

**Edinburgh Peace and Justice Centre**  
**Annual Report and Accounts**  
**For the Year Ended**  
**31 December 2019**

**Scottish Charity No: SC 026864**

**Edinburgh Peace and Justice Centre**  
**Annual Report and Accounts**  
**For the Year Ended 31 December 2019**

<i><b>Contents</b></i>	<i><b>Page</b></i>
Reference & Administrative Information	2
Annual Report of the Trustees	3 - 6
Report of the Independent Examiner	7
Receipts and Payments Account	8
Statement of Balances	9
Notes to the accounts	10 – 11

## **Edinburgh Peace and Justice Centre**

### **Reference and Administrative information For the Year Ended 31 December 2019**

#### ***Registered Address:***

City of Edinburgh Methodist Church  
25 Nicolson Square  
Edinburgh  
EH8 9BX

TEL: 0131 629 1058

e-mail: [contact@peaceandjustice.org.uk](mailto:contact@peaceandjustice.org.uk)

website: [www.peaceandjustice.org.uk](http://www.peaceandjustice.org.uk)

#### ***Scottish Charity Number:***

SC 026864

#### ***Management Committee (Trustees):***

The following were members of the management committee (trustees of the charity) during the financial year:

Arthur Chapman	(Chair)
Hilary Patrick	(Vice-Chair; resigned as a trustee April 2019)
David Somervell	(Vice-Chair)
Judy Russell	(Secretary)
Frank Thomas	(Treasurer)
Michael Elm	(Resigned June 2019)

#### ***Centre Co-ordinator:***

Brian Larkin

#### ***Independent examiner:***

John Paul, FCIE.  
29 Avon Crescent  
Broughty Ferry  
Dundee  
DD5 3TX

#### ***Bankers:***

Bank of Scotland  
Edinburgh Tollcross Branch  
Princes Exchange  
3 Earl Grey Street  
Edinburgh  
EH3 9BN

## **Edinburgh Peace and Justice Centre**

### **Annual Report of the Trustees For the Year Ended 31 December 2019**

The trustees are pleased to present their report and the accounts for the year ended 31 December 2019. The accounts have been prepared on a receipts and payments basis, in accordance with accounting regulations for Scottish charities.

#### ***Structure, Governance and Management***

Edinburgh Peace and Justice Centre is an unincorporated body, established by constitution in 2010, and is registered as a Scottish Charity (SC 026864). The management of Edinburgh Peace and Justice Centre is entrusted to a Committee elected by the members at the Annual General Meeting or co-opted by the Committee during the year. Further reference and administrative information, including the names of trustees, is shown on page 2.

#### ***Charitable Purposes***

The principal objects of the Centre are:

- i. To promote understanding of methods of conflict resolution, the maintenance of human rights, and the environmental conditions needed for a sustainable world order, doing so by the provision of an information and educational resource centre for the general public and for various charitable bodies that work in the same fields.
- ii. to promote the above objects in a way which maintains ethnic, religious, gender and party-political neutrality.

The objects, powers and restrictions are set out in full in the constitution.

#### ***Review of Activities***

##### **Peacebuilding in Primary Schools**

In 2019 we delivered the Cooperative Games course to 14 class groups in 6 schools. Grants were received from Network for Social Change, Awards for All, and Fellowship of Reconciliation enabling us to engage a Development Coordinator to strengthen the programme and develop a next stage of programming.

Staff Development included a cohesive training journey including revised initial training, shadowing and classroom practice and monthly in-service training days providing facilitators space to practice skills as well as specific in-service training in Nonviolent Communication and Restorative Justice Practice. The team embodied 'PeaceBuilders' work through collaborative creation of feedback and conflict systems. All this resulted in improved retention of sessional facilitators. Systems were established to better link programme activities to learning outcomes and improve reporting to better track targeted learning outcomes in line with the Scottish Curriculum for Excellence.

