

# **The Jim Boyack Memorial Trust**

Investing in Tomorrow's Planners



## **THIRTY-FOURTH ANNUAL REPORT**

**Year ending 30 September 2025**

**c/o RTPI Scotland, 4th Floor, 121 George Street, Edinburgh EH2 4YN  
jimboyacktrust@gmail.com  
<http://jimboyacktrust.wordpress.com>**

A charity registered in Scotland No. SC 018362

## **THE JIM BOYACK MEMORIAL TRUST**

1. Jim Boyack, Senior Vice-Convener of the Scottish Branch of the Royal Town Planning Institute, died on 31st August 1990. In gratitude for his life and distinguished work, enthusiasm and contribution towards the planning process and profession in Scotland, a Trust was established in his memory to contribute to the training and experience of others who seek a career in planning.
2. The purpose of the Trust is to endow and make an annual award to students undertaking or extending their studies in Scotland of Town and Country Planning. The Royal Town Planning Institute (RTPI) in Scotland supports the Trust as a part of its effort in the education of professional planners. The 43 students who have benefitted from the Award since 1993 are noted in Appendix 2. The Trust has distributed over £44,000 to beneficiaries to date.

## **TRUSTEES**

3. The Trust was established in August 1991, and the present Trustees are:

*Paul Lawson – Convenor*  
*Andrew Ballantine - Secretary*  
*John Esslemont - Treasurer*

*Forbes Barron*  
*Sarah Boyack*  
*Charlotte Brown*  
*Susan Connelly*  
*Alan Russell*

4. The Trustees are responsible for raising, investing and distributing Trust funds.

## **SUMMARY OF THE THIRTY-FOURTH ANNUAL REPORT – 2024/2025**

5. During the current year, the Trust attracted financial support, invested capital, invited applications for the thirty-second annual award, and decided that Anastasia Dimousi, Ella Ritchie and Alexandra Meckler would split the Award.
6. The Annual Report was approved by the Trustees on 2<sup>nd</sup> March 2026 subject to minor revisions. The Annual Report can be found on the Trust's website [here](#).

## **ACTIVITIES SINCE LAST ANNUAL REPORT**

7. The Trustees met remotely on four occasions between November 2024 and September 2025. The Trust have considered that post-covid, meetings will be conducted online. Minutes of all meetings are available and may be inspected on request to the Secretary or any Trustee. The main tasks this year have been to:
  - invest capital accrued
  - arrange for the offering of the Award for 2024 award
  - launch and decide the Award for 2024
  - improve the Trust's social media presence by promoting the Trust's [LinkedIn](#) account
  - working to secure the long-term future of the Trust.
8. There was no JBT raffle at this years' Scottish Young Planners Conference. Given Paul's role as Chair of the Scottish Young Planners Network it was difficult to run it due to his active involvement in the running of the event. It is anticipated than following Paul's role as Chair, he may be able to attend to the conference with the intention of running the raffle.

## **THE ANNUAL AWARD**

9. Having regard to income flow and capital investment the Trustees agreed to invite applications for an Award of £5,000 in 2024. In Autumn 2024, details of how to

apply were sent to the Heads of Department of the RTPI accredited Planning Schools in Scotland. The Award was also publicised over LinkedIn and received a significant amount of exposure. Applicants were invited to submit their application for the Award by filling in an online submission. Applicants were prompted to provide the following information by the end of October 2024:

- Are they required to participate in a self-funded fieldtrip
- Are they in paid employment
- Are they a carer
- Are they a volunteer
- Have they received another bursary/scholarship award
- Provide details about why they chose to study planning in Scotland and how the Award would be beneficial to them

10. This was the second year of using this method for receiving applications and it was agreed by Trustees to continue using the [Fillout platform](#).
11. Twenty-four applications were received. The Trustees would like to record their appreciation of the efforts made by all applicants. The Trustees agreed that Anastasia Dimousi (£2,000), Ella Ritchie (£2,000) and Alexandra Meckler (£1,000) would split the Award. All recipients were also offered a free place at the 2024 RTPI Scottish Young Planners Conference.

#### **FINANCIAL STATEMENT: 2024/2025**

12. The Jim Boyack Memorial Trust is a Scottish charity SC018362. The accounting period is 1st October 2024 to 30th September 2025. The accounts to 30 September 2025 as submitted to the Office of the Scottish Charity Regulator are set out overleaf.
13. Capital was supplemented by income received from those offering Gift Aid, donations, tax rebates and interest from funds held at the bank however the returns have been impacted by market disruption caused by COVID. Currently 13 regular Gift Aid donors provide a guaranteed flow of income. The Trustees are particularly grateful for continuation of this core support that also offers tax benefit.

