

Include Us

at Catherine Street Inclusive Park

Trustees Annual Report: For the year ended to April 2025

The Chair and Trustees have pleasure in presenting their report together with financial statements for the year ending April 2025

Reference and Administrative Information

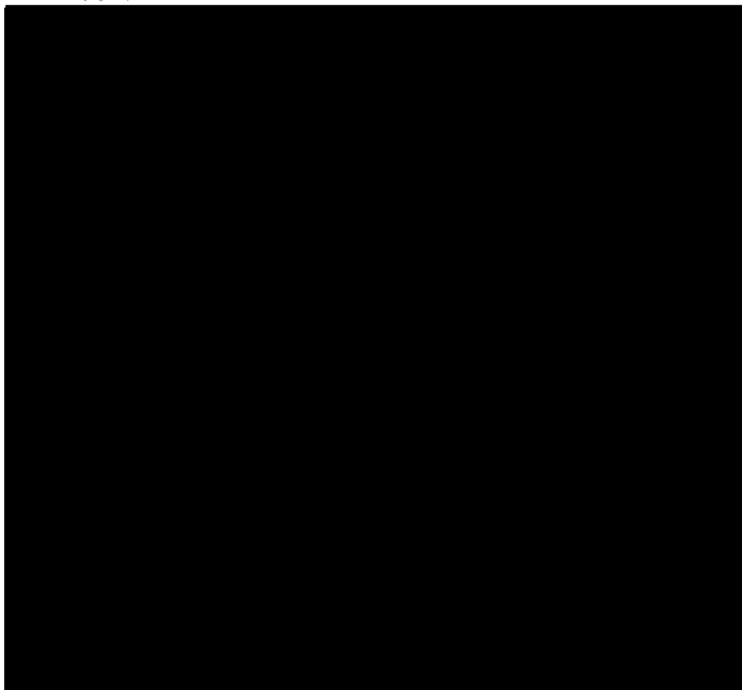
Charity name

Include Us

Charity No.

SC048168

Address



Structure, Governance and Management

Constitution

Include Us is a Scottish Incorporated Organisation (a SCIO). It was registered in its current form on 28 February 2018 having previously been an unincorporated association formed as a Working Group but changed its legal form to a SCIO. Include Us is a membership organisation composed of Members (both Ordinary Members and Junior Members) and Charity Trustees (composed of Elected Charity Trustees following the first General Meeting).

Appointment of Trustees

Upon incorporation of the organisation, the individuals who signed the Charity Trustee declaration forms which accompanied the application for incorporation of the organisation shall be deemed to have been appointed by the members as Charity Trustees with effect from the date of incorporation of the Organisation.

The Interim Board retired at the first General Meeting, which was held in Feb 2020 and Trustees and Chair were re-elected by its members. Trustees resign and are elected at subsequent Annual General Meetings.

The number of Charity Trustees shall be not less than three and the total number of Charity Trustees shall not be more than eight.

Charitable Purposes

The aim of Include Us is to create and maintain an accessible and inclusive play space in an existing urban pocket park to facilitate and promote social interaction through play and recreation for all members of the community, regardless of age and ability.

Activities

Include Us took ownership of the site from Dumfries and Galloway Council through the Community Asset Transfer Scheme. Following the completion of construction and landscaping, formal opening of Catherine Street Inclusive Park took place in February 2020.

To deliver activities that respond to community needs and ensure the site was maintained to Health and Safety standards, we initially appointed a part-time Development Manager. As our programmes and funding applications increased, this role was made full-time to manage the growing workload and oversee the coordination of events, volunteer supervision, and

the safe operation of the park as a thriving community space.

Recognising the expanding scope of our work, we employed two part-time Community Mentors to support employability and skills training, work experience, and volunteering initiatives, as well as to facilitate public events and targeted group activities for people of all ages and abilities.

To sustain and enhance the quality of our support and programmes, we aim to employ an additional staff member to assist the Development Manager when finances permit. It is also appropriate to consider increasing the hours of our Community Mentors or recruiting further mentors to ensure we continue to meet the diverse needs of our community effectively and maintain the high standard of guidance provided.