We completed initial development of "Collaborative Classrooms", a new programme component which builds towards a whole-school-approach where we will assess teachers' ways of working and provide tools (or training) for Restorative Practices, Peer Mediation, Circle Keeping and Nonviolent Communication. This process has been designed in consultation with peer programmes. In March 2020 the pilot was interrupted by lockdown and is yet to be completed.

## **Edinburgh Peace and Justice Centre**

### **Annual Report of the Trustees (continued)**

#### ***Review of Activities (continued)***

##### **Opposing War Memorial Project**

Fundraising efforts brought the total of funds raised for the memorial up to £64,441 of a total project budget of £162,060. As the proposed location in Princes St Gardens is in a World Heritage site the memorial will require planning permission. Memorial artist Kate Ive arranged an engineer to prepare technical drawings for a pre-application consultation. While the Transport Committee of City of Edinburgh directed officials to facilitate this process the Parks & Greenspace Department cannot confirm our site due to delays with the ongoing Ross Bandstand development planning which will impact the landscape. We are waiting for this situation to resolve rather than opt for a second-choice site within Princes St Gardens which is available to us. Once the landscaping is clarified we will proceed with site investigation, commission the technical design and submit a planning application. Further funds will still need to be raised to move forward with fabrication and installation of the bronze peace tree sculpture. We continue to hold all funds raised less monies spent on the artist competition and community engagement workshops carried out by Kate Ive in Glasgow, Edinburgh and Dundee. We provided information on the importance of celebrating our peacemaking heritage in public spaces for local people to input to a consultation on the Princes St Gardens development.

##### **Origami Cranes Project.**

After we reached our goal of 140,000 cranes made at P&J workshops & sent from 5 countries we continued to hold workshops.

#### ***Other activity in 2019***

##### **Legacies of Resistance to the First World War**

As a partner on this project with WEA Scotland a P&J representative served on the Steering Committee and staff gave input to adult learner sessions, assisted with planning and delivery of the final exhibition, co-edited the booklet, assisted with creating the web presence and helped distribute the booklet to schools and libraries. Our contribution to this project earned us £8,000 in 2019 to help with our running costs.

##### **Opposing Militarism.**

We worked with Campaign Against Arms Trade to advocate an end to arms sales to Saudi Arabia, providing a speaker for an Inter-Parliamentary Conference on Yemen and supporting Yemeni Scots activists *To Yemen with Love* event.

##### **Nuclear Disarmament Advocacy.**

We continued to raise awareness of the Treaty on Prohibition of Nuclear Weapons (TPNW) through our Origami Peace Cranes project and involvement in the International Campaign on the Abolition of Nuclear Weapons (ICAN) Scotland network, the Don't Bank on the Bomb network and the Cross-Party Group on Nuclear Disarmament at Scottish Parliament.

##### **Don't Bank on the Bomb.**

The P&J continued its involvement in this network along with Scottish CND and Medact. Our advocacy resulted in Renfrewshire and West Dunbartonshire Council resolutions calling for Strathclyde Pension fund to divest from nuclear weapons. The network supported Nuclear Free Local Authorities efforts that led to several LAs declaring support for the TPNW. The 2019 *Stop Funding the End of the World* report was published.

## **Edinburgh Peace and Justice Centre**

### **Annual Report of the Trustees (continued)**

#### ***Review of Activities (continued)***

##### **Advocating Ecological Sustainability.**

We joined with other groups UK wide to form **XR Peace** and held a workshop to look at the impact of militarism on climate change. We are in the XR Peace Coordinating group.

##### **Membership and Affiliation**

We rely on members and Organisational Affiliates for core funding.

##### **Promoting a Culture of Peace.** Main events:

- **Burns Supper** with speakers Gerda Stevenson, AL Kennedy, Lesley Orr and MC Peter MacDonald.
- Third annual **Kites Not Drones event** in the Meadows in partnership with Refugee Community Kitchen and the Meadows Pavilion Café. Over one hundred participants including many children.
- **Conscientious Objectors Day Vigil in Edinburgh** to remember COs of the First and Second World Wars and present day COs.
- **Festival Stalls.** We had stalls at the Meadows and Climate Festivals.
- Second **annual Peace Walk** in September.
- We participated in and supported the **International conference of Conscience the Peace Tax Campaign.**

##### ***People and accommodation***

**Students on work placements.** We had two students on work placements who ran stalls and cranes workshops at festivals and supported the Don't Bank on the Bomb campaign.

