



Minutes of Annual General Meeting held at the Kingsbarns Memorial Hall on 22/11/2025

In attendance:, Sue Jenkins (Co-Chair), Samantha Nisbet (Treasurer), Iona Macphie (Secretary), Kathy Mayo, John Sibbald and 24 members of the public.

Apologies were received from Frances Andrews, Louise Bourdua and Judith Malcolm

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Agenda items	
Welcome	After apologies for the absence of the Chair, Frances Andrews, due to illness, Members were welcomed to the meeting by Director Sue Jenkins.
Minutes of 2023 AGM	The 2025 AGM was quorate. The minutes were proposed as a true record by Colin Chapman, seconded by James Potter and agreed unanimously.
Matters arising	There were no matters arising.
Chair's report	Report of the Chair at the 2025 AGM This year has been a continuation of the learning process which began with our efforts to buy the Inn over two years ago and then set up the KCBS to oversee the running of the Inn. The Board has worked hard to move forward this year. I would like to make special mention of Sam Nisbet, our Treasurer, who has spent a huge amount of time to ensure the successful audit of the 2024 accounts, and John Sibbald, who has worked tirelessly in his efforts to make the Inn building weathertight and fit for purpose. I would also give thanks for their efforts to my co-chair, Frances Andrews, Iona Macphie, our secretary, and to Board members Kathy Mayo, Cate Reid, Shona Mackintosh for their huge contributions to the success of the 'Inn Project'. Cate Reid is standing down at this AGM because she has moved to become a full member of the KCBS Board. Shona Mackintosh and Sharon Makin are also standing down because they have moved away from the village. We now need to maintain the momentum, concentrate on the building repairs, improving the website and our social media presence and raising funds for community events and welfare.

There is still much to be done. As you may remember, our Scottish Land Fund grant was for the purchase of the Inn, to be opened more or less as it was, but slowly to be developed into a community hub with a shop. In Feb 2025, we obtained a Fife Rural Development Fund grant to do a survey for a shop, to be located in a small, wooden, aesthetically pleasing building in the courtyard of the Inn. The grant included funds for an energy efficiency survey of the building and was a joint application between the KCDT and KCBS. It was paid to the KCBS because they could reclaim the VAT. When it came to applying for planning for the proposed shop, we were advised that it was not likely to be passed as there was insufficient parking! It did not seem to matter that most of the shop business would likely come from the village and people might walk to the shop, do their shopping and have a coffee and chat with a friend. So if anyone has any suggestions where we might be able to install an additional parking space or two in the village, that would be very welcome.

It might be worth here emphasizing the difference between the KCDT and KCBS as there does seem to be some confusion about this. The Community Benefit Society is a not-for-profit legal entity, separate from the KCDT, and is responsible for overseeing the running of the hub and supporting Lynn McCallum, the new general manager. The KCDT is a registered charity - it is the owner of the Inn and is responsible for repairs, upkeep and maintenance of the building itself. The two Boards need to work together to deliver for the Inn and for the village. Although the estimate of the cost of essential works to make the Inn weatherproof over the next five years is very high, John and Iona are working hard getting estimates and applying for grants to help with these costs.

Some work has already been done: a grant to repair the East Gable end and parts of the roof from the Business Gateway was received in February 2025 but was applied for during the transition period in 2024 before the inaugural AGM of the KCBS at a time when the delineation between the KCDT and KCBS was somewhat fuzzy! It was again paid to the KCBS so the VAT could be reclaimed. It might be also worth mentioning that some funders will only support charities and the KCBS is NOT a charity, so some applications need to be made by the KCDT.

In March we had a grant from Fife Communities Climate Action Network to put in insulation for the Eastmost building – the rooms at the back of the Inn where there was no insulation and this has made a huge difference to heat retention in these rooms.

At the end of October 2024, we began to use monies from our National Lottery grant to help fund community events, and this has continued through 2025 with quiz nights, knit and natter and the once-a-month community café. Thanks to all who attend the latter – your donations will go toward the much-needed repairs to the building. We also obtained a grant from the Helen Main Foundation to support a community cafe in January 2025. We hope this will allow us to extend the community cafe drop-ins or equivalent after the National Lottery Funding comes to an end.

