

**THE DUKE OF EDINBURGH'S AWARD  
PERTH & KINROSS ASSOCIATION**

**CHARITY NO. SC051572**

**RECEIPTS AND PAYMENT ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2024**

**EQ Accountants Limited  
Pentland House  
Saltire Centre  
Glenrothes  
KY6 2AH**

THE DUKE OF EDINBURGH'S AWARD  
PERTH & KINROSS ASSOCIATION

CHARITY NO. SC051572

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees have pleasure in presenting their report together with the financial statements for the year ended 31 March 2024. The 2023 & 2024 financial statements were prepared on a merger basis, incorporating the records of The Duke of Edinburgh's Award Perth & Kinross Association- SCIO- charity number – SC051572 with Perth & Kinross Duke of Edinburgh's Award Assoc – charity number – SC021937.

Perth & Kinross Duke of Edinburgh's Award Assoc – charity number – SC021937 was wound up and assets were transferred to the SCIO in April 2024.

Principles Address

The Award Office  
Kincarrathie House Drive  
Perth  
PH2 7HX

Email

[admin@pkdofe.com](mailto:admin@pkdofe.com)

Website

[www.pkdofe.com](http://www.pkdofe.com)

Current Trustees

Robin Illsley (Chairperson)  
Gavin Lindsay (Vice Chairperson)  
David Sands (Treasurer)  
Gillian Whytock (Secretary)  
Elaine Howie (Committee Member)  
Evelyn Menzies (Committee Member)  
Paul Rennie-Smith, (Committee Member)  
Gail Vaux (Committee member)  
Jackie Mason (Committee member)  
Lynn Jack (Committee member)

Recruitment and Appointment of Trustees

Anyone who would like to become a Trustee can put forward their name for consideration to the board. The board will then make a decision on an individual basis regarding the suitability of the applicant.

Membership elects an Executive Committee.

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Constitution

The Charity is a Scottish Charitable Incorporated Organisation (a SCIO). It was registered on 08 February 2022. The SCIO was formed to take over the activities, assets and liabilities of Perth & Kinross Duke of Edinburgh's Award Association, SC021937.

Charitable Purpose

To advance the mental, physical and spiritual welfare of young people between the ages of 14-25 years old by promoting the scheme of Awards known as the Duke of Edinburgh's Award.

And in particular (but without prejudice to the generality of this object) :

- i) to assist young people to participate in the scheme;
- ii) to establish a group of users to co-ordinate the delivery of the Scheme at local level;
- iii) to promote the Scheme locally, by recruiting adults, helping to establish Open Award Centres and use the media;
- iv) to pool resources of leadership, equipment and facilities;
- v) to help participants who have started the Scheme under one Operating Authority to link up with other agency to complete the Award;
- vi) to help independent participants not attached to particular Award Units;
- vii) to arrange Award Presentations in consultation with the Operating Authority;
- viii) to train new leaders and volunteers;
- ix) to maintain contact with Award Holders;
- x) to monitor standards to ensure a degree of uniformity;
- xi) to share good practice to improve standards.

Reserves

Level of unrestricted reserves are £86,392 to cover liabilities should the charity wind up plus restricted funds of £103,721.

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Chair's Report March 31st 2024

In last year's annual report we said we will

**Continue to generate income and increase our capacity to consolidate and expand**

- As of 31 March 2024, we had generated £10,724 for services provided.
- In total, we received £308,107 and have several more bids in the pipeline.
- A strategic funding strategy has been researched, written and approved by the Trustees.
- We have appointed an Operations Manager who will monitor expenditure and assist with the implementation of the funding strategy.
- We have appointed a Youth Services Manager from within our team to lead the development workers and liaise closely with referrers.
- Our finances are better tracked with the use of Xero software and Trustees have a richer source of analytic information to assist their monitoring of income and expenditure.
- Generating funding is extremely difficult in the current climate and we recognize the challenges ahead and the support needed by us all to assist our very experienced fund raising manager.