#### **THE FUTURE**

14. The Trustees have worked to ensure the future of the Trust by continuing to strengthen and refresh the role of the Trustees, and engaging new Trustees who are engaged with planning in Scotland. The Trustees are grateful for the invaluable support and commitment from everyone who has played a key role in the Trust's growth and financial stability.
15. The Trustees will continue increasing the capital available for investment and consequently for passing income on to beneficiaries. The Trustees will continue to seek independent advice as appropriate on its investment strategy. The Trustees welcome donations, via the Gift Aid Declaration forms or the Will Legacy Gift leaflet (Appendices 3 and 4).
16. These, and further donations, may be sent to The Jim Boyack Memorial Trust, c/o RTPI Scotland, 4th Floor, 121 George Street, Edinburgh EH2 4YN E-mail: jimboyacktrust@gmail.com
17. RTPI Scotland continues to provide administrative support to the Trust albeit at a reduced level.

### **THE 2025 AWARD**

18. The Trustees' timetable in 2025 was:

- Sept/Oct 2025: Details of Award, including the closing date for applications, promoted to the accredited Scottish Planning Schools.
- Early November 2025: Closing date for receipt of applications.
- Mid November 2025: Trustees consider applications.
- December 2025: Applicants informed of Trustees' decision.

19. RTPI Scotland continues to provide administrative support to the Trust albeit at a reduced level.

## 2024/2025 Accounts

**Jim Boyack Memorial Trust  
SC 018362  
34th Annual Report**

**Receipts and Payments Account  
Year to 30th September 2025**

**Receipts and Payments for year ended 30th September 2025**

### **RECEIPTS**

	To Sept. 2024 £	To Sept. 2025 £
Total Income from Covenants	857	787
Income from raffles etc.		0
Income from investments	1853.71	1998.77
Tax Rebate	416	206.75
Donations	nil	nil
Grant Scottish Government		2500
<b>Total Receipts</b>	<b>3126.71</b>	<b>5492.52</b>

### **PAYMENTS**

Annual Awards	2000	5000
Postage & Admin.	nil	nil
Professional Fees	nil	nil
<b>Total Payments</b>	<b>2000</b>	<b>5000</b>
Disposal of Investments	nil	nil
Purchase of Investments	nil	2000
Net Movement of Investments	nil	nil
<b>NET SURPLUS (DEFICIT) for YEAR</b>	<b>1126.71</b>	<b>492.52</b>

**Jim Boyack Memorial Trust**  
**SC 018362**  
**34th Annual Report**

**Statement of balances for year ending 30th September 2025**

	<b>As at Sept. 2024 £</b>	<b>As at Sept. 2025 £</b>
<b>GENERAL FUNDS UNRESTRICTED</b>		
Opening Cash Balance	6562.39	7689.1
Surplus (Deficit) for Year	1126.71	492.52
Net Movement of Investments		(2000)
Closing Cash Balance	<hr/> 7689.1	<hr/> 6181.62
Opening Investments at Cost	41092.2	43863.90
Additions in Year	nil	2000
Disposals in Year	nil	nil
Adjustments in Market Valuation	2771.7	1470.79
Closing Investments at Market Valuation	43863.9	45334.69
<b>TOTAL GENERAL FUNDS</b>	<hr/> <b>51553.00</b>	<hr/> <b>51516.31</b>
<b>REPRESENTED BY:</b>		
<b>Cash at Bank</b>	7689.1	6181.62
<b>Investments at Market Value</b>		
Reassure (formerly Old Mutual) (No. SIB 006628796, Mkt value 30/9/2025)	7662.84	7325.64
M&G (No. 0024017832 Mkt val'n 30/09/2025)	10821.86	13724.87
COIF Charities Investment Fund (No. 11244001T, Mkt value at 30/9/2025)	25379.20	24284.18
<b>Total Investments at Market Value</b>	<b>43863.90</b>	<b>45334.69</b>
<b>TOTAL UNRESTRICTED FUNDS.</b>	<hr/> <b>51,553.00</b>	<hr/> <b>51516.31</b>

# DECLARATION

## DECLARATION

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

Signed on behalf of the charity trustees.

Signature.....*Paul Lawson*.....

Full Name PAUL LAWSON

Position CONVENOR

Date *4th June* 2026

Signature.....*John Esslemont*.....

