

# Treasurer's Report 2023

Period 1<sup>st</sup> Jan 2023 through 31<sup>st</sup> December 2023

## 1. 2023 SUMMARY

The balance at the bank as of 31<sup>st</sup> December 2022 was **£18,674.58** a net balance of £2,889.24 was overdue for payment from the band accounts for 2022 given the starting position for the year **£15,785.34** available to the band.

The band's total expenditure for 2023 was £31,979.81 from a total income of £27,397.00, giving a deficit of **£4,582.81** for the year.

The balance in the bank as of 31<sup>st</sup> December 2023 was **£10,959.53** with £57 overdue for payment, and early monies taken for Prior Court (£200) and the deposit for the 2024 Tartan Ball (£500) paid, making the final position for the year **£11,202.53** available to the band for 2024.

The following is a high-level summary of the accounts together with some analysis against previous years.

| Calendar Year                  | 2021              | 2022              | 2023              | Variance 22 v 23  |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>INCOME</b>                  |                   |                   |                   |                   |
| Subscriptions                  | £2,335.23         | £2,520.17         | £2,460.00         | -£60.17           |
| Engagements                    | £4,000.00         | £10,007.57        | £13,235.86        | £3,228.29         |
| Competition Prizes/ Income     | £0.00             | £875.00           | £2,157.50         | £1,282.50         |
| Sponsorship/Donations/Gift Aid | £976.06           | £1,510.62         | £1,519.53         | £8.91             |
| Other (Misc.)                  | £143.92           | £299.04           | £347.00           | £47.96            |
| Tartan Ball                    | £6,261.00         | £5,052.55         | £7,677.11         | £2,624.56         |
| <b>Total Income</b>            | <b>£13,716.21</b> | <b>£20,264.95</b> | <b>£27,397.00</b> | <b>£7,132.05</b>  |
|                                |                   |                   |                   |                   |
| <b>EXPENSES</b>                |                   |                   |                   |                   |
| Expenses for Engagements       | £1,102.74         | £4,068.28         | £2,395.51         | -£1,672.77        |
| Instruments and Maintenance    | £1,078.65         | £1,400.00         | £5,239.85         | £3,839.85         |
| Uniforms and Maintenance - QM  | £332.17           | £1,397.31         | £1,055.11         | -£342.20          |
| Competition Expenses           | £136.00           | £881.20           | £9,615.91         | £8,734.71         |
| Hall Fees                      | £1,487.00         | £5,165.00         | £5,460.40         | £295.40           |
| Other Expenses                 | £533.84           | £430.42           | £1,248.86         | £818.44           |
| Tartan Ball                    | £4,567.71         | £4,615.00         | £6,964.17         | £2,349.17         |
| <b>EXPENSES - TOTAL</b>        | <b>£9,238.11</b>  | <b>£17,957.21</b> | <b>£31,979.81</b> | <b>£14,022.60</b> |
|                                |                   |                   |                   |                   |
| <b>Surplus Income/ Expense</b> | <b>£4,478.10</b>  | <b>£2,307.74</b>  | <b>-£4,582.81</b> |                   |

## 2. NOTES ON INCOME AND EXPENDITURE

Key points to note are as follows:

### Subscriptions

All but two members of the band paid their member's subscription in 2023 and a total of **£2,460.00** was collected, this is comparable to last year's subscription income.

| Mem Type           | Count of # |
|--------------------|------------|
| Assoc              | 4          |
| Guest              | 6          |
| Honorary           | 1          |
| Full               | 55         |
| Junior             | 11         |
| Student            | 3          |
| <b>Grand Total</b> | <b>80</b>  |

### Engagements

The public engagements contracted by the band continue to be the main source of ongoing income for the band. It is vital that the members of the band support engagements so we can meet our contractual obligations, receive income, and secure repeat bookings for the following year.

In 2023 the income received from engagements was **£11,993.00** from 15 booked engagements. Unfortunately, two of those engagements were cancelled by the organisers at the last moment due to the now unpredictable weather, which could have seen the income rise by a further £900. The Andre Rieu concert was the highlight of the calendar, raising £4,993.00 for the band.

Fundraising at Windsor and Reading increased the income to the band by a further **£1,242.86**.

The Total Funds raised by the band was **£13,235.86**

Expenses for engagements were **£2,395.91** for the same period. Many thanks to members for submitting their completed claims promptly during the year and completing them before the end of the financial year.

### Pipe Major Expenses

For the year, the total expenditure by the Pipe Major was **£5,239.95** which is broken down as follows: -

- Piping Expenses £445.00
- New Competition Drums/ Carriers £4,839.85

A generous donation of £1,085.00 was given to the band for drum accessories.

## Hall Hire

Hall Hire for the band was **£5,460.00** which is broken down as follows: -

- Monday nights, St Andrews £3,610.00
- Thursday nights St Johns £1,697.00
- ad hoc practices in other halls £153.00

As expected, this is more than last year due to hourly fees rising in line with inflation, particularly heating costs.

## Competitions

The band competed in 2 indoor competitions at Luton and outdoor competitions this year including the Colchester, Worlds, Aberdeen and Chatsworth, and won 3 trophies and **£1,405.00** in prize money.

The net cost of attending the **World** Championships in Glasgow was £3,101.47 (Budget £3,150.00); Expenditure was £3,659.47 for rooms; Income from Guest rooms was £558.00.

The net cost of attending the European Championships in **Aberdeen** was £3,197.00. (Budget £3,200.00) for players. A coach was hired for £350.00 which was funded by the Windsor Fundraising.

The total income from Competitions including prize monies and guest accommodation/ gate monies collected was **£2,157.50**, whereas the total expenditure for Competitions was **£9,615.91**, giving a net expenditure being **£7,458.41**

|                    | Fees           | Luton Quartets | Luton J McGinn | Colchester     | England Chatsworth | European Aberdeen | Worlds Glasgow   | Total             |
|--------------------|----------------|----------------|----------------|----------------|--------------------|-------------------|------------------|-------------------|
| Coach              |                |                |                |                |                    | £350.00           |                  | <b>£350.00</b>    |
| Entry              |                | £168.00        | £57.00         | £76.00         | £217.50            | £75.00            | £30.00           | <b>£623.50</b>    |
| Expense            |                | £103.48        | £279.16        | £500.10        | £639.20            | £3,197.00         | £3,659.47        | <b>£8,378.41</b>  |
| Income             |                |                |                |                | -£112.50           |                   | -£640.00         | <b>-£752.50</b>   |
| Prize              |                |                |                | -£205.00       | -£1,200.00         |                   |                  | <b>-£1,405.00</b> |
| RSPBA Fees         | £264.00        |                |                |                |                    |                   |                  | <b>£264.00</b>    |
| <b>Grand Total</b> | <b>£264.00</b> | <b>£271.48</b> | <b>£336.16</b> | <b>£371.10</b> | <b>-£455.80</b>    | <b>£3,622.00</b>  | <b>£3,049.47</b> | <b>£7,458.41</b>  |

## Tartan Ball

The Tartan Ball, which is always a highlight of the year, was well organised, enjoyed by 139 people and raised **£712.94** for the band.

| Area                            | Income           | Expenditure      |
|---------------------------------|------------------|------------------|
| 139 Tickets                     | £5,977.00        |                  |
| Ticket Refund                   | £43.00           | £43.00           |
| 42 Taxi Booked                  | £340.00          |                  |
| Taxi Price                      |                  | £320.00          |
| Band                            |                  | £750.00          |
| Raffle                          | £1,175.00        |                  |
| Roll a Pound                    | £142.11          |                  |
| Hall/ Meal                      |                  | £5,347.40        |
| Staff Gratuity                  |                  | £200.00          |
| General Expenses                |                  | £303.77          |
| <b>Total</b>                    | <b>£7,677.11</b> | <b>£6,964.17</b> |
| <b>Surplus over Expenditure</b> | <b>£712.94</b>   |                  |

## General Expenses, Donations and Other Income

Income from Donations was **£1,519.53**, which included a generous donation of £1085.00 from a member of the band toward Drum accessories and £150.00 from a small performance.