**Expand the number of volunteers and mentors**

- Our group of adult volunteers in the garden at Megginch expanded to 5. The consequence is the garden is now well maintained and thriving with flowers and vegetables giving the young people a variety of experiences – both gardening, hard landscaping and cooking the produce grown.
- Two of our gardeners have become gardening volunteer "leaders" and act as mentors to others.
- We hold celebration events eg a Christmas celebration where we thank our volunteers.
- Our WhatsApp group helps to promote communication and team spirit within the group.

**Develop Cultrybraggan Camp as a centre for residential experiences for those with ASN**

- Work started in Autumn 2023 after an incredible fundraising effort. £140,000 was raised enabling us to undertake more extensive renovations than previously thought possible.
- CDT agreed to undertake the planning permissions, and associated paperwork such as Building warrant at no cost to ourselves.
- Work ongoing in March 2024.
- The hut was visited by a wheelchair user and checked for user functionality.
- Discussions progressing for partnership work with other camp groups eg First Aid, Green Woodworking, the "Men's Shed".

**Develop our Distance Learning Hub so it is the "go to" resource for those seeking assistance with their sectional challenges – or simply fun challenges to do.**

- Sign ups have rocketed to 966.
- We provide online mentoring and assessor help to over 90 young people.
- The range of sets of modules has increased massively reaching out to a wider audience. New modules include "helping Save the World", "Upstream Battle and Marine Litter", Advanced Yoga, and "Hidden Sunflowers".
- Audio files continue to be added to enable those with visual impairment and/or reading difficulties, to have access.
- People from all over the world use the hub.
- We have maintained it as a free resource thereby reducing barriers to its use.
- The translated modules into other languages have had very positive feedback.

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**Ensure our learning experiences are of the highest quality and fitted to the needs of young people**

- We provide a range of "Starfish programmes" for groups of young people which are matched to their needs. Groups this year include Forfar Academy, Kinross High School, CASA (for refugees and asylum seekers), Perth Autism, and Young Carers.
- We continue to provide high nurture programmes on a 1:1 basis with referrals coming from Social Work. This year increasing numbers of parents contact us directly.
- A revised referral procedure has been introduced with forms available on our website for the first time.
- Our range of locations, and activities we can provide, enables us to match need. Megginch Castle Estate provides, privacy, security, a calm environment, a therapeutic environment, but also an environment with lots of experiences – including heritage, wildlife, gardening, woodwork, archery, outdoor cookery, bushcraft, meditation, navigation, photography, fitness trail, and socialising in the Coorie Hoose. We use Aberdalgie Church for Christmas wreath making and are looking to use it as a base for other activities. Cultrybraggan will enable us to provide a progressive experience for those a little more confident and able to be further away from home. And we use other locations for walks, paddleboarding, litter picks, and new environments eg the beach! This year we have agreed with Bamff Estate that we can use their rewilding areas and an indoor facility in inclement weather.
- New staff this year enable us to provide a wider range of activities matched to need.
- Our programmes now include, the John Muir Award, the Saltire Award, the Heritage Hero Award, the Duke of Edinburgh's Award, the National Navigation Award Scheme, the Dynamic Youth Award and Outdoor Learning Awards.
- We ensure that staff are "matched" to the young people to best meet needs.

**Achievements/Award successes and personal development impact statistics of our very high nurture group of young people (51 participants) worked with demonstrates the great progress they have made**

Bronze sectional certificates earned	43
Silver sectional certificates earned	27
Gold sectional certificates earned	4
Full bronze Awards	4
Full Gold Awards	3
Saltire Awards	17
Heritage Hero	1
Young people went on to College	3

Showed Improved	Strong Improvement %	Good Improvement %	Moderate Improvement %	Some Improvement %
Confidence	22	55	20	3
Communications	0	59	31	10
Self Esteem	6	35	51	8
Attendance	84	8	8	0
Leadership	8	25	53	14
Responsibility	10	25	61	4
Empathy	37	43	16	4
Resilience	53	37	8	2

This year we have worked with a total of 236 young people.

