

Parent Council/PSA AGM Tuesday 29 August 2017

Treasurer's report

1. Broughton Primary School Trust Report Annual Charity Submission

I am in the process of producing our annual submission to OSCR, which include our annual accounts.

Draft accounts (still to be signed off by an independent auditor) financial year 2016-17

Income	£12,946
Donations (Edinburgh marathon)	5875
Fundraising activities	6981
Breakdown:	
Giving Machine	487
Events	6014
Float	480
Bank interest	90
Expenditure	£11,985
Charitable activities	10,771
Breakdown:	
Cultural Fund	4000
Outdoor classroom	6000
Football team	379
Marathon entries	186
Diversity week	166
Language class trip	40
Fundraising expenses	1214

Trust bank balance at the end of the financial year was £10,275.

The full submission will be available for all to view once it has been formally signed off.

2. Accounts to August 2017

- The current bank balance for the Trust account is £8405.79.
- Income for the 2017/18 financial year so far is
 - Lunchtime café 360
 - Summer fair 2126
 - Marathon 3400 (not including gift aid)
- Expenditure for the 2017/18 financial year so far is
 - Marathon t-shirts £224
 - P7 party £90
 - Creative play £6746

3. Bank of Scotland account

I am still waiting to get access to the Bank of Scotland account so can't give an update on the bank balance. I have sent in a second set of forms which were required because of the time that had passed since changes were last made to the account (it had a McDonald Road address attached to it).

4. Gift aid

We are now successfully registered for Gift Aid and have received our first payment. This has had to be paid into the Bank of Scotland account, as HMRC cannot make gift aid payments in the Virgin Trust account (even though it is called a charity account!) I will be putting in a claim for gift aid for this year's marathon donations which should total over £700.

5. Cultural Fund

We gave the school a block grant of £4000 for the cultural fund to make it easier to spend. The £4000 has pretty much been spent, including the cost of the class trips to the Book Festival this month (I only received update spend figures last night so haven't had a chance to double check them for the exact figure). The AGM needs to make a decision on the amount of grant for this year – I propose £4000 again. As the cultural fund is popular with teachers and pupils, we will keep spend under review and can provide further funding if there is the demand from teachers.

6. Auditor required

I am happy to continue as Treasurer, although equally happy to step aside if there is someone who would like to take over – I'm not an accountant so there is probably someone better qualified than me.

We do require someone to audit our annual accounts. At the moment my ex-colleague does this. He's happy to do so again for the 16/17 accounts, but I don't know if he'll be available next year so we really need to find someone else from within the parent/carer body. It's a quick and straightforward exercise.

Kate Moir