including:

On Falling

Aliens

Duncan Place

Report of the Trustees

for the Year Ended 31 January 2026

Poly Styrene I Am A Cliché
Restless Natives
Since Yesterday
There's Still Tomorrow
From Scotland with Love
Heroin
Leithers

The Holdovers
Moonage Daydream
Between Us
Each to their Own World
Militant Homosexual
Mothers Influence
Water to the Wall

Exhibitions / Displays

The foyer and ground floor corridor at Duncan Place Community Hub is often used as an exhibition / display space. **Pedal Power: Cycling and Activism** in Edinburgh remained on display from into spring 2025. This exhibition has been created by cycling groups in Edinburgh who are campaigning to make our city a safe place for cycling. It includes key messages about cycling for fun and friendship, the importance of safe cycle routes, and the positive impact that cycling can have on the environment and in our communities. Groups involved in creating this exhibition include Edinburgh Critical Mass @edcriticalmass Infra Sisters @infrasisters_ Bike Buses, Spokes Lothian, and Museums & Galleries Edinburgh @museumsgalleriesedinburgh

In November 2025 during 'To Absent Friends' week we held a creative workshop and a reminiscence café. Our community also built a tree of remembrance to their absent friends with messages of love and remembrance written on each leaf.

To compliment this we also had a 'Before I die I want to.....' wall. This is a global participatory art project created by artist Candy Chang which invites people to reflect on mortality and share their personal aspirations in public.

PLAY!

Play was the theme of National Poetry Week. Our community board quickly filled up with all the fun activities folks enjoy and our Community Events Team created a brilliant playful poem celebrating everyone's contributions.

We Play

A collaborative poem by the community of Duncan Place Community Hub, Leith:

We skip, and we giggle, watch movies, smell flowers.
We dance, we cook food, and we jigsaw for hours.

We're archers, we're readers, we're gardeners, we're drummers.
We line dance, we sing, we make art, and we're clubbers.

We play with our words through creative writing.
We *whoosh* in icy waves (doesn't that sound exciting?!)

We zumba, we salsa, we're part of a book club.
We pump up the tunes while we finish the housework.

We play rugby, and badminton, and LEGO's our bag,
We love nature, and poetry, and we love playing tag.

We're domino players, we play tunes on our fiddle.
We go out walking the dog (cos they might need a widdle!)

We collaborate, we socialize, we play ukelele.
We spend time with our families, and we sing karaoke!

We listen to music (from the radio station?).
We even do a bit of improvisation.

Duncan Place

Report of the Trustees

for the Year Ended 31 January 2026

We play video games, board games, we sing in the choir.
We're learning the clarsach, and climb hills til we're higher!

We walk barefoot on grass, sand and earth in all weathers.
We make things from materials, and we laugh, all together!

We walk and we talk, we spend time with our pals.
We cycle and run along the canals.

We bask in the sunshine, kicking through autumn leaves,
We dress up as superheroes (like Christopher Reeve!)

We thank you for giving this poem your attention.
We had a couple of submissions that are too rude to mention!

We play like we mean it. We have such a lark.
"You're never too old...to play in the park."

FINANCIAL REVIEW

Financial position

Income for the year has been £237,697 (2025: £207,474) with expenditure of £241,575 (2025: £238,596 leading to deficit of £3,878 (2025: £31,122) - prior to unrealised gains/(losses) on investments.

The charity became fully self-sufficient last year and continues to grow, and the accounts show a more favourable position this year.

Reserves policy

It is an over-riding objective of Duncan Place SCIO to establish itself and remain self-sufficient. As a result of this Duncan Place has built up a financial reserve of six months operating costs to ensure the building and facilities can be maintained to a high standard, to allow the organisation to smooth over any receipt fluctuations or rental voids, and to cover any other unforeseen circumstances which may develop at any time.

With this in mind, a designated contingency fund has been set up with a balance of £110,000 which is thought to be sufficient to deal with any of the issues outlined above.

Duncan Place SCIO also have a designated Sink Fund following guidance of The Royal Institute of Chartered Surveyors (RICS). This is a designated fund formed by periodically setting aside money for the replacement of a wasting asset (for example, heating, air-conditioning, lifts and plant and equipment). The balance on this fund is currently £66,932 and will grow as the work carried out on the building at the install start-up phase ages.

