

BEARSDEN PRIMARY SCHOOL FUNDRAISING GROUP

ANNUAL REPORT & FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
30 JUNE 2014**

CHARITY NO. SC043589

Bearsden Primary School Fundraising Group Trustees' Annual Report Year ended 30 June 2014

The Trustees have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 30 June 2014.

REFERENCE & ADMINISTRATIVE INFORMATION

Charity Name

Bearsden Primary School Fundraising Group

Charity No.

SC043589

Address

Via Bearsden Primary School, Roman Road, Bearsden, G61 2SY

Current Trustees

January Morgan-White	Chair (Elected sole Chair 11 September 2014)
Susan Bloor	Treasurer (Elected – 18 February 2014)
Andrena McPherson	Uniform co-ordinator
Laura Thomson	Secretary - Elected 11 September 2014
Lesley Adams	Elected – 11 September 2014
Samantha Arthur	(Retired as Joint Secretary 11 September 2014)
Andrew Conway	(Retired as Co-Chair 11 September 2014)
Gillian Craig	Elected - 4 September 2013
Adele Crothall	Elected - 4 September 2013
Mandy Ford	Elected - 4 September 2013
Andrea Glass	Elected - 4 September 2013
Karen McGregor	
Lorna Mitchell	Elected - 4 September 2013
Fariel Rahman	Elected – 11 September 2014
Claire Turner	Elected – 11 September 2014

Other Trustees who served during the year

Aine Allardyce	Retired - 4 September 2013
Shirley Anne Alexander	Retired - 11 September 2014
Shauna Andrews	Retired - 4 September 2013
Hazel Burgess	Retired - 18 February 2014 (Former Treasurer)
Margo Currie	Retired - 11 September 2014
Pamela Doherty	Retired - 11 September 2014
Alison Lapping	Elected - 4 September 2013, Retired – 11 September 2014
Sarah Laurand	Retired - 11 September 2014
Vicky McCabe	Retired - 4 September 2013
Sarah Jane McDowall	Retired - 11 September 2014
Wendy McLaren	Retired - 11 September 2014
Elaine O'Hara	Retired - 4 September 2013
Katharine Otway	Retired - 11 September 2014
Catriona Padmanabhan	Retired - 11 September 2014
Joanne Robertson	Retired - 11 September 2014 (Former Joint Secretary)

STRUCTURE GOVERNANCE & MANAGEMENT

Constitution

The charity is an unincorporated association. It is governed by its constitution which was adopted on 10 September 2008 and last amended on 14 January 2014. The Group was granted charitable status by OSCR on 23 November 2012.

Appointment of Trustees

Membership of the Group is open to all parents and guardians of children attending Bearsden Primary School. Trustees are elected at the Annual General Meeting which is normally held in September.

Under the constitution, there must be a minimum of 6 and not more than 30 elected Trustees at any time.

Details of all Trustees who served during the financial year are provided on page 2.

OBJECTIVES & ACTIVITIES

Charitable Purpose

The aims of the Group are to raise funds and promote social activities for Bearsden Primary School ("the school"). Its objectives are to provide the advancement of education through:

- raising funds to assist in the provision of facilities for education at the school;
- promoting social activities, and
- engaging in activities to support and advance the education and welfare of the pupils attending the school.

Activities

During the year the Group held four main charitable social events, held its annual sponsored Readathon event, produced fundraising calendars and Christmas cards, packed bags at Dobbies Garden Centre and sold a recipe book. In addition, the Group continued to administer and co-ordinate the sale of the school uniform.

The financial benefit from each event is detailed in the notes to the accounts.

FINANCIAL REVIEW

The main source of funding continues to be from organising social events and fundraising activities, including the sale of the school uniform.

Donations to the School during the year totalled £33,786.

Reserves Policy

The Trustees policy is to maintain sufficient reserves to meet 6 months of standard donation requests from the school.

PLANS FOR FUTURE PERIODS

The Trustees will continue to liaise with the Head Teacher to understand the best ways for the Group to financially support the ongoing needs of the school. The Trustees will collectively agree the quantum and use of all donations made to the school throughout the year.

It is anticipated that funds will also be utilised on the next stage of the playground improvement plan during the next financial year.