	The Russell Trust have just given us funding for First Aid training for the Inn staff and anyone in the village who would like to do it. Let us know if you would like to be included. We are awaiting news of an application for funding made to the Sylvia Waddilove Foundation. Unfortunately, some big applications for the building repairs have not been successful, However we continue to look for help to renovate the building, and we may be eligible for funding from Historic Environment Scotland and the National Lottery Heritage fund. Together with the KCBS we have approached Art Dunkley at the golf course and hope that he will offer some help toward roof and building repairs, as well as some of the changes the KCBS wish to make within the Inn. Roxy Slide for the KCBS and John Sibbald for the KCDT have been taking this forward. As Frances said in her last Chair's report, the wider purpose of the KCDT is to promote community development in the village, so if there are other projects the KCDT should be considering, please let us know and lastly thank you for attending this morning and supporting the Inn as you have.
Treasurer's report	Financial Summary for the Year Ending 31st December 2024 This report provides a summary of the financial accounts for the year ending 31st December 2024. A complete set of audited financial statements is available on request or can be accessed via Companies House. The annual report and financial statements were prepared by Dickson Middleton CA, submitted to Companies House, and presented to the Office of the Scottish Charity Regulator (OSCR). 2024 was a milestone year for Kingsbarns Community Development Trust with the successful acquisition of the Inn at Kingsbarns, securing a long-term asset for the benefit of the local community. Through strong community support, careful financial management and successful grant funding, the Trust secured the Inn at Kingsbarns for community ownership while continuing to deliver meaningful local projects and events. <u>Key Financial Highlights (2024):</u> Total Income: £621,072 Total Expenditure (excluding purchase of the Inn) : £44,641 Net Surplus for the Year: £576,431 Total Reserves at Year-End: £679,093 (including capital value of the Inn) Restricted Funds: £676,649 (including capital value of the Inn)

Unrestricted Funds: £2,444**Balance Sheet Summary 2024****£**

Freehold land & buildings (Inn at Kingsbarns) 625,000

Cash at bank and in hand 62,704

Investment (Community Anchor Share) 1

Total Assets 687,705**Liabilities****£**

Creditors (amounts due within one year) (8,612)

Net Assets / Total Funds**Fund Type****£**

Restricted Funds 676,649

Unrestricted Funds 2,444

Total Funds 679,093

This reflects the charity's strong asset base following the purchase of the Inn, with minimal liabilities and funds appropriately allocated.

Income Breakdown (2024)**Income Source****£****% of Total****Grants (primarily Scottish Land Fund) 599,087 96.5%**

Donations & Gifts & Easyfundraising 21,125 3.4%

Interest Income 860 0.1%

Total Income 621,072 100%

The vast majority of income in 2024 was from grant funds and donations, dedicated to the community purchase of the Inn at Kingsbarns.

Expenditure Breakdown (2024)

Expenditure Area	£	
Inn Project Expenses	34,111	
Community events (bingo, knit & natter, etc.)	1,859	
Garden project	1,284	
Insurance – Inn	1,190	
Local Place Plan & publicity	389	
Governance & audit costs	4,863	
Support / admin costs	61	
Total Expenditure	44,641	
What this shows:		
The majority of spending directly supported the purchase and establishment of the Inn		
Funds were also used for community events		
Governance and audit costs remained proportionate and responsible		
This demonstrates effective stewardship and clear alignment with charitable objectives.		
<u>Restricted Fund Balances at 31 December 2024</u>		
Restricted Fund	Closing Balance (£)	Purpose
Land & Buildings Fund	625,000	Ringfenced value of the Inn
Inn Project (Remaining funds)	44,431	Repairs & restoration
Community Fund (National Lottery)	6,591	Inn Community events
Garden Project	216	Community garden
Junior Fund	176	Future youth initiative
Local Place Plan Grant	235	Community planning
Total Restricted Funds	676,649	
All restricted funds are ring-fenced and may only be used for their designated purposes, ensuring accountability and transparency to funders and the community.		

The charity entered 2025 with a robust asset base, clear governance, and some restricted funds in place to support future restoration, development and wellbeing within the village. However further funds will required to be raised in the next 3-4 years to complete the repairs to the Inn.