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**Ensure our communication and dialogue with referring groups is the best it can be**

- Pre programme planning and review meetings continue to be offered to referrers.
- Referral forms piloted and revised. These are now on our website to speed up the referral process.
- We continue to show willingness to attend case conferences and provide progress reports.
- We continue to listen and respond to referrers needs and reviews.
- This year we are pleased to see an increase in the number of direct contacts by parents seeking support.

**Reach out to even greater numbers of young people as our capacity permits**

- Our staff do a remarkable job supporting young people with a high level of need, ratios varying from 1:1 to 2:6 This year we have increased the numbers we support directly to from 194 to 236.
- Increasing numbers of young people, from around the world, receive on line mentoring and assessment on the DL Hub.
- 5 individuals supported on a 1:1 basis and a "Siblings Group" being run for the first time.
- 88 young people have experienced the Starfish Way programme this year, from 8 week blocks to 30 week blocks.
- New groups set up – Perth Open ASN group, Perth Autism, Forfar Academy, Kinross.

**Value Our Staff**

A huge variety of training is provided to equip our staff with the most relevant experiences and skills. This can be through paid courses, in house training or peer mentoring.

A sample of training completed this year –

- Digital Lifelines Digital Champions
- Bushcraft
- Hills and Skills Course
- Cognitive Behavioural Therapy Practitioner Certificate
- Developmental Trauma in Children
- Site Specific Archery Sign Off
- Navigation Training
- Introduction to Climbing
- Resilience Training
- Leadership Training
- Keap Automations
- Climate Solutions Accelerator

**Other notable achievements include**

- Our infrastructure at Megginch continues to improve – a water supply is now fitted to our Coorie Hoose.
- Our 5 year strategic plan has now been published in glossy copy for distribution
- Our Trustee team is at full strength with specialists in HR, Marketing, Education, Outdoor Learning, Law, D of E, Law and Finance all in place.
- Our Funding Manager has secured over £300,000 in an incredibly competitive environment with charities all vying with one another for decreasing availability of funds.

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- A funding strategy was written by our Funding Manager and gained approval from the Trustees. A sub group is being formed to take this forward.
- We have lots of case studies showing the impact of our work on young people with a complexity and range of needs.

**Next steps**

- Complete Culterbraggan and make it operational.
- Provide ASN residential, independent living opportunities, opportunities for young people in Western Perthshire. Through this generate much needed cash income for our unrestricted reserves.
- Ensure we have income for our staffing, the most valuable resource we have.
- Build an outdoor kitchen and covered workspace at Megginch (based on consultation with our young people).
- Create heritage trails at Megginch, Culterbraggan and Aberdalgie.
- Increase the variety and number of additional awards gained by young people.
- Implement our marketing strategy and gain substantial corporate sponsorship.
- Further develop our DL Hub – we wish to develop an App to increase its user friendliness further, to continue to develop partnerships, to make modules inclusive and empowering, translate more modules into other languages.
- Generate £250,000 for 24/25 through a combination of grants and contracts.
- Implement the funding strategy in a proportionate way.
- Build action plans based on our strategic plan for the next three years.
- Aim to generate £30,000 of income, through contracts.

**Concluding thoughts**

Several years ago, when I took up the role of Chair, I was asked "what difference would it make if our organization ceased to exist?" A searching question, well aimed, and very appropriate. For it challenged us to ensure that everything we did, not only made a difference, but made a difference that was much needed.

I suggest it is a question that all charities should ask of themselves, on a regular basis, to ensure there is no complacency in what we do and that our work matches the needs of the community we serve.

So, in 2024, is our organization needed? Is it making a positive, and invaluable, difference? Are our funders spending their money wisely when investing in us?

