



St Margaret's Chapel Guild

Trustees' Annual Report & Accounts - Year ended 31st July 2026

References & Administrative Details of the Charity & its Trustees

Charity Reference No: SC 024 067

Patron

HRH The Princess Royal

Trustees / Executive

Fiona Pigott (Convenor)

Committee

Holly Williams (Secretary)

Margaret Williamson (Treasurer, Acting Vice Convenor June 26)

Margaret Clark (Flower Supervisor)

Angela Casey (Web & Digital Editor)

Margaret Crawford (Membership Secretary)

Catrina McGillivray (Newsletter Editor)

President

Rev Neil Gardner, Minister of Canongate Kirk

Honorary Vice-Presidents

The Governor of Edinburgh Castle

The Senior Army Chaplain in Scotland

The Right Reverend Moderator of the General Assembly of the Church of Scotland

The Archbishop of the Archdioceses of St Andrews & Edinburgh

The Most Rev Primus of the Episcopal Church in Scotland

Elected Vice-Presidents

Joanna M Milne MBE

Margaret Dean CVO

Margaret Wheeler FMAAT

Kathleen M Fairweather CBE

Margaret Lindsell

Fiona Kidd

Margaret Ann Crawford

Sarah M James

Registered Office

Manse of Canongate, Edinburgh, EH8 8BR

Website:

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Email Address:

stmargaretschapel@gmail.com

Structure, Governance, Management & Activities

Constitution and Charitable Purposes

The Guild is a charitable unincorporated association, and the purposes and administration arrangements are set out in our 2020 Constitution. 'The charitable purposes of the Guild are to promote the knowledge and understanding of the life of St Margaret of Scotland, and to follow her example in relation to supporting family life, piety, religious education, care of church buildings and tolerance amongst religious groups'.

Recruitment and Appointment of Trustees

Following the adoption of the new constitution at the 2020 AGM, the elected Executive Committee members now serve as Trustees. There is an executive committee consisting of the President, Convenor, Vice Convenor, Secretary, Treasurer, Flower Supervisor, Membership Secretary, and up to two other Guild members.

Organisational Structure

The Guild has a membership structure. There are elected members who are office bearers who together with the ex officio President form the Executive Committee/Trustees. The Executive Committee oversees the Charity's management and administration between Annual General meetings. All members of the Executive Committee are also members of the Finance Committee. There is also a Flower Supervisor's Committee. All Committees report to the Trustees.

Activities and Achievements

Flower arrangements have been placed in the Chapel at least once a week throughout the year since 1942. These are seen by the many thousands of visitors that visit the Chapel daily in addition to those attending private events such as weddings and baptisms.

Donations amounting to £9,950 were made to worthwhile causes.

The Tap and Pay device continues to be effective in increasing the level of donations received by the Guild from visitors to Edinburgh Castle. Earlier this year, the Committee elected to purchase a new tap and pay device outright, thereby achieving a considerable reduction in ongoing costs.

Free reserves are now maintained in high interest-bearing accounts.

All financial policies as required by OSCR and Zurich have now been finalised and adopted.

Shortly our digitised booklet will be available online at no cost to readers. This will allow us to fulfill our Constitutional obligation to share the knowledge of St Margaret of Scotland globally.

Significant work has been done over the course of 2026 to rebuild the Guild website make a more accessible, visible and user-friendly for both Guild members and members of the public which has led to a significant rise in engagement.

Monthly coffee morning meetups continue to be well attended on the 6th floor, Johnie Walker Princes Street, 11am on the weekday or Saturday nearest 16th of each month (apart from November).

Throughout 2025 Guild members participated in the City-wide celebrations to mark 900 years since Edinburgh received Royal Burgh status.

In July 2025, around a dozen Guild members, attended a visit to St Margaret's Cave and Dunfermline Abbey.

The Trustees forming the Executive Committee held a Strategy Day in March 2026 which allowed us to plan the year ahead and discuss future events. Committee members continue to follow up online and in person courses on topics related to our responsibilities as Trustees of a Charity.

Finance & Going Concern Review

A surplus of £4,912 arose in the year (2025 surplus £6,470).

The Trustees are confident about the Guild's ability to continue as a going concern for the foreseeable future given current unrestricted reserves.

Reserves Policy

To protect the Guild and its charitable program against the risks of a loss through donation shortfalls and other unexpected financial losses, the Trustees have set a target for free reserves (those unrestricted reserves that are not designated) at a minimum of £20,000. The current free reserves represented by the general fund in unrestricted reserves are £37,539, (2025 - £32,627).

Our free reserves are now placed in high interest-bearing accounts and reviewed annually.

Plans for Future Periods

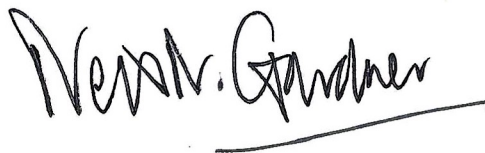
The executive committee have set up a Sub-committee to start work on our 85th Anniversary celebrations in 2027.

We look forward to offering social events in the coming year, these will include flower arranging demonstrations and a walk in Edinburgh.

Approved by the Trustees and signed on their behalf

On

1st October 2026

A handwritten signature in black ink, reading "Rev Neil Gardner". The signature is written in a cursive style with a long horizontal flourish extending to the right.

by: Rev Neil Gardner, President

Independent Examiners Report to the Trustees of

St. Margaret's Chapel Guild

I report on the accounts of the charity for the year ended 31 July 2026 which are set out on pages 5 to 9.

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 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 2005 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 2006 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.

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:
 - a. to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - b. to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 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.