Achievements and Performance

The year ending April 2025 has proved to be another vibrant and rewarding period for Include Us. Catherine Street Inclusive Park and Community Garden has continued to flourish as a cherished green haven right in the heart of Dumfries, attracting visitors of all ages and backgrounds.

We remain steadfast in our commitment to providing an inviting, inclusive, and accessible space for play, learning, and recreation, open to everyone in the community, regardless of age or ability or background. Our aim is simple: to keep the park and its many activities entirely free for users; whether for exercise, fresh air, volunteering, or joining in a host of events and social opportunities. We believe that no one should be excluded due to financial barriers, especially as the cost-of-living crisis continues to affect families and individuals across Dumfries.

At the heart of our ethos lies a passion for fostering community cohesion and connection. We strive to organise and deliver a diverse range of activities, reaching out to as many members of the community as possible, particularly those who may feel isolated or overlooked. Our open-door policy welcomes Dumfries' wonderfully diverse population, inviting everyone to experience the park's many benefits and opportunities. This spirit of openness is the cornerstone of our ongoing success and the joy that the park brings to so many.

Over the past year, we have been proud to deliver a variety of engaging activities and memorable events, including:

- 'Revive & Thrive': A year-long programme of craft and wellbeing activities supporting unpaid carers, funded by Shared Care Scotland.
- 'Plantasia': Twelve outdoor summer sessions, bringing nature-inspired artistic fun to children, funded by Dumfries and Galloway Council's Amazing Summer Fund

- 'Let's Play': Twenty-two free outdoor play sessions, encouraging children and families to explore and enjoy the park, funded by Thrive Outdoors and Inspiring Scotland.
- 'Bee Kind' Project: A collaborative effort with a diverse group of volunteers to establish a pollinator highway, promote biodiversity, and host family-friendly seed bomb workshops, supported by Action Earth and Volunteering Matters.
- Nature Explorer Workshops: Hands-on sessions for secondary school pupils, nurturing curiosity and respect for the natural world.
- Halloween Spooktacular: A lively and well-attended community celebration, bringing seasonal spooky fun to all ages.
- Year-round Training and Development: Placements for young people facing barriers to education or employment, empowering them with new skills and confidence.
- Facilitated Visits: Welcoming local nurseries, schools, and learning centres to experience all the park has to offer.
- Storytelling and Craft Workshops: Delivered for the Big Burns Supper three-day event in Dumfries and the Wild Goose Festival at WWT Caerlaverock, inspiring creativity and imagination in children.
- Ongoing Outreach: Year-round support for families, children and young people, helping to build their resilience and sense of belonging.

Through these initiatives, we continue to nurture a thriving community space where everyone can connect, learn, and grow together. The enthusiasm and participation of our members and wider community drive us forward, and we look forward to another year of shared achievement and enjoyment at Catherine Street Inclusive Park and Community Garden.

Financial Review

We remain committed to long-term sustainability, with our reserves closely managed and clearly categorised as restricted (allocated for specific funded projects and activities), unrestricted (available to support any of our charitable needs), and designated (set aside by the Board of Trustees for specific agreed purposes).

As the park site and its equipment enter their sixth year of operation, the Trustees and Development Manager are proactively preparing for the inevitable rise in maintenance and replacement costs. To address this, a designated reserve fund has been established specifically for these needs, helping to ensure that the park continues to be a high-quality, safe, and accessible space for everyone. This year, we have further enhanced play

opportunities by purchasing a new all-ability swing seat and a wider standard swing seat to improve accessibility.

The Board also continues to earmark reserves to cover six months of operating and dissolution costs. This prudent measure better reflects the challenging funding climate and the increasing demand for the services provided by Include Us.

We actively seek grant funding for both activities and core costs, and we are deeply grateful to the organisations and individuals who have supported us throughout this financial year, including:

- The Holywood Trust
- Amazing Summer Fund (D&G Council)
- Shared Care Scotland
- Inspiring Scotland (Thrive Outdoors fund)
- Regionwide Community Fund (D&G Council)
- Albert Hunt Fund
- Enable
- All who have kindly supported us with donations or book purchases and online donations via Amazon Smile, Givey and Easy Fundraising programmes

Thanks also to our staff, volunteers and park visitors who continue to make Catherine Street Inclusive Park such a popular, welcoming and inclusive space.

