

APPENDIX 1



Trustees' Annual Report for the period								
		Period start date			Period end date			
From	Day	Month	Year	To	Day	Month	Year	
	01	12	2023		30	11	2024	

Office of the Scottish Charity Regulator

**Reference and administration details**

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

**The Alec Lucas Memorial Fund**

**SC 043175**

37 Old Town, Peebles

Postcode: EH45 8JE

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	[REDACTED]	Chairman		
2		Secretary/Treasurer		
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

## Structure, governance and management

**Type of governing document**

The committee usually meet quarterly, inclusive of an AGM, to arrange the tournament and do a success review after the tournament.

**Trustee recruitment and appointment**

## Objectives and activities

**Charitable purposes**

We raise funds through various fundraising activities and distribute financial support to Royal Marine Charities and local sporting groups

**Summary of the main activities in relation to these objects**

Fundraising activity has been scaled back to interested parties carrying out activities and donating funds to our charity.

We also hold a small annual tournament and each team plays to win a trophy, each team pays an entry fee to enter the tournament, this is our income.

## APPENDIX 1

### Achievements and performance

**Summary of the main achievements of the charity during the financial period**

- Donations from supporters
- Memorial Tournament

### Financial review

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

The charity retains a reserve, sufficient to commence the following years fundraising events.

**Details of any deficit**

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

APPENDIX 1

Other optional information

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (e.g. Chair) Secretary / Treasurer

Date

11/8/25

## Alec Lucas Memorial Fund

### Bank Reconciliation

YEAR ENDING

30/12/2024

Last Annual Return

30/11/2024

Opening Balance as at

30/11/2024

£ 7,025.15

Income

£ 310.00

Expenditure

£ 219.24

Balance Per Accounts as at

30/11/2024

£ 7,115.91

Balance as per statement

30/11/2024

Difference

£ 7,115.91

# Alec Lucas Memorial Fund

YEAR ENDING

2024

## Income & Expenditure

### Income

Donations In	£ 200.00
Income	£ 110.00

Total Income £ 310.00

### Expenditure

Tournament Expenses	£ 158.45
General Admin	£ 60.69
Donations out	£ -

Total Expenditure £ 219.14



Date	Description	Category	Money In	Money Out	Balance	INCOME				
						Donations	Income	Tournament Costs	General Admin 21/22	Donations out 2023
03/08/2023	Opening Balance				£ 7,025.15					
12/03/2024	Donation from [REDACTED]	Income	£ 200.00		£ 7,225.15	£ 200.00				
03/06/2024	funds raised at tournament - entry fee up and less re income		£ 110.00		£ 7,335.15		£ 110.00			
12/05/2024	Drinks for tournament paid to HC & TEAMS	COST		£ 158.45	£ 7,176.70			£ 158.45		
03/10/2024	Cheque 000127 - WebLethen website transition costs			£ 60.79	£ 7,115.91				£ 60.89	
						£ 200.00	£ 110.00	£ 158.45	£ 60.89	£ -
<b>TOTAL</b>						£	310.00	£	219.14	

Receipts and payments accounts						
For the period from				to		
	01	Dec	2023		30	November

### Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
<b>A1 Receipts</b>						
Donations	200				200	
Legacies					-	
Grants					-	
Receipts from fundraising activities	110				110	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
<b>A1 Sub total</b>	<b>310</b>	-	-	-	<b>310</b>	-
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	<b>310</b>	-	-	-	<b>310</b>	-
<b>A3 Payments</b>						
Expenses for fundraising activities	158				158	
Gross trading payments	61				61	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations	-				-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
<b>A3 Sub total</b>	<b>219</b>	-	-	-	<b>219</b>	-
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	<b>219</b>	-	-	-	<b>219</b>	-
<b>Net receipts / (payments)</b>	<b>91</b>	-	-	-	<b>91</b>	-
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>91</b>	-	-	-	<b>91</b>	-

Alec Lucas Memorial Fund

SC043175

**Additional analysis (3)**

**6 Breakdown of restricted funds**

					Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations	200				200	
Legacies					-	
Grants						
Receipts from fundraising activities	110				110	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	<b>310</b>				<b>310</b>	
					cross ref error	
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>				<b>-</b>	
<b>Total receipts</b>	<b>310</b>				<b>310</b>	
					cross ref error	
<b>Payments</b>						
Expenses for fundraising activities	158				158	
Gross trading payments	61				61	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations	-				-	
Governance costs					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	<b>219</b>				<b>219</b>	
					cross ref error	
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>				<b>-</b>	
<b>Total payments</b>	<b>219</b>				<b>219</b>	
					cross ref error	
<b>Net receipts / (payments)</b>	<b>91</b>				<b>91</b>	
<b>Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>91</b>				<b>91</b>	
					cross ref error	
<b>Nature and purpose of funds</b>						

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	7,026				7,026	
	Surplus / (deficit) shown on receipts and payments account	310				310	
	Cash and bank balances at end of year <small>(Agree balances with receipts and payments account(s))</small>	7,336	-	-	-	7,336	-

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

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

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

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

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

Signature	Print Name	Date of approval



**Additional analysis (1)**

**Analysis of receipts and payments**

**1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
<b>Total</b>	reference	-	-	-	reference	-

**2 Grants**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
<b>Total</b>	-	-	-	-

**3 Gross receipts from other charitable activities**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	-	-	-	-	-	-

**4 Payments relating directly to charitable activities**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Bar Costs	158				158	
					-	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	158	-	-	-	158	-

reference error

reference error

**Additional analysis (2)**

**6 Breakdown of unrestricted funds**

					Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations	200				200	
Legacies					-	
Grants						
Receipts from fundraising activities	110				110	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	<b>310</b>				<b>310</b>	
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>				<b>-</b>	
<b>Total receipts</b>	<b>310</b>				<b>310</b>	
<b>Payments</b>						
Expenses for fundraising activities	158				158	
Gross trading payments	61				61	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	<b>219</b>				<b>219</b>	
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>				<b>-</b>	
<b>Total payments</b>	<b>219</b>				<b>219</b>	
<b>Net receipts / (payments)</b>	<b>91</b>				<b>91</b>	
<b>Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>91</b>				<b>91</b>	

Nature and purpose of funds

APPENDIX 3



**Independent examiner's report on the accounts** v2

**Report to the trustees/members of** Charity name  
**The Alec Lucas Memorial Fund**

**Registered charity number** sc 043175

**On the accounts of the charity for the period**

Period start date			Period end date			
Day	Month	Year	to	Day	Month	Year
1	December	2023		30	November	2024

**Set out on pages** (remember to include the page numbers of additional sheets)

**Respective responsibilities of trustees and examiner** The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

**Basis of independent examiner's statement** My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent examiner's statement** In the course of my examination, no matter has come to my

- 1 which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations
 have not been met, or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

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

## APPENDIX 3

### Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose