



# **Royal Scottish Country Dance Society Dunfermline Branch**

Registered Scottish Charity, Number SC027501



*Photo: RSCDS Dunfermline Branch Summer Ball (June 2023)*

## **Trustees' Annual Report**

Financial Year: 2022 – 2023

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This report has been prepared on behalf of the Trustees and is an accurate record of the activities of the charity during the named financial year.



Trish Paton

Secretary, Royal Scottish Country Dance Society Dunfermline Branch

## Introduction

This Report covers the financial year from June 2022 to June 2023

Although a relatively small branch of the Royal Scottish Country Dance Society, RSCDS Dunfermline Branch is a very friendly and active group. This report is designed to give the reader an idea of the types of activity undertaken by the Branch over the course of the year.

The constitutional aim of RSCDS Dunfermline Branch is to advance the education of the public in and around Dunfermline in traditional Scottish Country Dancing. To do this, the Branch undertakes to:

- a) preserve and further the practice of traditional Scottish Country Dancing
- b) provide or assist in providing instruction in dancing of Scottish Country Dances
- c) promote the enjoyment and appreciation of Scottish Country Dancing and Music by any suitable means, and
- d) generally, do such other lawful things as are or may be considered by the Local Association to further the foregoing objects of the Society in the district or area to which it relates.

## Charity Trustees during the Financial Year

<b>Role</b>	<b>Name</b>	<b>Applicable Dates from</b>	<b>Applicable Dates until</b>
Chair	Margret Plummer	July 21	AGM 2023-24
Chair Elect	Alison Austin	December 22	AGM 2023-24
Secretary	Trish Paton	December 22 (OM 21)	Annual review
Treasurer	James Laird		Annual review
Ordinary Members	Sheena Bedborough	Dec 21	AGM 2024-25
	Melvyn Greig	2020	AGM 2023
	Christine MacRae	2020	AGM 2023
	Sue Batham	Co-opted N/A	

# The Teaching of Scottish Country Dancing

RSCDS Dunfermline Branch provides a range of classes to encourage the learning of Scottish Country Dancing (SCD) and its dances. Each class is taught by a fully qualified RSCDS teacher. In some instances, a trainee teacher may teach a class while supervised by a qualified teacher, as part of the Branch commitment to providing opportunities to the SCD teachers of the future.

## Beginners / Improvers Class (September – May)

We had a very healthy number of new people attending this class. Eight continued to attend and were able to participate in most of the dances at the November Class Party, which was a great achievement both by them and teacher Amy.

## General Class (September – May)

The Branch General Class is gradually getting back to normal numbers post-covid, though a small loss was incurred over the year. We are back in our preferred venue of Dell Farquharson Hall in the centre of Dunfermline. New and lapsed members are being encouraged to come to class to learn new dances and enjoy old favourites.



*Photo: Dancers enjoying a class night with guest teacher Jimmie Hill*

## Technique Class (September – February)

The Technique Class, aimed at more experienced dancers, provided expert tuition from a range of external qualified teachers from the East and Central Scotland area. Five (monthly) classes were held during this financial year, with a gradual increase in attendees. The B-P (Scout) Hall in Inverkeithing was again used as the venue.

*September: Fiona Mackie Rachel Shankland (12 attendees)*

*October: Rachel Shankland (19 attendees)*

*November: Janet Johnston (21 attendees)*

*January: Heather Cowan (19 attendees)*

*February: Andrew Nolan (16 attendees)*

## Young people's (5+) class

RSCDS Dunfermline Branch provides financial support towards the running of a Children's Class. Classes were unfortunately put on hold after Christmas as only two girls would have been able to regularly attend so the Committee decided it not worth continuing until a serious advertising campaign could be undertaken to attract new members. The committee felt that advertising through Primary Schools should be attempted. To gain approval from Fife Active schools, however, there needs to be a First Aider in attendance and at least one person with a CWPS (Certificate in Child Wellbeing and Protection in Sport Training) and at least one person with a CWPO certificate (Child Wellbeing and Protection Officer). Agnes Leighton (class teacher) and Trish Paton (helper) have since done the advised first aid course and the latter has completed the CWPS certificate. They both have a PVG certificate but a CWPO still needs to be found.

Meanwhile, our advertising for new members continues but as yet there is no nucleus of new attendees.

## RSCDS Dunfermline Branch – At Home and Further Afield

### Promoting the Enjoyment of Scottish Country Dancing and Music

Dunfermline Branch hosted two Balls this financial year, both in the Glen Pavilion. The usual Annual Ball took place in December 2022 but a further event celebrating the RSCDS Centenary, (opening picture) and the life of Janette MacSporran, a past president, was held in June 2023. Janette's family contributed financially to this latter event and both events attracted dancers from across Scotland and beyond.

