PENICUIK COMMUNITY EDUCATION ASSOCIATION

ANNUAL REPORT 2015-2016

Carnethy Community Centre

Muirhead Place

Penicuik EH26 8AG

SATURDAY

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SCT 29/10/2016 #102

COMPANIES HOUSE

Chairperson Report 2015 - 2016

My name is Hazel McCall and I am the Chairperson of the PCEA. I am also on the Management Committee of the Crystal Radio Station. The PCEA hold the Licence for the radio station and are closely involved in the running of the station.

The main problem this year has been the massive hike in let fees by Midlothian Council for the groups. There is to be a further increase this coming year and this will cause problems for the groups. There will have to be a decision made as to whether the groups wish to continue or not. Unfortunately The PCEA is not in a position to subsidise these lets and the groups will have to cover the total amount.

The Radio Station suffered in the floods caused by the storms earlier on this year. The studio was flooded out but thankfully they have moved to temporary accommodation offered by the landlord, and are broadcasting again.

The small grant system:- This is something we are very proud of, being able to help groups with start up grants and funds to replace equipment. Unfortunately due to the massive increases by Midlothian Council our cash flow is not what it should be and we are unable to keep this up at the moment but hopefully we can get it back in the future.

The PCEA and the radio station and all the groups will hopefully go from strength to strength in the future involving as many local people as possible and carrying on helping the local community.

We are hoping to encourage more people to get involved in both the radio and the PCEA.

Childminding Group

We are a group of six registered Childminders who meet at the Carnethy Centre on Wednesdays during term time.

The aim of our group is to provide support to each other and for the children in our care to play and develop their social skills.

There is a range of ages of children that we bring along to group from babies to pre-school, we have a wide verity of toys, puzzles and large play equipment which we share with the Toddler group.

At the group we discuss any issues that may arise within our work, arrange courses that we need to do or update and we also have visits from various professionals in Childcare.

Toddlers

The Toddlers meet on a Tuesday morning during school term.

We are a friendly group of parents, grandparents and childminders who use the group to meet, chat and socialise while the children can play.

We have a wide range of toys and large apparatus to meet age range from birth to pre-school.

We also have high chairs, baby walkers and bouncy chairs.

We have use of the large hall for play and the coffee bar for snack.

Over the year we have celebrated Christmas with a party and Santa, Easter and an end of term picnic all held in the Carnethy Centre.

We welcome all old and any new faces that would like to join us each Tuesday

Women's Group

Returning to the centre in late August we got straight into our ' charity projects ' for the year ahead. Members had taken the opportunity to shop for end of season bargains in the summer sales for our second Mary's Meals Backpack Project and our yearly Blythswood Care Christmas Shoe Box Appeal.

We managed to fill 12 backpacks with the requisite pens, pencils, crayons, rubber, sharpener, ruler, pencil case, exercise book, toothbrush and toothpaste, soap, towel, flip-flops, dress/skirt/T-shirt/shorts, tennis ball and most importantly a spoon. A variety of left over items filled another backpack.

In early October four intrepid volunteers, Anne B, Joyce, Muriel and Wilma braved the rain and taking advantage of our free bus passes travelled over to Inverkeithing to deliver them to the collection point at Mary's Meals charity shop A first visit to Inverkeithing for three of the quartet and as a bonus the sun was shining in Fife.

The deadline for the shoe boxes was 8th. November and 12 boxes filled to the gunwales (it's really hard to fit a hat/ scarf and gloves into a wee box with up to 14 other items !) were taken by Muriel to her friend Liz to be delivered to Glencorse church.

We closed the winter term with a well deserved Christmas lunch at Giovanni's Bistro.

Spring brought a request via Wilma from The Royal Caledonian Society for the knitters in our midst to produce jackets, hats and bootees for the Fistula Society's Baby Unit in Malawi. Wool was provided by all the members from those unfinished and never started patterns at the back of the cupboard. Alison, Anne H, Lyn, Muriel and Wilma rose to the challenge and Wilma duly delivered the finished garments to her contact at the society. We later receive a lovely thank you letter from the Caledonian Society.