Duncan place has undesignated, unrestricted funds (not held as fixed assets) available for expenditure of £162,753 (2025: £190,872). This is as well as funds held in designated funds as detailed above and funds held as fixed assets.

The reserves held exceed the amount required per the policy, however trustees find this to be reasonable now that National Lottery funding has come to an end and the charity is self-sufficient.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Administration Details

Duncan Place is a two tier SCIO, (Scottish Charitable Incorporated Organisation) whereby members elect the board of Trustees and vote on any changes to the constitution; a certain percentage of members need to vote to carry any motions.

Membership of Duncan Place is open to any individual aged 16 or over who lives and/or works or volunteers in the local community surrounding Duncan Place known locally as Leith, or who have an active interest in the activities taking place within the building. Members appoint up to twelve of their number to form a board of trustees. If the board comprises of less than 12 elected members, then the board may co-opt further trustees providing the number of elected trustees remains in the majority.

All Trustees who have served in our financial year up to the date of signing the accounts are listed below.

Trustees

██████████ has been living in Leith for the last 18 years. She is a member of the Duncan Place community choir and her children have attended the Lego club since it started. She has been working in the field of market research for over 30 years. ██████████ joined the board in April 2024 and became secretary in May 2025 and has been leading on our community survey.

██████████ has been one of our class facilitators since September 2022 and, knowing the centre and staff really well, she volunteered to join the board of trustees in April 2024 and became treasurer in January 2025. ██████████ previously worked in the corporate sector for 18 years and has over 10 years' experience volunteering on charity boards. Since 2010 ██████████ has been running her own business in health, happiness and wellbeing which also supports community not-for-profit projects.

██████████ also became a Trustee in April 2024. He is a senior engineer currently working on decarbonising heat in NHS Scotland. He played a major role in the green retrofit (and the funding required) of the Duncan Place building whilst in a previous role with CEC. ██████████ joined the board in April 2024. His work exemplifies his belief in creating sustainable, community focused spaces that serve present needs while planning responsibly for the future.

██████████ was voted onto the board at the 2025 AGM. ██████████ is the former CEO of Firsthand Lothian and retired in 2025 after over 13 years at the helm, supporting children and families, applying for funding and ensuring compliance and good governance.

██████████ became a trustee in April 2025. ██████████ has previously been on the board of a local housing association so brings experience of governance, policy review, strategic planning, risk management and more. ██████████ is also skilled in recruitment and in chairing and enjoys the Duncan Place Chair Yoga classes.

██████████ joined the board in April 2024 and is a retired civil servant who worked on policy areas such as criminal justice, homelessness and violence against women. She was also an elected representative for the PCS trade union in Scottish Government, involved in developing and negotiating staff policies such as attendance management, performance management, and health and safety. ██████████ also attends quite a few of our activities here at Duncan Place: chair yoga, Community cinema, clay sessions and a book group.

Outgoing Trustees

The chairperson, ██████████ was co-opted to the Board in early 2020, voted on as a full member in 2021 and became chairperson in April 2024. ██████████ provides leadership, along with oversight and advice on Facilities and Building Management. Having retired from a long managerial career supporting academic research and public sector administration, she has particular expertise in troubleshooting refurbished building issues - most useful in a historic building!

██████████ is nearing the maximum length of service as a Trustee and is due to step down at the 2026 AGM.

██████████ also joined at the 2025 AGM. ██████████ is a Civil Servant with the Scottish Government, currently Acting Director for Local Government, leading the strategic relationship with councils. ██████████ has previously worked in the third sector tackling inequalities and fuel poverty.

Duncan Place

Report of the Trustees

for the Year Ended 31 January 2026

Due to a promotion which brings a conflict-of-interest [REDACTED] is not standing for re-election at the 2026 AGM. Her role of Trustee will end in late May 2026. We thank [REDACTED] for her service and wish her well in her new role.

Resigned Trustees

[REDACTED] joined the board of Trustees in April 2024. Due to a new role with NHS Highlands, [REDACTED] resigned in October 2025.

[REDACTED] joined the board in April 2024 and served until April 2025.

[REDACTED] joined the board of trustees in April 2024 but a move to London for work meant she stood down in July 2025.

[REDACTED] joined the board of Trustees in April 2024 and due to other commitments, stood down in Feb 2025.