Other Income was **£347.00** which was wholly from the sale of tea on Monday nights during practice.

Other General Expenditure was **£1248.86** which included the following new website; safeguarding course; hall defibrillator; Ensemble online Software; and Insurance.

## Gift Aid

Following acceptance of the accounts an application will be made for Gift Aid from the Government which will be included in the 2024 accounts as income for that year.

## Uniform/Quarter Master Expenses

The QM was allocated a budget of £3,000.00 for the year, however, only managed to spend **£1,055.11** of this despite having to turn out the band in full uniform for the Andre Rieu concert.

Kit was recycled successfully between those unable to play at engagements or who had left the band and reallocated to new members who got the “Aye” nod from the PM to start playing at engagements.

| Item                    | Value            |
|-------------------------|------------------|
| Dymo machine            | £11.99           |
| Dymo tape               | £6.75            |
| Ear plugs and tags      | £12.64           |
| Tailor                  | £70.00           |
| Sporran Chain           | £15.60           |
| Equipment Collection    | £28.80           |
| 3x waistcoat repair     | £45.00           |
| 4x kilt extensions      | £27.96           |
| Dry clean drummer plaid | £12.95           |
| Glengarry Eric          | £24.98           |
| Glengarry Seb           | £12.98           |
| Red cable ties          | £3.49            |
| Hackles                 | £138.96          |
| Kilt Straps             | £20.00           |
| Glengarry (2)           | £51.97           |
| Kilt Hanger             | £7.24            |
| Kilt Hanger (8)         | £71.60           |
| Glengarry               | £24.99           |
| Tea Towels              | £8.99            |
| Dry clean Kit           | £29.85           |
| Pipers Badge            | £15.98           |
| Tartan Shipping         | £11.99           |
| Plaids                  | £303.00          |
| Tailor                  | £25.00           |
| Mileage                 | £22.40           |
| Tailoring               | £50.00           |
| <b>TOTAL</b>            | <b>£1,055.11</b> |

Mark Haynes  
 Treasurer  
 Reading Scottish Pipe Band  
 14<sup>th</sup> Feb 2024

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| Mileage                 | £22.40           |
| Tailoring               | £50.00           |
| <b>TOTAL</b>            | <b>£1,055.11</b> |

Mark Haynes  
 Treasurer  
 Reading Scottish Pipe Band  
 14<sup>th</sup> Feb 2024

# AGM 2024 – Examiners’ report

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## Examiners’ Report, 2024

March 2024

### Examiner’s report to the trustees of Reading Scottish Pipe Band

### Examiner’s unqualified report for a non-company charity preparing accruals accounts

Our report to the charity trustees on our examination of the accounts of the Reading Scottish Pipe Band for the year 1st January to the 31st December 2023

Responsibilities and basis of report as the trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (‘the 2011 Act’).

You are satisfied that your charity is not required by charity law to be audited and have chosen instead to have an independent examination.

We report in respect of our examination of the Trust’s accounts as carried out under section 44 (1) (c) of the 2011 Act. In carrying out our examination we have followed the requirements of the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act

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We ensured that the bank account balance was accurately recorded in the accounts at the start and the end of the accounting period, and a sample of transactions were reconciled between the bank statements and detailed transaction listing. We checked that transactions in 2024 relating to the 2023 accounting period were correctly recorded. A sample of large transactions were checked to supporting documentation. The Treasurer’s report and calculations were checked for accuracy, consistency and misstatements.

## Observations

A number of minor comments/observations were noted during the review of the files, all of which have been rectified prior to final publication.

- Minor inconsistency where some items were labelled ‘Complete, awaiting payment’, yet the files indicated that no monies remained due.
- Minor inconsistency indicating that a trivial sum of member subs remain due, and yet none were due.
- Clarification sought on a private engagement where funds were received and disbursed via the Band’s bank account
- A typographical error in the Treasurer’s Report
- Expanded comment requested on the significant increase in competition expenses

The examiners felt that the accounts very easy to follow and well put together, with very thorough record keeping. Mark Haynes should be congratulated on doing such a thorough job.

Scott Morton

Karen Osman

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