**Volunteers** worked hundreds of hours at workshops, events, producing P&J News, maintaining our online events calendar and as Trustees.

**Staff.** The P&J employed three part time staff, a Coordinator (0.6 FTE) an Administrator (0.3 FTE). From January 2020, we have taken on a Peacebuilders Programme Coordinator (0.25FTE).

**The Centre: The Peace & Justice Centre moved to City of Edinburgh Methodist Church.**

##### ***Financial Review***

Receipts and payments during the year are set out in the statement on page 8. There were net receipts of £22,789 in the year, compared to net receipts of £1,143 in the previous year. Restricted funds increased by £37,793 and unrestricted funds decreased by £15,004.

Income totaled £70,963 in the year compared to £55,224 in the previous year. The main increase has been in grants and donations, chiefly for the Peace-building in Schools project (PBS). Details of grants and donations are given in notes 3 and 4 to the accounts. There was a further increase in subscription income which has increased by 5.2% to £6,054.

Expenditure amounted to £48,174 compared to a total of £54,081 in the previous year. The decrease is mainly due to a change in property costs for rent and utilities.

Details of the balances at the start and end of the year are shown on page 9. Balances of £78,020 are carried forward with £50,878 of this held for restricted funds.

**Edinburgh Peace and Justice Centre**

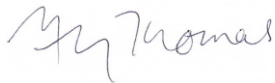
**Annual Report of the Trustees (continued)**

***Financial Review (continued)***

Details of the movement on funds are shown in note 7 on page 11. Restricted fund balances carried forward amount to £50,878 including £42,057 for the OWM project and £7,485 for Peacebuilding in Schools.

There is a balance of £27,142 remaining in unrestricted funds, which represents the free reserves of the charity. The policy of the charity is to maintain reserves at a level of at least half a year's normal expenditure which is covered on present figures.

**Approved by the Trustees on 15 November 2020 and signed on their behalf by:**



Date: 15 November 2020

**Frank Thomas**

**Trustee**

## **Report of the Independent Examiner To the Trustees of Edinburgh Peace and Justice Centre**

I report on the accounts of Edinburgh Peace and Justice Centre (the charity) for the year to 31 December 2019, which are set out on pages 8 to 11.

### **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**

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:
  - 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 Regulationshave 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.