Though a small Branch, members attend a range of events outside Dunfermline. Alison Austin teaches a variety of well-known and unusual dances on programmes for nearby dance events (e.g. Edinburgh or Stirling or Perth). This means Dunfermline dancers are kept up to date with the latest favourites, and allows the Branch to advertise its events, personally to other clubs.

Events members attended in this financial year included the RSCDS Centenary Ball, Perth Ball, RSCDS Summer School, Duns weekend, Pitlochry weekend, Oban weekend, as well as the fortnightly general dances in Stirling, Trinity (Edinburgh), Pitlochry.

## Ongoing Projects to Further the Objects of the Branch

### Trustee (Branch Committee) Meetings

The Branch Committee meet two-monthly, scheduled throughout the financial year. Some were held virtually when one or two members succumbed to Covid again.

### Data Protection

The Branch continues to remain compliant with the DPA2018, and data protection remains a standing item on Branch Committee agendas.

### Safeguarding and Child Protection

All regular children's class teachers and assistants are PVG-checked in line with Disclosure Scotland guidance, and the Safeguarding policy with associated procedures is promoted on the Branch website.

### Advertising

Advertising takes place through a range of media, including newsletters, newspapers, social media and posters in the local area.

### Branch E-Newsletter, and E-mail

The Branch produces an electronic newsletter for members and friends, highlighting what events are happening in Dunfermline and news items of interest.

In line with the Data Protection Act 2018, the Branch has always implemented an 'opt-in' approach to its general newsletter distribution, requiring specific consent from all recipients prior to sending.

In addition, a separate email is sent only to Branch members, when it is appropriate, which includes information essential to their ongoing membership of the Branch.

## **Independent Examiner's Report to the Trustees of The Royal Scottish Country Dance Society Dunfermline**

I report on the accounts of the charity for the year ended 30 June 2023 which are set out on pages 3 and 4.

### **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. 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**

1. In the course of my examination, no matter has come to my attention:
  - 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.

**SC027501**

**Matters Arising**

None

Name : Christine Tuffy CPFA

Address : 69 Dover Drive,  
Dunfermline  
Fife  
KY11 8HQ

Date: 26/10/2023

Signed :

Handwritten signature of Christine Tuffy in cursive script.



**Royal Scottish Country Dance Society  
Dunfermline**

**Receipts and Payments Account for the year ended 30  
June 2023**

	<b>2022/23</b>	<b>2021/22</b>
	<b>£</b>	<b>£</b>
<b>Receipts</b>		
RSCDS Subscriptions	905.00	674.00
Class Fees	3,317.00	1,857.50
Fundraising Events	6,740.00	(7.00)
90th Anniversery	0.00	0.00
Other Income	1,025.00	94.00
<b>Total Receipts</b>	<b><u>11,987.00</u></b>	<b><u>2,618.50</u></b>
<b>Payments</b>		
<b>Fundraising Expenses</b>		
Bands, Catering, Halls	7,605.56	0.00
90th Anniversery	0.00	0.00
<b>Total Fundraising Expenses</b>	<b><u>7,605.56</u></b>	<b><u>0.00</u></b>
<b>Payments for Charitable Activities</b>		
Teachers, Musicians & Halls	3,307.80	2,739.10
RSCDS Subscriptions Paid	905.00	674.00
Seat Dedication	500.00	
Equipment	515.90	
Gifts	124.30	
Postage, Stationery, Insurance	201.55	55.79
<b>Total Payments for Charitable Activities</b>	<b><u>5,554.55</u></b>	<b><u>3,468.89</u></b>
<b>Governance Costs</b>		
Room Hire for Meetings & AGM		
Gift for Independent Examiner	40.00	
<b>Total Governance Costs</b>	<b><u>40.00</u></b>	<b><u>0.00</u></b>
<b>Total Payments</b>	<b><u>13,200.11</u></b>	<b><u>3,468.89</u></b>
<b>Surplus / (Defecit) for year</b>	<b><u>(1,213.11)</u></b>	<b><u>(850.39)</u></b>

All funds are unrestricted

**SC027501**

**Royal Scottish Country Dance Society  
Dunfermline**

**Statement of Balances as at 30  
June 2023**

	<b>2022/23</b>	<b>2021/22</b>
	<b>£</b>	<b>£</b>
<b>Bank and Cash in Hand</b>		
Opening Balances	11,245.59	12,095.98
Surplus / (Deficit) for year	<u>(1,213.11)</u>	<u>(850.39)</u>
<b>Closing Balances</b>	<b><u>10,032.48</u></b>	<b><u>11,245.59</u></b>
<b>Reserves</b>		
General Reserves	10,032.48	11,245.59
<b>Closing Balances</b>	<b><u>10,032.48</u></b>	<b><u>11,245.59</u></b>

All funds are unrestricted

Approved by the Trustees and signed on their behalf



James Laird, Treasurer