Full Name JOHN ESSELMONT

Position TREASURER

Date *4th June* 2026

## **APPENDICES**

1. The Independent Examiner's Report to Office of the Scottish Charity Regulator
2. List of Names of Beneficiaries
3. Will Legacy Gift Leaflet and Codicil
4. Gift Aid Declaration Form

**Appendix 1: The Independent Examiner's Report to Office of the Scottish Regulator**



		<b>Independent examiner's report on the accounts</b> v2				
<b>Report to the trustees/members of</b>	Charity name	<b>Jim Boyack Memorial Trust</b>				
<b>Registered charity number</b>	SC	018362				
<b>On the accounts of the charity for the period</b>	Period start date			to	Period end date	
	Day	Month	Year		Day	Month
	01	10	2024		30	09 2025
<b>Set out on pages</b>						(remember to include the page numbers of additional sheets)
<b>Respective responsibilities of trustees and examiner</b>	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 (as amended). 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.					
<b>Basis of independent examiner's statement</b>	My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 view given by the accounts.					
<b>Independent examiner's statement</b>	In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]					
	1. which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> <li>• to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</li> <li>• to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</li> </ul> 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.					
<b>Signed**:</b>	Stephen Curtis	Date:	11/05/2026			
<b>Name:</b>	Stephen Curtis					
<b>Relevant professional qualification(s) or body (if any):</b>	CIMA Exams Completed					
<b>Address:</b>	36 St. Joseph's Court Dundee DD1 5AB					

## 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



## Appendix 2: List of Names of Beneficiaries

### Jim Boyack Memorial Trust: List of Names of Beneficiaries

No.	Year	Name	Course	Award
1	1993	Stephen Fitzpatrick	P/g UoS	£250 + Annual Conf..
2	1994	Alan Findlay	P/g UoS	£250 + Annual Conf..
3	1995	Patricia Connolly	U/g UoD	£250 + Annual Conf.
4	1996	Neil Sutherland	P/g HW	£250 + Annual Conf.
5	1997	Lyndsay Tough	P/g UoS	£275 + Annual Conf.
6	1998	Nikki Sills	P/g UoS	£300 + Annual Conf.
7	1999	James Reilly	U/g HW	£300 + Annual Conf.
8	2000	Ian Conway	P/g UoS	£350 + Annual Conf.
9	2001	Murray Agnew	U/g UoD	£400 + Annual Conf. + travel
10	2002	Kevin Treadwell	U/g HW	£750 + Annual Conf. + travel
11	2003	*Kevin Treadwell & *Rebecca Caines	U/g HW U/g HW	£375+ Annual Conf. + travel £375 + Annual Conf. + travel
12	2004	James Adam Gordon	U/g HW	£850 + Annual Conf. + travel
13	2005	Jassodra Ramlokhan	U/g HW	£1,000 + Annual Conf. + travel
14	2006	Natalie Scott	P/g HW	£1,000 + SYPC + travel
15	2007	Amanda Munro	U/g UoD	£1,000 + SYPC + travel
16	2008	Tendai Mutasa	U/g HW	£1,500 + SYPC + travel
17	2009	Stephen Granger	U/g HW	£1,500 + SYPC + travel
18	2010	Andrew Ballentine	P/g Adeen	£1,500 + SYPC + travel
19	2011	Katherine McKay & Darran McKellar	U/g HW U/g HW	£1,000 + SYPC + travel £500
20	2012	*Vanessa Honore & * Ashleigh-Gayle Murray	P/g HW U/g HW	£750 + SYPC + travel £750 + SYPC + travel
21	2013	Jane Weir	U/g HW	£1500 + SYPC + travel
22	2014	Charlotte Brown Priya Kay	U/g UoD P/g UoG	£800 + SYPC + travel £800 + SYPC + travel
23	2015	Charlene Glass	U/g HW	£1750 + SYPC + travel
24	2016	Brian McLemon Murray Rankin	P/g UoG P/g UoG	£1000 + SYPC + travel £1000 + SYPC + travel
25	2017	Wesley Ritchie	U/g HW	£2000 + SYPC + travel
26	2018	Tokini Kent Susan Rintoul	UoD UoD	£1000 + SYPC + travel £1000 + SYPC + travel
27	2019	Sarah Crowe	UoD	£2000 + SYPC
28	2020	Kacper Kantowicz Megan Barrie	U/g HW P/g UoG	£1,000 £1,000
29	2021	Anna Edovina Constance Damiani	P/g UoD P/g UoG	£1,000 + SYPC £1,000 + SYPC
30	2022	Azin Shafieinasab Callum Connolly	P/g UoG P/g UoG	£1,500 + SYPC £1,500 + SYPC
31	2023	Joseph Iles	P/g UoG	£2,000 + SYPC
32	2024	Anastasia Dimousi Ella A Ritchie Alexandra Meckler	P/g UoG P/g UoG U/g UoD	£2,000 + SYPC £2,000 + SYPC £1,000 + SYPC

**Notes**

P/g: postgraduate student

U/g: undergraduate student

Adeen: University of Aberdeen

HW: Heriot Watt University, Edinburgh

UoD: University of Dundee

UoS: University of Strathclyde

UoG: University of Glasgow

SYPC: Scottish Young Planners' Annual Conference

SAC: Scottish Annual Conference

\* These beneficiaries were unable to take up the offer of a free place at the Annual RTPI in Scotland Conference owing to course commitments.