Staff

[REDACTED] is the Chief Executive and is the person who led the team which stopped the building from being demolished, played a key role in securing funding and coordinating the re-opening. [REDACTED] has managed three social enterprises over a 20+ year period and is passionate about the power of communities to deliver for themselves.

[REDACTED] joined the Duncan Place team as Facilities Assistant and Host in December 2020. [REDACTED] leads on the health, safety and maintenance of the building and assists with preparing rooms and welcoming visitors into the building.

[REDACTED] joined Duncan Place as Community Engagement Officer in Feb 2022. [REDACTED] brings a wealth of experience and a real passion for community and inclusivity and has been driving the growth and success of our programme of community activities and events.

[REDACTED] joined in September 2023 as Finance & Admin Officer. Originally from down south, she has been happy to call Leith home for over 18 years and can't imagine wanting to live anywhere else. She first experienced Duncan Place in its old form at a baby group, then witnessed its progress into the fab community hub it is today, before deciding she'd love to join the team.

[REDACTED] has been involved in Duncan Place since 2015 when he was originally a Board Member helping to save Duncan Place from demolition. After some time out he joined the staff team as a community host. [REDACTED] is a designer by trade and, alongside the community host role, he also helps with the development of our website, and with occasional graphics and artwork.

[REDACTED] is a relief worker and a valued member of the Duncan Place team. You may meet [REDACTED] on an evening or at a bigger event. You will know her immediately as she is gregarious, the perfect host, and has the warmest of smiles!

[REDACTED] joined as our Community Events Assistant in November 2024. [REDACTED] is working with [REDACTED] to schedule, organise, market, deliver and review the Duncan Place Community Events Programme. Their social media and design skills have been a welcome addition to the team.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

SC048100

Principal address

4 Duncan Place
Leith
Edinburgh
EH6 8HW

Report of the Trustees
for the Year Ended 31 January 2026

Trustees

[REDACTED] (resigned 25.2.25)

[REDACTED] (appointed 24.4.25)

[REDACTED] (appointed 24.4.25)

[REDACTED] (appointed 24.4.25)

[REDACTED] (appointed 24.4.25)

[REDACTED] (resigned 23.10.25)

[REDACTED] (resigned 16.7.25)

[REDACTED] (resigned 14.4.25)

Independent Examiner

[REDACTED]

Cowan & Partners Limited
60 Constitution Street
Edinburgh
EH6 6RR

Approved by order of the board of trustees on 22/05/26 and signed on its behalf by:

[REDACTED]

[REDACTED] - Trustee

Independent Examiner's Report to the Trustees of
Duncan Place

I report on the accounts for the year ended 31 January 2026 set out on pages fourteen to twenty-four.

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) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) 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 the independent examiner's report

My examination was 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 seeking explanations from you as 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

In connection with 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
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 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.



[Redacted text]

Full member of the Association of Charity Independent Examiners

Cowan & Partners Limited
60 Constitution Street
Edinburgh
EH6 6RR

Date: 25 May 2026

Duncan Place

Statement of Financial Activities
for the Year Ended 31 January 2026

	Notes	Unrestricted funds £	Restricted funds £	31.1.26 Total funds £	31.1.25 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	-	-	270
Charitable activities	3				
Charitable activities		<u>231,810</u>	<u>5,887</u>	<u>237,697</u>	<u>207,204</u>
Total		<u>231,810</u>	<u>5,887</u>	<u>237,697</u>	<u>207,474</u>
EXPENDITURE ON					
Charitable activities	4				
Charitable activities		<u>236,988</u>	<u>4,587</u>	<u>241,575</u>	<u>238,596</u>
Net gains/(losses) on investments		<u>(11,825)</u>	<u>-</u>	<u>(11,825)</u>	<u>8,551</u>
NET INCOME/(EXPENDITURE)		(17,003)	1,300	(15,703)	(22,571)
Other recognised gains/(losses)					
Gains on revaluation of fixed assets		<u>-</u>	<u>-</u>	<u>-</u>	<u>749,999</u>
Net movement in funds		(17,003)	1,300	(15,703)	727,428
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>1,120,858</u>	<u>-</u>	<u>1,120,858</u>	<u>393,430</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>1,103,855</u></u>	<u><u>1,300</u></u>	<u><u>1,105,155</u></u>	<u><u>1,120,858</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

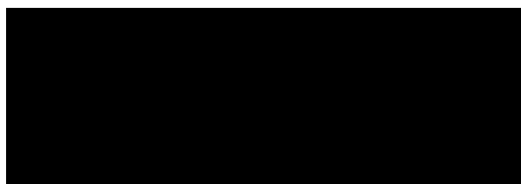
The statement of financial activities includes all gains and losses recognised in the year.