In March 2024 we made a direct, and positive impact, on the lives of over 1,000 young people. And on their parents and carers. And on the professionals and volunteers supporting them. Over the year we have concentrated our energies on 236 young people with significant support needs. We have supported 14 individuals with highly complex needs on a 1:1 basis. We have worked with new groups, Kinross, Perth Autism, "Children Alone and Asylum Seekers", PKAVS and Forfar Academy. The need is there and we are doing our very best to respond.

I think words from parents, young people and support professionals convey the impact better than statistics ever can. Our website, our newly released 5 year strategy document, and our 2024 annual report are packed with quotations and photos demonstrating the difference we make. But let's reflect on the words of this parent – "my son is so happy and grateful to be with everyone. Before he was so lonely and isolated". And also a Gold Award holder – "I can do anything if I put my mind to it – through all the opportunities I have been given .... We should all be given opportunities, no matter who we are or our disabilities".

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With us, young people no longer feel lonely, lost and without hope. They are all given opportunities. They experience personal achievement, they feel safe, they feel supported, and they are able to learn, grow and believe in themselves without the fear of bullying, ridicule or failure.

Humans are stronger together, working for and believing in each other. Being kind. Offering help and being prepared to receive help too. Avoiding prejudice. Being tolerant of other people's views. Learning together. Supporting one another. Never giving up.

And so it is with our Association. We are one big team. Our staff, our sponsors, our partners both in youth services and in the estates and community organisations that link with us, our Trustees, our volunteers, our parents and carers, our young people. We do this together, for each other, but particularly for our young people.

Thank you to everybody who contributes to our work and purpose.

I think we need to change the question. We know we make a difference. The question should be – who will help us reach out to even more young people who are lost, lonely, without hope and lacking in opportunities?



Robin Illsley  
Association Chair

March 2024

THE DUKE OF EDINBURGH'S AWARD  
PERTH & KINROSS ASSOCIATION

**Independent Examiner's Report to the Trustees of Perth & Kinross Duke of Edinburgh's  
Award Association**

I report on the accounts of the Charity for the year ended 31 March 2024 which are set out on pages 9 to 12.

**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 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 view given by 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
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave 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.



Name: Steven Todd

Professional Qualification: Chartered Accountant

Address: EQ Accountants Limited, Pentland House, Saltire Centre, Glenrothes, KY6 2AH

Date: 25/11/2024

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RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted	Restricted	Total 2024	Total 2023
		Funds 2024	Funds 2024		
<b>Income</b>					
Donations	3	2,655	6,000	8,655	1,010
Grants	4	54,077	247,630	301,707	152,666
Sale of assets		0	4,000	4,000	0
Other Income	5	477	0	477	5
Charitable activities	6	11,532	0	11,532	46,316
		68,741	257,630	326,371	199,997
<b>Expenditure</b>					
Expenses for fundraising activities					
Wages & Pension Payments		24,575	96,136	120,711	130,596
Rent & Rates		4,007	300	4,307	3,600
Insurance		2,781	0	2,781	2,677
Fuel & Transport Expenses		3,523	1,200	4,723	3,942
Heat & Light		1,764	1,445	3,209	2,523
Postage, Telephone, & Stationery		995	129	1,124	2,216
Computer Expenses		1,511	52	1,563	3,093
Repairs & Renewals		1,527	0	1,527	1,155
Professional Fees		16,121	5,030	21,151	18,205
Advertising		92	0	92	265
Miscellaneous Expenses		396	0	396	1,928
Training Expenses		202	944	1,146	1,373
Distance Learning HUB Expenses		761	2,372	3,133	2,525
Starfish Way Expenditure		4,428	860	5,288	16,626
PKAVS Group		0	0	0	307
Charges & interest		37	0	37	6
Boma Expenses		338	237	575	0
Subscription		2,209	290	2,499	0
Cultybraggan Running Costs		336	0	336	0
		65,603	108,995	174,598	191,037
Purchase of equipment		4,479	15,842	20,321	4,145
Cultybraggan Refurbishment Cost - Habitable		0	106,198	106,198	0
Cultybraggan Refurbishment Cost - Other		0	7,500	7,500	0
		70,082	238,535	308,617	195,182
Transfer between funds		25,912	-25,912	0	0
<b>Net Surplus/(deficit)for Year</b>		<b>24,571</b>	<b>-6,817</b>	<b>17,754</b>	<b>4,815</b>