We end this accounting year with:

- £9,526 restricted grant funding (for funded projects to run in the next accounting year)
- £805 in unrestricted/undesignated funds and £48,000 in designated funds.

Designated funding has been agreed as follows:

- £42,000 to meet our 6 months contingency reserves/dissolution policy
- £6,000 towards equipment replacement as we enter the 6th year since installation

Our ongoing aim is to secure funding from a variety of sources, organisations and bodies, enabling us to deliver a vibrant programme of activities and events in the park. We are committed to maintaining and expanding the play facilities, as well as enhancing the park's biodiversity through our community gardening initiatives. This will include the planting of herbs, fruit trees, native species, vegetables, shrubs and flowers, fostering a richer and more diverse natural environment for all.

In the face of ongoing economic challenges and funding uncertainties, we will persist in exploring alternative funding streams and strive towards greater financial self-sufficiency. It remains a careful balance between seizing opportunities for growth and expansion and meeting our financial responsibilities, particularly during these difficult times marked by the cost-of-living crisis. Nonetheless, our dedication to the park's development and sustainability remains unwavering.

Plans for Future Development

The trustees are committed to ensuring that Catherine Street Park and Community Garden continues to thrive as a cherished community hub, enjoyed by people of all ages and backgrounds. To achieve this, we will deliver a vibrant programme of events and activities, working alongside a diverse array of local groups and organisations to maximise the use of the park as a valuable resource, and to share our collective skills and expertise.

We warmly encourage everyone in our community to get involved; whether that's joining in with park activities, helping to develop inclusive and imaginative outdoor play, or simply enjoying moments of social connection and fun in our welcoming green space.

We aim to break down barriers between generations and provide an environment where everyone, regardless of needs, abilities, background or age, feels included and valued. To bring these plans to life, we are actively exploring new funding opportunities, reaching out to potential supporters and partners to ensure we can continue to grow and enhance what the park offers. Our commitment extends to developing our resilience and wellbeing programmes, creating engaging resources that champion inclusion and diversity (especially through our storybook) and investigating the introduction of outdoor gym equipment to promote health and wellbeing in our community.

APPENDIX 3



		Independent examiner's report on the accounts						v2
Report to the trustees/members of	Charity name	Include Us						
Registered charity number	SC048168							
On the accounts of the charity for the period	Period start date				Period end date			
	Day	Month	Year		Day	Month	Year	
	01	05	2024	to	30	04	2025	
Set out on pages							(remember to include the page numbers of additional sheets)	
Respective responsibilities of trustees and examiner	<p>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.</p>							
Basis of independent examiner's statement	<p>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.</p>							
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention.</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> 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 to which, in my opinion, attention should be drawn in order to enable a proper 							
Signature							1/2026	
Name								
Relevant professional qualification(s) or body (if any):	Institute of Financial Accountants							
Address								

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

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

[Empty disclosure area for providing details of items highlighted by the examiner.]

Include Us

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Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	05	2024		30	04	2026

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	1,440				1,440	2,967
Legacies					-	
Grants	33,000	35,462			68,462	71,943
Receipts from fundraising activities	572				572	443
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	35,012	35,462	-	-	70,474	75,363
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	35,012	35,462	-	-	75,363	75,363
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	59,006	16,188			75,194	70,807
Grants and donations					-	
Governance costs:						
Audit / independent examination	552				552	552
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	59,558	16,188	-	-	75,746	71,359
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	59,558	16,188	-	-	75,746	71,359
Net receipts / (payments)	(24,546)	19,274	-	-	(5,272)	3,994
A5 Transfers to / (from) funds	18,677	(18,677)	-	-	-	-
Surplus / (deficit) for year	(5,869)	597	-	-	(5,272)	3,994

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	54,674	8,929			63,603	59,609
	Surplus / (deficit) shown on receipts and payments account	(5,869)	597			(5,272)	3,994
						-	
						-	
	Cash and bank balances at end of year	48,805	9,526	-	-	58,331	63,603
	(Agree balances with receipts and payments account(s))						