Duncan Place

Balance Sheet
31 January 2026

	Notes	Unrestricted funds £	Restricted funds £	31.1.26 Total funds £	31.1.25 Total funds £
FIXED ASSETS					
Tangible assets	10	764,170	-	764,170	767,262
Investments	11	<u>96,726</u>	<u>-</u>	<u>96,726</u>	<u>108,551</u>
		860,896	-	860,896	875,813
CURRENT ASSETS					
Debtors	12	7,820	-	7,820	9,586
Cash at bank and in hand		<u>248,073</u>	<u>1,300</u>	<u>249,373</u>	<u>248,859</u>
		255,893	1,300	257,193	258,445
CREDITORS					
Amounts falling due within one year	13	<u>(12,934)</u>	<u>-</u>	<u>(12,934)</u>	<u>(13,400)</u>
NET CURRENT ASSETS		<u>242,959</u>	<u>1,300</u>	<u>244,259</u>	<u>245,045</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,103,855</u>	<u>1,300</u>	<u>1,105,155</u>	<u>1,120,858</u>
NET ASSETS		<u>1,103,855</u>	<u>1,300</u>	<u>1,105,155</u>	<u>1,120,858</u>
FUNDS	14				
Unrestricted funds				1,103,855	1,120,858
Restricted funds				<u>1,300</u>	<u>-</u>
TOTAL FUNDS				<u>1,105,155</u>	<u>1,120,858</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 22/05/26 and were signed on its behalf by:



 - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities and Trustee Investment (Scotland) Act 2005. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The accounts are presented in sterling, which is the charity's functional currency, and rounded to the nearest pound.

No changes have been made to the basis of preparing the financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern and there are sufficient reserves to meet the reserves policy on page 9, therefore the accounts are prepared on a going concern basis.

Critical accounting judgements and key sources of estimation uncertainty

The preparation of the financial statements conforms with the requirements of the Charities SORP and general accepted accounting principles. The only area in which it is considered that accounting estimates and areas of judgement have been applied is depreciation, the policy on which is outlined below.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations are recognised when received.

Income from rental, service charges and room hire is recognised as invoiced.

Income from performance related grants, recognised within charitable activities is recognised as received and allocated by fund as required.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 5% on cost
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 20% on cost

Assets are reviewed for impairment on an annual basis.

Freehold Property is not expected to depreciate, it is therefore recognised at fair value. Fair value is reviewed on an annual basis.

1. ACCOUNTING POLICIES - continued

Taxation

The nature of the charity's activities renders them exempt from corporation tax.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Measurement of debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at Bank and on Hand

Cash at bank and cash in hand includes cash and any short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and Loans

Creditors and loans are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and loans are normally recognised at their settlement amount after allowing for any trade discounts due.

VAT

Duncan Place is not VAT registered and therefore expenditure is recognised inclusive of VAT.

2. DONATIONS AND LEGACIES

	31.1.26	31.1.25
	£	£
Donations	<u>-</u>	<u>270</u>

Notes to the Financial Statements - continued
for the Year Ended 31 January 2026

3. INCOME FROM CHARITABLE ACTIVITIES

		31.1.26	31.1.25
	Activity	£	£
Rental	Charitable activities	94,482	94,766
Service charge	Charitable activities	71,898	55,155
Room hire	Charitable activities	40,918	33,805
Community programmes	Charitable activities	24,512	18,028
Grants	Charitable activities	<u>5,887</u>	<u>5,450</u>
		<u>237,697</u>	<u>207,204</u>

Grants received, included in the above, are as follows:

	31.1.26	31.1.25
	£	£
WHALE Arts	3,550	5,000
Other misc. grants	350	450
Edinburgh Communities Climate Action Network	<u>1,987</u>	<u>-</u>
	<u>5,887</u>	<u>5,450</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5)	Support costs (see note 6)	Totals
	£	£	£
Charitable activities	<u>239,913</u>	<u>1,662</u>	<u>241,575</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.1.26	31.1.25
	£	£
Staff costs	133,754	122,788
Rates and water	3,535	2,533
Insurance	8,434	8,788
Light and heat	34,770	32,915
Office & telephone	8,371	5,982
Survey & marketing costs	150	390
Sundries	622	772
Conference & training fees	848	391
Professional fees & membership	558	11,617
Cleaning & janitorial	13,299	12,646
Building maintenance	10,277	8,598
Community prog. & activities	22,204	25,110
Depreciation	<u>3,091</u>	<u>4,482</u>
	<u>239,913</u>	<u>237,012</u>