STATEMENT OF BALANCES

Opening Bank Balance	61,789	110,538	172,327	167,512
Opening Cash Balance	32	0	32	32
	61,821	110,538	172,359	167,544
Surplus/(Deficit) for year	24,571	-6,817	17,754	4,815
	86,392	103,721	190,113	172,359

**Represented by:-**

Closing Bank Balance (See Notes to the Accounts)	86,316	103,721	190,037	172,327
Closing Cash Balance	76	0	76	32
	86,392	103,721	190,113	172,359
Assets other than cash on hand and at bank (est value)	21,612	0	21,612	12,335
Estimated amounts receivable	1,236	0	1,236	8,269
Estimated liabilities	6,804	1,960	8,764	2,890

Approved by Trustees

20/11/24

Dated

R Illsley, Chairman

THE DUKE OF EDINBURGH'S AWARD  
PERTH & KINROSS ASSOCIATION

YEAR ENDED 31 MARCH 2024  
NOTES TO THE ACCOUNTS

1 **Basis of accounting**

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

2 **Nature and purpose of funds**

Unrestricted funds are those that may be used at the discretion of the trustees in the furtherance of the objects of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for a specific purpose

Transfers between funds relate to amounts reallocated to unrestricted funds.

	Unrestricted	Restricted	<b>2024</b>	<b>2023</b>
	Funds	Funds		
<b>3</b>	<b>2024</b>	<b>2024</b>		
<b>Donations</b>				
Blairgowrie Rotary Club	0	500	500	
DL HUB	1,255	0	1,255	1,010
Forteiot Trust	1,400	0	1,400	0
Iain Munro	0	500	500	0
Persimmon	0	5,000	5,000	0
	<b>2,655</b>	<b>6,000</b>	<b>8,655</b>	<b>1,010</b>

In addition to the above, the Gannochy Trust provides office facilities to the Charity at a subsidised rate of £3,600 per annum as opposed to the market rate of £7,500 per annum.

Gardening equipment with an estimated value of £500 was donated to the Trust from IBIG.

Due to the Trust paying refurbishment cost, they have a rent free period at Cltybraggen for 5 years.

**THE DUKE OF EDINBURGH'S AWARD  
PERTH & KINROSS ASSOCIATION**

**YEAR ENDED 31 MARCH 2024  
NOTES TO THE ACCOUNTS**

4	<u>Grants</u>	Unrestricted		Restricted	
		Funds	Funds	2024	2023
		<u>2024</u>	<u>2024</u>		
	Albert Hunt Trust	0	0	0	2,000
	ALPKIT	0	0	0	300
	Allander Youth Activities	0	500	500	0
	Asda Foundation	0	580	580	400
	Community Investment fund	0	0	0	5,500
	Digital Lifelines small grants	0	0	0	10,000
	Dof E Resilience Fund	0	0	0	990
	Flourish grant	0	0	0	10,000
		0	0	0	1,400
	Foundation Scotland SW	0	0	0	5,000
	Kinrossshire Fund	0	0	0	3,000
	Lottery Awards For All	0	0	0	9,850
	Lottery Fund	0	0	0	8,280
	Lottery Young Start	0	35,000	35,000	35,000
	Lottery Young Start Addition	0	1,750	1,750	0
	Ninevah Trust	0	0	0	2,000
	P&K Place Based Investment Fund - Cultybraggan	0	60,400	60,400	0
	Percy Bilton Charity	0	0	0	500
	Perth City Boys	0	800	800	0
	Perth Rotary Club	0	1,500	1,500	1,200
	PKC - Upskilling fund	11,577	0	11,577	1,480
	P&K Mental Health & Wellbeing Fund	0	10,000	10,000	0
	Princes Trust Charity - Transport/Expedition	0	1,000	1,000	0
	Reaching New Scots	0	29,000	29,000	0
	Skipton Charitable Foundation	0	0	0	2,016
	Support in Mind	0	2,500	2,500	0
	The Gannochy Trust - Cultybraggan	0	41,000	41,000	0
	The Gannochy Trust (Core Funding)	40,000	0	40,000	40,000
	The Rank Foundation	0	3,100	3,100	0
	The Robertson Trust	2,500	25,000	27,500	3,750
	The Stafford Trust	0	0	0	5,000
	True Colours	0	0	0	5,000
	Womens Fund for Scotland	0	1,000	1,000	0
	Wooden Spoon - Cultybraggan	0	34,500	34,500	0
		<hr/> <u>54,077</u>	<hr/> <u>247,630</u>	<hr/> <u>301,707</u>	<hr/> <u>152,666</u>