B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
		Total	-	-

B3 Other assets	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
	Park Equipment	Restricted	377,797		377,797
	Laptops	Restricted	1,846		1,846
	Garden Equipment	Unrestricted	453		453
	Office Equipment	Restricted	1,959		1,959
	CCTV	Unrestricted	1,103		1,103
		Total	383,158	-	383,158

B4 Liabilities	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
		Total	-	-

B5 Contingent liabilities	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Date of approval
21/1/26

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

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	Type of activity or project supported	Individual / institution	Number of grants made	£
C2 Grants	Core Funding	Hollywood Trust	1	30,000
	Core Funding	Albert Hunt	1	3,000
	Activities and events	D&G Council	3	6,411
	Activities and events - outdoor play	Inspiring Scotland	1	15,475
	Activities and events	Share Care Scotland	1	13,326
	Activities and events - Bee Kind	Volunteering Matters	1	250
		Total		68,462

C3a Trustee remuneration	If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
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	Authority under which paid	£
C3b Trustee remuneration - details		

C4a Trustee expenses	If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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	Number of trustees	£
C4b Trustee expenses - details		

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons				

C6 Other information

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Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
General Donations	1,440				1,440	2,967
					-	
					-	
Total	1,440	-	-	-	1,440	2,967

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Resilience		2,949	2,949	-
	3,000		3,000	-
	30,000		30,000	35,812
D&G Council - Regional Arts Fund	-	917	917	-
D&G Council - Amazing Summer Fund	-	2,545	2,545	7,326
Shared Scotland Grant	-	13,326	13,326	13,330
Inspiring Scotland	-	15,475	15,475	15,475
Volunteering Matters - Bee Kind	-	250	250	
Total	33,000	35,462	68,462	71,943

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
	-				-	-
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Insurance	1,774				1,774	1,700
Sundry Expenses	360				360	238
Maintenance of Park	1,557				1,557	626
Salary & Pension costs	53,592				53,592	51,731
Electricity Costs	604				604	511
bank charges	100				100	86
Projects		16,188			16,188	15,210
software & subscriptions	326				326	80
Telephone costs	692				692	625
Total	59,006	16,188	-	-	75,194	70,807

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted Fund 1 – other parts of funds below	Unrestricted Fund 2 – other parts of funds below	Unrestricted Fund 3 – other parts of funds below	Unrestricted Fund 4 – other parts of funds below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	1,440				1,440	2,967
Legacies					-	
Grants	33,000				33,000	35,812
Receipts from fundraising activities	572				572	443
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	36,012	-	-	-	36,012	39,222
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	36,012	-	-	-	36,012	39,222
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	59,006				59,006	27,460
Grants and donations					-	
Governance costs:						
Audit / independent examination	552				552	552
Preparation of annual accounts					-	
Legal costs					-	
Sub total	59,558	-	-	-	59,558	28,012
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	59,558	-	-	-	59,558	28,012
Net receipts / (payments)	(24,546)	-	-	-	(24,546)	11,210
Transfers to / (from) funds	18,677				18,677	113
Surplus / (deficit) for year	(5,869)	-	-	-	(5,869)	11,323

Nature and purpose of funds

all unrestricted funds are held to ensure the charity can meet any expenditure as it arises. The trustees aim to keep a six month contingency fund in place at any time. Hollywood Trust have provided a grant for core funding which is also shown as part of the General funds.

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Additional analysis (3)

6 Breakdown of restricted funds

	Restricted Funds	Share Care Scotland	Amazing Summer Fund		Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants	22,136	13,326			35,462	36,131
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	22,136	13,326	-	-	35,462	36,131
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	22,136	13,326	-	-	35,462	36,131
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	15,578	509			16,188	43,347
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	15,578	509	-	-	16,188	43,347
Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
Sub total	-	-	-	-	-	-
Total payments	15,578	509	-	-	16,188	43,347
Net receipts / (payments)	6,457	12,817	-	-	19,274	(7,216)
Transfers to / (from) funds	(15,386)	(3,291)	-	-	(18,677)	(113)
Surplus / (deficit) for year	(8,929)	9,526	-	-	597	(7,329)

Nature and purpose of funds

restricted funds are held for the purpose of the grant received and terms agreed in any contract.