

Treasurers Report as of 28 February 2023

Fundraising Update

1. Totals raised during December was £4657.21 through the following:

a.	Prize Draw	+£2196.20
b.	Christmas Fayre	+£1906.01
c.	Cauliflower Cards	+£555
d.	Expenses	-£340.10
e.	Remaining	£4317.11

Accounts Summary

2. Cash at bank as at 2 February is £9800.03. Annual Accounts will be produced after year end which is 31 March 2023.

3. An auditor independent of the parent council will be sought to review the books at year end.

4. A summary enclosed in Annex A provides details of what is remaining from each fund-raising activity.

Funds Allocation

5. The school have requested that some of the funds raised via the Parent Council are left unallocated and reserved for unspecified requests e.g equity support. Examples of this include supporting school trips for children that would otherwise miss out or purchasing tea and coffee for connects events.

6. 15% for equity/unspecified funds requests and a further 5% for running costs on the account will be set aside from any fund-raising events. At the end of the financial year any funds remaining from the 5% running will can be reviewed and transferred over to other fund pots, nominated by the school, and agreed by the parent council.

7. Example of what this would look like based on current account balance can be found at Annex A

Funds Request Procedures

8. A suggested funding request form is attached as Annex B. This form would be used by anyone requesting funds from the parent council account, including parent council members. Voting money across would still be conducted in line with the constitution.

Future Fundraising Events

9. To ensure we build on the success of the last 12 months a more structured approach to fundraising is needed.

10. Further to this, to reduce last minute planning and the constraints, the following events are proposed for the next 12 months for fundraising events/activities. Proposal to expand events group to beyond the parent council to increase numbers.

Event/Activity	Proposed Date	Coordinator
Magic Miles	March/April 2023	Jenni Bell
Halloween Fundraiser event	October 2023	Abi Buzy
Cauliflower Cards	November 2023	TBC – Volunteer needed
Christmas Fayre	Fri 1 Dec 2023	TBC – Volunteer needed
Prize Draw	December 2023	TBC – Volunteer needed
Valentines Fundraiser event	Thursday 8 February 2024	TBC – Volunteer needed
Magic Miles	March/April 2024	TBC – Volunteer needed

11. Volunteers are requested to come forward to run these events as soon as possible as without timely coordination they are less likely to be a success. If any members of the parent council would like to be involved in or run any of the above, please contact the treasurer. (And book your holidays with work)

Digital Tools Funds Request

12. Request submitted to vote over and transfer £3548.95 to school from Christmas 2022/Digital tools funds pot for the purchase of devices. There is £3453.69 in the pot. If we agree this balance, then this would leave a deficit of £95.26 which I propose we vote across from magic miles/outdoor equipment pot.

13. Request submitted to vote over and transfer £131.99 to school from Magic Miles/Outdoor equipment funds pot for the purchase of outdoor sports equipment.

(AGREED AT MEETING ON 7 MARCH 23)

Magic Miles

14. Magic Miles will take place in April this year. A finale walk round Calderwood will be planned for the end of the magic miles week with parents and children being invited to attend and take part. Dates proposed for the week are 24-28 April with finale event on the afternoon/early evening of the 28th April. Jenni Bell is looking for parent volunteers for this event.

K E Guinan
Treasurer
Calderwood Parent Council

Copy To:

Calderwood Primary Head Teacher
Parent Council Chair
Parent Council Secretary
Fundraising Team