# The Jim Boyack Memorial Trust

## Investing in Tomorrow's Planners

### The Trust

The Jim Boyack Memorial Trust was established in memory of Jim Boyack, Senior Vice President of the Royal Town Planning Institute (RTPI) Scottish Branch at the time of his death in August 1990. The Trust was set up in gratitude for his life, and distinguished work, enthusiasm and contribution towards the planning profession in Scotland.

Jim was passionate about the planning profession and the role it would play in creating a more inclusive and sustainable society. He also believed in encouraging young planners to become involved in the Institute and to contribute fresh ideas to help the profession evolve and remain relevant to the changing demands placed upon it.

It is recognition of Jim Boyack as a person and as a planner that the Trust makes an annual award to students undertaking or extending their planning studies in Scotland on RTPI accredited courses. Studying for a degree takes dedication and requires a significant financial outlay. The annual Awards help ease financial burdens for young people, allowing them to progress their studies with greater confidence and security.

Jim's life was dedicated to giving and helping others. By supporting the Trust you can ensure his spirit of enthusiasm and generosity will continue to be remembered. The Trust fund has been created solely by the personal charitable generosity of professional planners and others who support Jim Boyack's legacy.

The Trustees are concentrating on accruing capital, so that the interest accrued can provide significant available funds annually to make the Trust an increasingly benevolent source of financial support for young Scottish planners.

### Your Legacy

By deciding to support the Trust you are helping to expand and ensure the long term stability of the fund. To include the Trust in your Will is straightforward, and all you have to do is to speak to your solicitor. If you are updating your Will your solicitor can add a simple CODICIL expressing your wishes to remember the Trust. A sample Codicil wording form is noted below.

To commemorate every person who leaves a legacy we enter their names in our Benefactor's Book. If you already have a Will and you would like to amend it to include a donation to The Jim Boyack Memorial Trust, you can do so using this form.

A Codicil does not have to change the terms of your current Will, it can simply add a new and additional instruction. Once completed, and witnessed by either one person (if your Will was drafted under Scottish Law) or two people (if your Will was drafted under English law), you should send your Codicil to your solicitor. If you have any queries regarding the wording of this Codicil, please consult your solicitor.

**Jim Boyack Trust**

c/o RTPI Scotland, 4th Floor, 121 George Street, Edinburgh EH2 4YN

# The Jim Boyack Memorial Trust

## Investing in Tomorrow's Planners

### **CODICIL WILL LEGACY GIFT**

***In block capitals:***

I, .....(Full Name)  
Of: ..... (Address)  
.....  
Post Code .....

HEREBY DECLARE this to be a Codicil to my Will date ..... / ..... / .....

I direct my Executors to make payment of a legacy of  
..... Sterling (£)

free of expense in settlement thereof but without interest to The Jim Boyack Memorial Trust, c/o RTPI Scotland, 4th Floor, 121 George Street, Edinburgh EH2 4YN (Recognised Scottish Charity – reference: SC 018362 2), declaring that (One) the receipt of an authorised official shall be sufficient discharge to my Executors and (Two) I hereby confirm my said Will in all other respects: IN WITNESS WHEREOF these presents are subscribed as follows:

Signed by: ..... (Signature)  
At: ..... (Address)  
.....  
Post Code .....

on the: ..... day ..... month ..... 20 ..... year

In my/ our presence, who at his/ her request and in his/ her presence have hereunto subscribed my/ our name as witness(es) hereto.

**WITNESSED BY:**

1. Signature: .....  
Full Name: .....  
Address: .....  
..... Postcode: .....
2. Signature: .....  
Full Name: .....  
Address: .....  
..... Postcode: .....

**RTPI Scotland, 4th Floor, 121 George Street, Edinburgh EH2 4YN**  
**[jimboyacktrust@gmail.com](mailto:jimboyacktrust@gmail.com)**  
**<http://jimboyacktrust.wordpress.com>**

A charity registered in Scotland No. SC 01836



**The Jim Boyack Memorial Trust**

**c/o RTPI Scotland, 4th Floor, 121 George Street, Edinburgh EH2 4YN**

**[jimboyacktrust@gmail.com](mailto:jimboyacktrust@gmail.com)**

**<http://jimboyacktrust.wordpress.com>**

A charity registered in Scotland No. SC 018362