THE DUKE OF EDINBURGH'S AWARD  
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YEAR ENDED 31 MARCH 2024  
NOTES TO THE ACCOUNTS

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2024	2023
<b>5 Other Income</b>	<b>2024</b>	<b>2024</b>		
Cashback & Interest - Virgin Money	450	0	450	5
Amazon Smile	27	0	0	0
	<u>477</u>	<u>0</u>	<u>450</u>	<u>5</u>

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2024	2023
<b>6 Gross Receipts from Charitable Activities</b>	<b>2024</b>	<b>2024</b>		
Minibus, Boma & Equipment hire	677	0	677	460
Activities & training sessions	10,855	0	10,855	45,856
	<u>11,532</u>	<u>0</u>	<u>11,532</u>	<u>46,316</u>

**7 Transactions between the charity and any charity trustee**

No Trustee received remuneration in the year ( 2023- Nil). One Trustee was reimbursed for mileage - £564

(2023- £471)

One Trustee was reimbursed for professional fees - £Nil ( 2023- £600)

**8 Breakdown and Movements in Restricted Funds**

Fund	Balance at 01 April 2023	In	Out	Transfer In/(out)	Total 2024	Total 2023
Mini bus	5,800	9,750	0		15,550	5,800
Starfish	42,026	38,250	-47,135		33,141	42,026
Conservation	1,175	1,250	-2,060		365	1,175
Hub	18,280	0	-15,968		2,312	18,280
Training	1,480	0	0		1,480	1,480
Cultybraggan	26,216	3,100	-304	-25,912	3,100	26,216
Pizza	0	0	0		0	0
Staff salaries	15,561	38,500	-45,503		8,558	15,561
Purchase of electric BBQ	0	580	-571		9	0
CASA group expenses and staff costs	0	28,500	-11,003		17,497	0
Cultybraggan fund – in relation to refurbishment	0	135,900	-115,544		20,356	0
Travel	0	800	0		800	0
Funding for an individual	0	1,000	-447		553	0
	<u>110,538</u>	<u>257,630</u>	<u>-238,535</u>	<u>-25,912</u>	<u>103,721</u>	<u>110,538</u>

Mini bus fund - monies to be used to purchase a mini bus

Starfish fund- monies to be used to coach & mentor

Conservation/gardening/outdoor activities fund - monies to be used to assist with outdoor pursuits

Hub fund - monies to be used to refurbish room & supply computers - used by young people and their families

Training fund - monies to be used upskilling employees an volunteers

Cultybraggan fund - monies to be used towards costs associated with running the activity centre

Pizza fund - monies to be used to purchase a pizza oven

Staff salaries fund- monies to be used towards general staff salaries

Purchase of electric BBQ

CASA (Children alone seeking asylum) - group expenses and staff costs

Cultybraggan fund – in relation to refurbishment & equipment purchases

Travel cost

Funding for an individual to attend activities