**John Paul FCIE**

29 Avon Crescent  
Broughty Ferry  
Dundee  
DD5 3TX

**Date: 17 November 2020**



**Edinburgh Peace & Justice Centre**  
**Statement of Receipts and Payments**  
**For the Year Ended 31 December 2019**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
<b>Receipts:</b>					
Membership Subscriptions		6,054	-	6,054	5,756
Grants	3	-	23,900	23,900	6,500
Donations & fund-raising	4	2,816	23,437	26,253	23,365
Gift aid		1,175	3,308	4,483	2,310
Legacy income		-	-	-	9,321
Fee income (Workers' Educational Assoc.)		8,000	-	8,000	1,600
Sales of materials		255	-	255	426
Workshop & Event Income		-	110	110	358
Rent & room hire		1,875	-	1,875	5,565
Bank interest		33	-	33	23
Other income		-	-	-	-
<b>Total receipts</b>		<b>20,208</b>	<b>50,755</b>	<b>70,963</b>	<b>55,224</b>
<b>Payments:</b>					
Staff costs		19,845	3,972	23,817	20,622
Opposing War Memorial direct costs		-	898	898	12,703
Peace-building in Schools direct costs		-	14,973	14,973	6,901
Resource Materials		1,677	76	1,753	720
Events, publicity and printing		393	30	423	772
Donations paid over to other organisations		-	-	-	228
Rent and rates		2,207	-	2,207	7,150
Electric & other utilities		331	-	331	1,146
Office expenses		1,973	79	2,052	1,971
Insurance		788	-	788	991
Accountancy & independent examination		510	-	510	480
Other expenses		46	376	422	397
<b>Total payments</b>		<b>27,770</b>	<b>20,404</b>	<b>48,174</b>	<b>54,081</b>
<b>Net receipts in year</b>		<b>(7,562)</b>	<b>30,351</b>	<b>22,789</b>	<b>1,143</b>
<b>Transfers</b>		<b>(7,442)</b>	<b>7,442</b>	<b>-</b>	<b>-</b>
<b>Net movement in year</b>		<b>(15,004)</b>	<b>37,793</b>	<b>22,789</b>	<b>1,143</b>
<b>Balance brought forward</b>		<b>42,146</b>	<b>13,085</b>	<b>55,231</b>	<b>54,088</b>
<b>Balance carried forward</b>		<b>27,142</b>	<b>50,878</b>	<b>78,020</b>	<b>55,231</b>

The notes on pages 10 to 11 form part of these accounts.

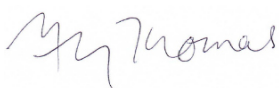
## Edinburgh Peace & Justice Centre

### Statement of Balances at 31 December 2019

<b>Funds Reconciliation:</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2019 £</b>	<b>Total 2018 £</b>
<b>Opening bank &amp; cash balances:</b>				
Current bank account	14,812	-	<b>14,812</b>	6,878
Deposit bank account	27,138	13,085	<b>40,223</b>	46,559
Cash in hand	68	-	<b>68</b>	-
PayPal balance	128	-	<b>128</b>	651
<i>Total opening bank &amp; cash balances</i>	<u>42,146</u>	<u>13,085</u>	<u><b>55,231</b></u>	<u>54,088</u>
<b>Net movement in year</b>	<u>(15,004)</u>	<u>37,793</u>	<u><b>22,789</b></u>	<u>1,143</u>
<b>Closing bank &amp; cash balances:</b>				
Current bank account	2,407	-	<b>2,407</b>	14,812
Deposit bank account	24,258	50,878	<b>75,136</b>	40,223
Cash in hand	40	-	<b>40</b>	68
PayPal balance	437	-	<b>437</b>	128
<i>Total closing bank &amp; cash balances</i>	<u>27,142</u>	<u>50,878</u>	<u><b>78,020</b></u>	<u>55,231</u>

	<b>2019 £</b>	<b>2018 £</b>
<b>Other assets :</b>		
Invoiced sales for rent and room hire	140	660
Gift aid due (estimated)	1,666	4,425
Accrued fees due from Workers' Educational Association	-	4,000
	<u><b>1,806</b></u>	<u>9,085</u>
<b>Liabilities:</b>		
Accountancy & independent examination	300	510
Invoices for printing and office supplies	249	249
HMRC - payroll liabilities	690	620
	<u><b>1,239</b></u>	<u>1,379</u>

Approved by the Trustees on 15 November 2020 and signed on their behalf by:



**Frank Thomas**

**Date: 15 November 2020**

**Trustee**

The notes on pages 9 to 10 form part of these accounts.

## Edinburgh Peace & Justice Centre

### Notes to the Accounts

#### For the Year Ended 31 December 2019

#### 1. Basis of accounting

The accounts have been prepared on a receipts and payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### 2. Nature and purpose of funds

*Unrestricted funds* can be used in furtherance of any of the charitable objects at the discretion of the trustees. *Designated funds* are set aside out of unrestricted funds for particular purposes.

*Restricted funds* can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Details of each fund are shown in note 7 below.