Summer term was not as busy but we did take the time to put the world to rights over a cup or two of coffee and hear all about Liz's adventure to Australia for her niece's wedding. A unexpected closure of the centre one Wednesday afforded the opportunity for Anne H, Lyn, Muriel and Wilma to visit a 'Wedding Dress through the Ages' exhibition in a church in Roslin , the star of the show being a very fragile 1909 dress

As an ending to our year (or could be a prelude to the start of the next). We had our usual outing to the Edinburgh Fringe. Slightly disappointing, not the usual buzz as venues had been moved from around Bristo Square. Nevertheless we saw an entertaining review show, an excellent one woman show and a not so very good one. Rain stopped play at 7.30pm and home by 9pm

Community Radio for Penicuik and District Your Community Radio Station

crystalfm 107.4

www.crystalfm.co.uk

Email admin@crystalfm.co.uk

Telephone 01968 676386

107.4 FM

On Your Radio Dial

Another year and Crystal FM's volunteers continue to create great community radio. Coverage of local events such as the Hunter and Lass Festival, Penicuik in the Park and Penfest has provided a platform for local organisations to promote their activities, aims and achievements. The events provided ideal opportunities for young presenters Keiran Harvey and Emma Hedley to develop their interviewing skills and to Jim Ramsay and Ryan Sturrock in setting up an initial roadshow. The opening of the Borders Railway and related celebrations were recorded by Colin McCall and Keiran Harvey for broadcasting.

The stations young volunteers continue to gain confidence as they develop communication skills as well as recording and editing expertise that culminated in the production of a fundraising CD, ' The Crystal Sessions '. This enterprise was led by Ryan Sturrock and Ollie Turbitt . Other successful fund raising events included Keiran's ' Family Talent Night ' in the Cabin, Loanhead and Johnny Ward's ' Fund Raising Show' held in the Rosslyn Bowling Club. These events have ensured that payment of the required broadcasting licences have been made on time. Hazel McCall has also contributed to fund raising bringing in funds from the Christmas Fayre and Summer Street Fayre as well as administering the ' Bonus Ball ' initiative.

Local businesses are also supporting the station via the ' Friends of the Station ' enterprise idea. New programmes have added to the diversity of the station and these include ' Could Be Jazz ' with Doe and ' Margaret's Book Corner ' created locally whilst others have been offered from further afield such as 'Melodies For You " Off Screen ', ' Let's Talk Business ' and ' Great Destinations '. The listenership continues to grow via 107.4 FM and online at www.crystalfm.co.uk figures now exceeding 6 000.

There is a growing interest in Crystal FM particularly by singer songwriters from a local perspective and globally. Crystal FM is providing a platform for the Midlothian Youth Platform to produce and broadcast their results from a recent project on mental health. This will be broadcast via ' Teen Hits ' and follows on from hands on experience by young presenters in the area of recording and editing. The Penicuik Group of the Tyne Esk Writers produced and recorded their work for broadcast in the digital recording studio thereby promoting their achievements on air. It has been necessary to negotiate a number of hurdles in more recent times owing to flooding and electrical outages. Water damage to such items as furniture IT equipment and sound proofing panels has instigated an insurance claim. Year two has been challenging in many ways but much has been achieved by Crystal FMs volunteers.

Treasurer's Report - 2015/2016

The Penicuik Community Education Association (PCEA) incurred a loss of £4,417.57 for the year February 1, 2015 to January 31, 2016.

The Association total income for the year was £8,333.56 the majority in the main generated income from group fees, fund raising events, Friends of Station, BOS Foundation and Memberships for Crystal FM. The total expenses for the year were £12,751.13.

The total expenditure comprised of, community grants of £800, gratuities of £100 and company insurance £895.65. The biggest expenditure was a total of £8,435.25, on license fees and rental charges for Crystal FM.

The PCEA funds year closing bank balance of £3,799.43 represent a dramatic reduction in funds, particularly in support of Crystal FM and a subsidy in supporting the groups in hall and classroom let costs.

The continuing position of reduction in income over expenditure and the lack of support from Midlothian Council increasingly reduces the opportunity to maximise support for the community in and around Penicuik.