Snapshot of 2025 Financial Activity £

Total income.	Total spend.	Net position
2,000	18,682	- 16,682

This is as expected and reflects increased costs associated with ownership of the Inn (rates and insurance) and requirement for a full audit of the 2024 accounts . Funds were also spent on community events and building repairs.

Income will increase in 2026 when the KCBS will start paying a monthly rent. to the KCDT.

Easyfundraising Scheme

The Easyfundraising scheme enables charities to receive small donations when supporters make online purchases with participating retailers. KCDT has been registered with Easyfundraising since 2016, and the scheme continues to raise around £200/year from just 31 registered supporters.

The process is simple: supporters can make online purchases through a link on the Easyfundraising website, and a small percentage of the purchase price is automatically donated to KCDT, at no extra cost to the buyer. We encourage more community members to register and participate in this ongoing fundraising opportunity.

To join the scheme, scan the QR code below or visit
<https://www.easyfundraising.org.uk/causes/kingsbarnscdt/>



Inn building repairs.	The Inn is an old building that can roughly be divided into the westmost building, which faces the road, the midwest building which houses the kitchen, the mid east building which contains the cellar and storage space and the eastmost building at the back of the Inn. The westmost building is the oldest part and of most concern. The roof shows signs of nail sickness and needs to be completely repaired. The stonework is also in poor condition - there are three cracked lintels at the front and much of the mortar needs replacing. It would be optimum if repairs to the roof and stonework could be coordinated so scaffolding only has to be put up once. However, the estimated cost for all the work is £84,000 and it may that the work has to be done in two stages, depending on funds being available. The flat roof over the toilet block also needs urgent attention. The felt is almost at the end of its life and there is no insulation in the roof. The estimate cost to replace the roof and replace the windows with double glazing is £7,000. However its not all bad news! At the start of the year the eastmost building was repaired with replacement of 6 gulleys, resettling of tiles that had become loose and repointing of the east gable end. This autumn insulation was installed in the roof of the eastmost building and this has made a big difference, allowing radiators in the rooms in this part of the building to be turned down. The electrical system in the Inn is in good condition and passed its 5 yearly Electric Installation Condition inspection. The drains have been sorted - following two blockages due to ingression of tree roots our insurers paid for an epoxy lining to be put in which is guaranteed for 10 years. The Inn is Category B listed and as such may be eligible for help with repairs from, among others, Historic Environment Scotland and the National Lottery Heritage Fund. However, prior to application, we require to get listed building and planning permission from Historic Scotland and Fife council and this is in hand. Once the necessary consents are in place we will be embarking on a major fundraising campaign. Some match funds are available to help with this.
Elections to the Board.	Cate Reid has formally retired from the Board because she is now an elected Director of the KCBS. Shona Mackintosh and Sharon Makin have resigned because they no longer live in the village. We would like to thank these three Trustees for all that they have done for the KCDT whilst on the Board. Two nominations for election to the Board were received in advance of the meeting. Mrs Christine Grant has recently moved to the village and has extensive experience on NHS and third sector committees. Mr Fergus Mackintosh is a chartered survey who also lives in the village

	Voting was unanimous in favour of both appointments. The Treasurer Sam Nisbet has completed two years of a three-year term. Frances Andrews, Sue Jenkins, Iona Macphie, Kathy Mayo were elected in 2024 and will serve for another two years.
Crowdfunder Rewards	The Crowdfunder set up originally for purchase of the Inn and then kept open to add to the funds available for repairs, was finally closed at the start of 2025. Three rewards for donations had been offered. For those wanting their names on the bar, a pyrographed plaque had been commissioned and was displayed at the meeting. It was announced that the card for who had opted for a 5% discount on food and drink purchased at the Inn, would be available in the first week in December. Finally the last reward, to be entered into a draw for a meal for four at the Inn, was won by a supporter who lives in Edinburgh.
AOB	A question was asked about the shop and whether the council could be persuaded to drop the requirement for additional parking, since the nature of the shop was such that users would be village residents who would walk to the Inn for their shopping. This will be addressed.
AGM 2026	Date TBC when the full 2025 accounts are available.