Approved by

Neil M B Steven CA

Edinburgh Castle

16th Nov 2026

St Margaret's Chapel Guild

Receipts & Payments Account For the Year Ended 31st July 2026

<u>Receipts</u>	<u>2026</u>	<u>2025</u>
Chapel Donations	£10,676	£4,783
Donations	£3,307	£3,664
Gift Aid from Donations	£2,173	£1,966
Flowers	£0	£60
Jewellery Sales	£369	£338
Interest	£222	£170
Cards	£59	£90
Joining Fee	£714	£360
Total Receipts	£17,520	£11,431
<u>Payments</u>		
Payments for charitable activities		
Donations (note 1)	-£9,950	-£3,000
Cards	£0	£0
Jewellery Cost of Sales	-£350	-£398
Flowers	£0	£0
Insurance	-£376	-£366
Gifts / Gratuities	-£22	-£24
Administration	-£1,270	-£697
Website	£0	-£18
Scotland Churches Trust Subscriptions	-£50	-£50
Independent Examiner Expenses	£0	£0
Total payments for charitable activities	-£12,018	-£4,553
Governance Costs:		
AGM	-£590	-£408
Total Payments	-£12,608	-£4,961
<u>Surplus for the year</u>	£4,912	£6,470

St Margaret's Chapel Guild

Balance Sheet

For the Year Ended 31st July 2026

		<u>2026</u>	<u>2025</u>
Tangible Fixed Assets		£0	£0
Total Fixed Assets	Note 3	<u>£0</u>	<u>£0</u>
Current Assets			
Booklets	Note 4	£0	£0
Jewellery	Note 5	£540	£520
Cash at Bank		£36,999	£32,107
Total Current Assets		<u>£37,539</u>	<u>£32,627</u>
Creditors due within one year	Note 6	<u>£0</u>	<u>£0</u>
Net Current Assets		<u>£37,539</u>	<u>£32,627</u>
<u>Total Assets</u>		<u>£37,539</u>	<u>£32,627</u>
Reserves / Funds of the Charity			
Opening Funds		£32,627	£26,157
Surplus / (Deficit) for the year		£4,912	£6,470
Total Closing Funds	Note 8	<u>£37,539</u>	<u>£32,627</u>

St Margaret's Chapel Guild

Notes forming Part of the
Accounts
For the Year Ended 31st July
2026

1 Donations

During the financial year the following donations were made :-

	<u>2026</u>
QMU Study Abroad Programme	£1,000
Edinburgh City Mission	£1,000
Army Benevolent Fund Soldiers Charity	£1,000
Canongate Kirk	£1,000
Trustees of Princess Anne Charity	£1,000
Pitcairn Trust	£500
Sistema Scotland	£500
Dunfermline Foodbank	£500
STEKASkills	£500
Mary's Meals	£500
Horatio's Garden	£350
MND Scotland	£350
Strathcarron Hospice	£350
Grassmarket Community Project	£350
Veterans Housing Scotland	£350
Leuchie House	£350
Ravelrig RDA	£350

Total Donations

£9,950

2 Trustee's Payments

There were no payments to Trustees in the form of expenses, remuneration or honoraria

3 Fixed Assets

	<u>2026</u>	<u>2025</u>
Furniture & Equipment B/fwd	£31,179	£31,179
Furniture & Equipment Additions	£0	£0
Furniture & Equipment Disposals	£0	£0
Total Fixed Assets at Cost C/fwd	<u>£31,179</u>	<u>£31,179</u>

Total Depreciation B/fwd	-£31,179	-£31,179
Depreciation Charge for year	£0	£0
Depreciation eliminated at disposal	£0	£0
Total Depreciation C/fwd	<u>-£31,179</u>	<u>-£31,179</u>
Net Book Value of Fixed Assets	<u>£0</u>	<u>£0</u>

4 Stock of Booklets	<u>2026</u>	<u>2025</u>
Booklets B/fwd	£0	£0
Booklet Additions	£0	£0
Booklet Disposals	£0	£0
Total Booklets at Cost C/fwd	<u>£0</u>	<u>£0</u>

	<u>Boxes</u>	<u>Booklets</u>
31st July 2026	3	450
31st July 2025	44	6,500
31st July 2024	67	10,050

5 Stock of Jewellery	<u>2026</u>	<u>2025</u>
Jewellery B/fwd	£520	£918
Jewellery Additions	£370	£0
Jewellery Disposals	-£350	-£398
Total Jewellery at Cost C/fwd	<u>£540</u>	<u>£520</u>

		<u>Brooches</u>	<u>Earrings</u>	<u>Pendants</u>	
31st July 2026	QTY	5	2	5	
	£	£42	£40	£50	
		£210	£80	£250	£540
31st July 2025	QTY	7	2	2	
	£	£42	£60	£53	
		£294	£120	£106	£520
31st July 2024		10	3	6	

6 Creditors falling due within one year
As at 31st July creditors falling due is £nil

7 Contingent Liabilities
As at 31st July contingent liabilities were
£nil

8 Analysis of Charitable Funds
Free Reserves (General Funds) are those reserves that are available for the charity to spend after taking account of any funds designated for future expenditure and asset balances not available for spending.

Reserves	<u>2026</u>	<u>2025</u>
General Funds	<u>£26,999</u>	<u>£22,107</u>
Designated Funds /Assets		
Donations	£10,000	£10,000
Booklets	£0	£0
Jewellery	<u>£540</u>	<u>£520</u>
	<u>£10,540</u>	<u>£10,520</u>
Total Funds	<u>£37,539</u>	<u>£32,627</u>