Approved by the Trustees on 17 March 2015 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'January Morgan-White', followed by a horizontal line and a small flourish.

January Morgan-White
Chair

**Bearsden Primary School Fundraising Group
Year ended 30 June 2014**

**Independent Examiner's Report to the Trustees of the Bearsden Primary School
Fundraising Group**

I report on the accounts of the Group for the year ended 30 June 2014 which are set out on pages 6 to 8.

Respective responsibilities of Trustees and Examiner

The Group's Trustees are responsible for the preparation of the accounts in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The Group's 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 (as amended). An examination includes a review of the accounting records kept by the Group 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 connection with 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 Accounts Regulations, and
 - (b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts 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.



Gavin D Yuill BA (Hons) CA MABRP
52 Thorn Road
Bearsden
G61 4BP

17 March 2015

Bearsden Primary School Fundraising Group
Statement of Receipts & Payments for year ended 30 June 2014

	<u>Note</u>	<u>Year to 30</u> <u>June 2014</u> £	<u>Year to 30</u> <u>June 2013</u> £
Receipts:			
Uniform Sales		14,979	14,428
Fundraising Events	3	11,977	7,396
Fundraising Activities	4	9,096	7,583
Shopping Commission		374	605
Donations		283	480
Total Receipts		<u>36,709</u>	<u>30,492</u>
Payments:			
Uniform Purchases		11,060	15,844
Fundraising Events	5	2,070	1,063
Fundraising Activities	6	3,556	3,218
Donations	7	33,786	14,500
Other Costs		175	254
Total Payments		<u>50,647</u>	<u>34,879</u>
(Deficit) for the year		<u>(13,938)</u>	<u>(4,387)</u>

Statement of Balances as at 30 June 2014

	<u>As at</u> <u>30 June 2014</u> £	<u>As at</u> <u>30 June 2013</u> £
Funds Reconciliation		
Balance Brought Forward	37,423	41,810
Deficit for the year	(13,938)	(4,387)
Balance at 30 June	<u>23,485</u>	<u>37,423</u>
Bank of Scotland		
BPS Fundraising Group Account	8,067	25,924
BPS Uniform Account	15,418	11,499
	<u>23,485</u>	<u>37,423</u>

All funds are unrestricted.

The Notes on pages 7 and 8 form an integral part of these accounts.

Approved by the Trustees on 17 March 2015 and signed on their behalf by:



January Morgan-White
 Chair

Bearsden Primary School Fundraising Group
Notes to the Financial Statements
Year ended 30th June 2014

Note

1 Basis of Accounting

These accounts have been prepared on the Receipts & 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

All funds are unrestricted and may be used at the discretion of the Trustees in furtherance of the objectives of the Group.

	<u>Year to 30</u> <u>June 2014</u>	<u>Year to 30</u> <u>June 2013</u>
	£	£
3 Income from Fundraising events:		
• BBQ	-	784
• Ceilidh	-	631
• Halloween Party	2,547	2,514
• Jumble Sale	3,032	-
• Ladies Night	1,507	-
• Sports Rocks	4,891	-
• Summer Fair	-	3,467
	11,977	7,396
4 Income from Fundraising activities:		
• Calendars	2,437	2,336
• Christmas cards	3,265	2,773
• Dobbies bag packing	545	375
• Readathon	2,222	2,099
• Recipe book	627	-
	9,096	7,583
5 Costs of Fundraising events:		
• BBQ	-	140
• Ceilidh	30	223
• Halloween Party	457	454
• Jumble Sale	335	-
• Ladies Night	238	-
• Sports Rocks	1,010	-
• Summer Fair	-	246
	2,070	1,063
6 Costs of Fundraising activities:		
• Calendars	839	931
• Christmas cards	2,717	2,287
	3,556	3,218

7	Donations made	<u>Year to 30</u> <u>June 2014</u> £	<u>Year to 30</u> <u>June 2013</u> £
	Bearsden Primary School	33,786	14,500

- 8 No Trustee received any remuneration in relation to their position as Trustee of the Group (2013:£Nil).
- 9 The Trustees have reviewed the carrying value of the uniform and tuck shop stock and deemed it prudent to write off the value of £1,926.