6. SUPPORT COSTS

	Governance costs
	£
Charitable activities	<u>1,662</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

██████ (a Trustee) facilitates a class at Duncan Place, she has received remuneration of £3,570 for the facilitation of this class during the year. She is only paid for the classes run and not for any Trustee duties.

There has been no other trustees' remuneration or other benefits for the year ended 31 January 2026 nor for the year ended 31 January 2025.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 January 2026 nor for the year ended 31 January 2025.

8. STAFF COSTS

	31.1.26	31.1.25
	£	£
Wages and salaries	124,383	114,128
Social security costs	2,671	2,978
Other pension costs	<u>6,700</u>	<u>5,682</u>
	<u>133,754</u>	<u>122,788</u>

The average monthly number of employees during the year was as follows:

	31.1.26	31.1.25
Staff	<u>7</u>	<u>7</u>

No employees received emoluments in excess of £60,000.

Key Management Personnel

Key Management Personnel - deemed to be the CEO and Community Engagement Co-ordinator, received remuneration Including pension contributions of £73,614.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	270	-	270
Charitable activities			
Charitable activities	<u>207,204</u>	<u>-</u>	<u>207,204</u>
Total	<u>207,474</u>	<u>-</u>	<u>207,474</u>

EXPENDITURE ON

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
Charitable activities			
Charitable activities	<u>235,176</u>	<u>3,420</u>	<u>238,596</u>
Net gains on investments	<u>8,551</u>	<u>-</u>	<u>8,551</u>
NET INCOME/(EXPENDITURE)	(19,151)	(3,420)	(22,571)
Transfers between funds	10,435	(10,435)	-
Other recognised gains/(losses)			
Gains on revaluation of fixed assets	<u>749,999</u>	<u>-</u>	<u>749,999</u>
Net movement in funds	741,283	(13,855)	727,428
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>379,575</u>	<u>13,855</u>	<u>393,430</u>
TOTAL FUNDS CARRIED FORWARD	<u>1,120,858</u>	<u>-</u>	<u>1,120,858</u>

10. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Fixtures and fittings £	Computer equipment £	Totals £
COST OR VALUATION					
At 1 February 2025 and 31 January 2026	<u>750,000</u>	<u>10,994</u>	<u>20,763</u>	<u>6,294</u>	<u>788,051</u>
DEPRECIATION					
At 1 February 2025	-	2,002	13,669	5,118	20,789
Charge for year	<u>-</u>	<u>549</u>	<u>1,833</u>	<u>710</u>	<u>3,092</u>
At 31 January 2026	<u>-</u>	<u>2,551</u>	<u>15,502</u>	<u>5,828</u>	<u>23,881</u>
NET BOOK VALUE					
At 31 January 2026	<u>750,000</u>	<u>8,443</u>	<u>5,261</u>	<u>466</u>	<u>764,170</u>
At 31 January 2025	<u>750,000</u>	<u>8,992</u>	<u>7,094</u>	<u>1,176</u>	<u>767,262</u>

Cost or valuation at 31 January 2026 is represented by:

	Freehold property £	Improvements to property £	Fixtures and fittings £	Computer equipment £	Totals £
Valuation in 2025	749,999	-	-	-	749,999
Cost	<u>1</u>	<u>10,994</u>	<u>20,763</u>	<u>6,294</u>	<u>38,052</u>
	<u>750,000</u>	<u>10,994</u>	<u>20,763</u>	<u>6,294</u>	<u>788,051</u>

The property at 4 Duncan Place was transferred to the charity at the cost of £1 via a Community Asset Transfer.

10. TANGIBLE FIXED ASSETS - continued

The £1 cost figure is stated in the Land and Buildings Transaction Tax return submitted to Revenue Scotland in Oct 2024.

The building was valued at £750,000 in 2019 by an independent firm of surveyors - Ryden Commercial Property Agents & Chartered Surveyors.