<b>3. Grants</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2019 £</b>	<b>Total 2018 £</b>
<i>for Peace-building in Schools project:</i>				
Network for Social Change	-	11,000	<b>11,000</b>	-
Awards for All	-	9,800	<b>9,800</b>	-
The Fellowship of Reconciliation	-	2,500	<b>2,500</b>	
Anglican Pacifist Fellowship	-	-	-	2,500
Pumphouse Trust	-	-	-	4,000
<i>for Opposing War Memorial</i>				
William Cadbury Charitable Trust	-	600	<b>600</b>	-
	<u>-</u>	<u>23,900</u>	<u><b>23,900</b></u>	<u>6,500</u>
<b>4. Donations &amp; fund-raising</b>				
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<i>for Opposing War Memorial</i>	-	23,290	<b>23,290</b>	19,612
<i>for Peace-building in Schools project:</i>	-	147	<b>147</b>	2,513
<i>for other organisations</i>	-	-	-	80
<i>for general purposes</i>	2,816	-	<b>2,816</b>	1,160
	<u>2,816</u>	<u>23,437</u>	<u><b>26,253</b></u>	<u>23,365</u>

#### 5. Trustees' remuneration and expenses

No remuneration was paid to members of the management committee (trustees) during the year. and no expenses were reimbursed to them.

	<b>2019 £</b>	<b>2018 £</b>
<b>6. Independent examiner's fees</b>		
paid in the year for accounts preparation and independent examination	<u><b>510</b></u>	<u>480</u>

## Edinburgh Peace & Justice Centre

### Notes to the Accounts

For the Year Ended 31 December 2019

7. Movement in Funds	At				At
	1.1.19	Receipts	Payments	Transfers	31.12.19
	£	£	£	£	£
<b>Restricted funds:</b>					
Peace-building in Schools	-	23,754	(17,946)	1,677	7,485
Opposing War Memorial	12,102	27,001	(2,296)	5,700	42,507
Cranes project	623	-	(162)	65	526
Weave Community	360	-	-	-	360
<b>Total restricted</b>	<u>13,085</u>	<u>50,755</u>	<u>(20,404)</u>	<u>7,442</u>	<u>50,878</u>
<b>Unrestricted funds:</b>					
Designated legacy fund	41,684	-	-	(14,542)	27,142
General fund	462	20,208	(27,770)	7,100	-
<b>Total unrestricted</b>	<u>42,146</u>	<u>20,208</u>	<u>(27,770)</u>	<u>(7,442)</u>	<u>27,142</u>
<b>Total funds</b>	<u>55,231</u>	<u>70,963</u>	<u>(48,174)</u>	<u>-</u>	<u>78,020</u>

#### Notes:

The *Peace-building in Schools* project (formerly the *Conflict resolution project*) includes grants of £23,300 received from Network for Social Change, Awards for All and the Anglican Pacifist Fellowship during the year (see note 3). Further donations of £344 were also received and, with small amounts from other sources, the project had an income of £23,754. Expenditure was partly accounted for by a contribution to staff costs and overheads at the Centre – for general oversight and coordination with schools – but mainly by fees to contractors whose roles included running sessions in cooperative games and conflict resolution in schools, developing the project further to include peace-building, evaluating the effectiveness of the project, etc.

Receipts during the year for the *Opposing War Memorial* (formerly the *Conscientious Objector Memorial*) comprise donations of £26,401 including gift aid. A grant of £600 was received from the William Cadbury Charitable Trust. Direct expenditure of £2,296 included a payment of £898 to the artist chosen for the project to conduct workshops to design elements of the memorial. An allocation of staff costs and overheads has also been charged to the project.

There was no financial activity within the Cranes project other than the allocation of a small amount of staff and administrative costs.

The role of the Centre as custodian of funds for the Scottish Peace Network ceased in 2018 with the transfer of remaining funds to the SPN. The Centre holds a small fund (£360) on behalf of the Weave Community Edinburgh.

The *designated legacy fund* arises from a legacy of £50,000 received in 2017 plus a final payment of £9,321 received in 2018.

Transfers, totalling £7,742, were made at the year-end to correct overhead allocations made in previous years.