John Murdoch

Treasurer

Penicuik Community Education Association

Company Registration SC214719

February 1, 2015 - January 31, 2016

Income and Expense

		2015/16	2014/5	2013/4
Income				
	Campaign Income			
	Bowling	£214.20	£174.00	£112.60
	Café		£0.00	
	Childminding	£381.00	£347.50	£98.60
	Creche		£0.00	£1.00
	Family History	£75.30	£93.90	£58.70
	Hall Letting		£0.00	£484.32
	Ickle World			
	Membership Fees	£101.00	£82.00	£36.00
	Parent And Toddler	£518.00	£255.80	£229.50
	Womens Group	£146.40	£118.60	£99.00
	Crystal FM	£5,485.60	£599.00	
	Unassigned Income	£9.48	£300.00	£47.80
	Total Campaign Income	£6,930.98	£1,970.80	£1,167.52
	Award Funds Received			
	Awards for All-Crystal FM			£10,000.00
	Midlothian Council		£1,500.40	
	Donations	£380.00		
	Friends of Station	£720.00		
	BOS Foundation	£302.00		
	Tesco Award - Crystal FM			£4,000.00
	Total Awards	£1,402.00	£1,500.40	£14,000.00
	Interest	£0.58	£3.40	£5.64
Total Income		£8,333.56	£3,474.60	£15,173.16
Expenditure				
	Charges			
	Memberships			£25.00
	Companies House		£375.00	
	Total Charges	£0.00	£375.00	£25.00
	Equipment			
	Door Lock			
	Web Site Development			£90.00
	Total Equipment Expenditure	£0.00	£0.00	£90.00
	Payroll Expenses (Creche)			£420.85
	Grants			
	Bowling Club	£250.00		
	Curling Club		£500.00	
	Pipe Band		£500.00	
	Cricket Club	£150.00	£150.00	
	Family History Group		£500.00	
	Ickleworld	£150.00	£150.00	
	Bilston Youth Group			
	Penicuik Tennis Club			
	Sign Design	£250.00		
	Womens Group		£100.00	£50.00
	Crystal FM Radio	£8,435.25	£3,975.38	£15,934.27
	Total Grants Awarded	£9,235.25	£5,875.38	£15,984.27
	Hire of Facilities	£2,422.37		
	Insurance	£895.65	£872.35	£719.67
	Gratuity			
	Accounts and Ext Exa	£100.00	£200.00	£200.00
	Sundries	£97.86	£109.16	£184.12
	Mapping Project		£1,400.00	£0.00
	Total Normal Expenditure	£12,751.13	£8,831.89	£17,623.91
Total Expenditure		£12,751.13	£8,831.89	£17,623.91
Net Income/(Loss)		-£4,417.57	-£5,357.29	-£2,450.75

Penicuik Community Education Association - Company Registration SC214719

Balance Sheet as at January 31, 2016

	2015/16	2014/15	2013/14
Fixed Assets		£0.00	£0.00
Current Assets			
Petty Cash	£64.92	£50.87	£14.54
RBS	£2,428.79	£5,281.78	£10,525.40
Total Current Assets	£2,493.71	£5,332.65	£10,539.94
	£2,493.71	£5,332.65	£10,539.94
Total Current liabilitues Cricket Club		£150.00	£0.00
Midlothian Council - Hall	£1,729.53		
	£764.18	£5,182.65	£10,539.94
Opening Balance Equity	£5,181.75	£10,539.04	£12,989.79
Net Income/Loss on activities	-£4,417.57	-£5,357.29	-£2,450.75
Balance	£764.18	£5,181.75	£10,539.04

For the financial year in question the company was entitlted to extention under section 477 of the Companies Act 2006 relating to small companies

No members have required the company to obtain an audit of the accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

H McCall

Director
20/08/2016

Gordon Bee BA (Hons) ACMA
20/08/2016

Report on PCEA Accounts 2015-16

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) (a) to © of the Accounts Regulations does not apply. It is my responibility to examine the accounts as required under section 44 (1) © of the Act and to state whether particular matters have come to my attention.

My examination iscarried 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 incudes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concering any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not exporess an audit opinion on the accounts.

In the course of my examination, no matters has come to my attention (other than that dclosed on the attached page).

1. which gives me reasonable cause to believe that in any material respect the requirement;

to keep accounting records in accordance with section 44 (1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations

to prepare accounts which accord with the accounting records and compy 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 proper understanding of the account to be reached.

As highlighted in last years report the ongoing funding for Crystal FM coupled now with the increasing Hire charges from midlothian council now need to be considered in the very near term.

Gordon Bee BA(Hons) ACMA
Aug-16