Using the powers afforded to them in clause 64 of the constitution, and following professional financial advice, the Trustees have opted to adopt the revaluation model and hold the property at fair value in the accounts. The valuation carried out in 2019 by independent surveyors is deemed by the Trustees to reflect current market value at the balance sheet date.

There are no plans to sell the building or borrow against it, however, the Trustees feel it reflects a true and fair position to hold the property as an asset at fair value rather than cost.

In line with the accounting standards, the Trustees have reviewed the valuation during the year and will continue to review the valuation on an annual basis.

11. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 February 2025	108,551
Unrealised gain/(loss)	<u>(11,825)</u>
At 31 January 2026	<u>96,726</u>
NET BOOK VALUE	
At 31 January 2026	<u>96,726</u>
At 31 January 2025	<u>108,551</u>

There were no investment assets outside the UK.

Investment in COIF Charities Global Equity Fund Inc.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.1.26 £	31.1.25 £
Trade debtors	<u>7,820</u>	<u>9,586</u>

Notes to the Financial Statements - continued
for the Year Ended 31 January 2026

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.1.26	31.1.25
	£	£
Trade creditors	1,768	3,831
Social security and other taxes	2,813	1,826
Other creditors	332	-
Deposits	6,359	6,159
Accrued expenses	<u>1,662</u>	<u>1,584</u>
	<u>12,934</u>	<u>13,400</u>

14. MOVEMENT IN FUNDS

	At 1.2.25 £	Net movement in funds £	Transfers between funds £	At 31.1.26 £
Unrestricted funds				
General fund	208,134	(17,003)	(14,208)	176,923
Contingency Fund	110,000	-	-	110,000
Sink Fund	52,724	-	14,208	66,932
Duncan Place - Building	<u>750,000</u>	<u>-</u>	<u>-</u>	<u>750,000</u>
	1,120,858	(17,003)	-	1,103,855
Restricted funds				
Community Programme Funds	-	1,300	-	1,300
	<u>-</u>	<u>1,300</u>	<u>-</u>	<u>1,300</u>
TOTAL FUNDS	<u>1,120,858</u>	<u>(15,703)</u>	<u>-</u>	<u>1,105,155</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	231,810	(236,988)	(11,825)	(17,003)
Restricted funds				
Community Programme Funds	5,887	(4,587)	-	1,300
	<u>5,887</u>	<u>(4,587)</u>	<u>-</u>	<u>1,300</u>
TOTAL FUNDS	<u>237,697</u>	<u>(241,575)</u>	<u>(11,825)</u>	<u>(15,703)</u>

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.2.24 £	Net movement in funds £	Transfers between funds £	At 31.1.25 £
Unrestricted funds				
General fund	231,059	(19,151)	(3,774)	208,134
Contingency Fund	110,000	-	-	110,000
Sink Fund	38,516	-	14,208	52,724
Duncan Place - Building	-	<u>749,999</u>	<u>1</u>	<u>750,000</u>
	379,575	730,848	10,435	1,120,858
Restricted funds				
Big Lottery Fund	13,855	(3,420)	(10,435)	-
	<u>13,855</u>	<u>(3,420)</u>	<u>(10,435)</u>	<u>-</u>
TOTAL FUNDS	<u>393,430</u>	<u>727,428</u>	<u>-</u>	<u>1,120,858</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	207,474	(235,176)	8,551	(19,151)
Duncan Place - Building	-	-	<u>749,999</u>	<u>749,999</u>
	207,474	(235,176)	758,550	730,848
Restricted funds				
Big Lottery Fund	-	(3,420)	-	(3,420)
	<u>-</u>	<u>(3,420)</u>	<u>-</u>	<u>(3,420)</u>
TOTAL FUNDS	<u>207,474</u>	<u>(238,596)</u>	<u>758,550</u>	<u>727,428</u>

Big Lottery Fund - Funding from the National Lottery Community Fund. Revenue and capital funding began in 2018 spread over 5 years, reducing each year as income from rentals builds. The fund has now been fully utilised and fixed assets purchased via the fund have now been transferred to the general fund.

Community Programme Funds - Grants were received this year from WHALE arts, Edinburgh Communities Climate Action Network, Scottish Partnership for Palliative Care and Filmbank Media for various community projects/programmes. The remaining balance of £1,300 will be utilised in the year ended 31 January 2027.

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 January 2026 nor 31 January 2025.

