

KINGSLAND PRIMARY SCHOOL PARENT COUNCIL

OSCR SCIO registration number: SC050455

Receipts and payments statement of account
for the year to 31 July 2024

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KINGSLAND PRIMARY SCHOOL PARENT COUNCIL
APPENDIX 1

Trustees' Annual Report for the period 1 August 2023 to 31 July 2024

Reference and administration details

| | |
|---------------------------------|---------------------------------------------------------------------------|
| Charity name | Kingsland Primary School Parent Council |
| Other names charity is known by | Kingsland Parent Council |
| Registered charity number | SC050455 |
| Charity's principal address | Kingsland Primary School Neidpath Road Peebles Postcode EH45 8NN |

Names of the charity trustees on date of approval of Trustees' Annual Report

| Trustee name | Office (if any) | Dates acted if not for whole year |
|-----------------------------------------------------------------------------------|-----------------|-----------------------------------|
|  | | |

Structure, governance and management

| | |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Type of governing document | Constitution |
| Trustee recruitment and appointment | Appointment as a trustee shall be by self-nomination from any member of the parent body and be limited to parents/carers of children enrolled, and, in Kingsland Primary School. All nominations will require to be seconded prior to appointment. In the event of a tie, the trustees will be required to vote. |

Objectives and activities

| | |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Charitable purposes | The purpose of the Parent Council shall be to support the advancement of education in Kingsland Primary School, Peebles, by: Ensuring and enabling close co-operation and communication between parents and teachers, including the school's Leisure and Social Committee. Studying and discussing matters of mutual interest relating to the education and welfare of the student body. Engaging in activities which support and advance the education and mental and physical wellbeing of the student body. Supporting the school to make improvements where needed by working with parents, children, teachers and school staff and the wider community. Promoting the equality of experience regardless of socioeconomic background. |
| Summary of the main activities in relation to these objects | The main activities of the Parent Council are to meet regularly with the school appointed representatives to discuss policy, success and improvements of recent initiatives and events. Discuss and action any queries and suggestions made by the wider parent forum. To agree how to apply funds to projects and to help students and the parent forum as necessary. To fundraise for initiatives as necessary. |

Achievements and performance

Summary of the main achievements of the charity during the financial period

Whole School events included a Sponsored walk, Halloween Party, Christmas cards and mugs sale, Christmas Fayre, in school Christmas Parties, a live Pantomime, Spring discos and a Summer Fayre. The school Choir performed at local events as well as in school and at our School Fayres. The parent council paid for Swimming lessons for P4 to P7 pupils, and this year we gave each class teacher and group a bonus fund to spend as they wanted. For example the junior school teachers pooled their bonus funds to create a reading nook. We also had a visit from special Guest Authors which the Parent Council funded. Further improvements to our Share Shed initiative (started by the P7's a few years ago to share school uniform) was refurbished and the Parent Council also contributed to revamping outdoor growing projects.

Financial review

Brief statement of the charity's policy on reserves

The Board determined that a Reserve Fund of £2,000 is to be maintained at all times to ensure that any unforeseen costs that the school may require can all be met, and any future commitments can take place for a period of at least one year. There being no other regular committed expenditure by the Parent Council this was deemed sufficient for this financial year.

Details of any deficit

There were no financial deficits in this financial year.

Donated facilities and services (if any)

The parent council is extremely grateful to Kingsland Primary School and all its staff for supporting the Parent Council and allowing us to hold meetings and events in school.

Other optional information

We would also like to thank the ongoing support of all the volunteers that support all the children and families of Kingsland Primary School. This year we collated all the names of volunteers and there were 232 parent volunteers, some of whom were able to volunteer at multiple events. We thank you for your support.

Declaration

The trustees declare that they have approved the trustees' report above.

Date

22-Apr-25

Kingsland Primary School Parent Council

SC050455



Receipts and payments accounts

| For the period from | Period start date | | | to | Period end date | | |
|---------------------|-------------------|-------|------|----|-----------------|-------|------|
| | Day | Month | Year | | Day | Month | Year |
| | 1 | Aug | 2023 | | 31 | Jul | 2024 |

Section A Statement of receipts and payments

| | Unrestricted funds | Restricted funds | Expendable endowment funds | Permanent endowment funds | Total funds current period | Total funds last period |
|---------------------------------------------------------------|--------------------|------------------|----------------------------|---------------------------|----------------------------|-------------------------|
| | to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ |
| A1 Receipts | | | | | | |
| Donations | 850 | | | | 850 | 177 |
| Legacies | | | | | - | - |
| Grants | | | | | - | - |
| Receipts from fundraising activities | 12,127 | | | | 12,127 | 14,715 |
| Gross trading receipts | | | | | - | - |
| Income from investments other than land and buildings | | | | | - | - |
| Rents from land & buildings | | | | | - | - |
| Gross receipts from other charitable activities | | | | | - | - |
| | | | | | - | - |
| A1 Sub total | 12,977 | - | - | - | 12,977 | 14,892 |
| A2 Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | - |
| Proceeds from sale of investments | | | | | - | - |
| A2 Sub total | - | - | - | - | - | - |
| Total receipts | 12,977 | - | - | - | 12,977 | 14,892 |
| A3 Payments | | | | | | |
| Expenses for fundraising activities | 4,249 | | | | 4,249 | 3,828 |
| Gross trading payments | | | | | - | - |
| Investment management costs | | | | | - | - |
| Payments relating directly to charitable activities | 8,501 | | | | 8,501 | 16,500 |
| Grants and donations | | | | | - | - |
| Governance costs: | | | | | - | - |
| Audit / independent examination | | | | | - | 40 |
| Preparation of annual accounts | | | | | - | - |
| Legal costs | | | | | - | - |
| Other | | | | | - | - |
| | | | | | - | - |
| A3 Sub total | 12,750 | - | - | - | 12,750 | 20,368 |
| A4 Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | | | | | - | - |
| Purchase of investments | | | | | - | - |
| A4 Sub total | - | - | - | - | - | - |
| Total payments | 12,750 | - | - | - | 12,750 | 20,368 |
| Net receipts / (payments) | 227 | - | - | - | 227 | (5,476) |
| A5 Transfers to / (from) funds | | | | | - | |
| Surplus / (deficit) for year | 227 | - | - | - | 227 | (5,476) |

Section B Statement of balances

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|----------------------|------------------------------------------------------------|------------------------------------|----------------------------------|--------------------------------------------|-------------------------------------------|--------------------------------------|-----------------------------------|
| B1 Cash funds | Cash and bank balances at start of year | 5,299 | | | | 5,299 | 10,715 |
| | Surplus / (deficit) shown on receipts and payments account | 227 | - | | | 227 | (5,476) |
| | | | | | | - | - |
| | | | | | | - | - |
| | Cash and bank balances at end of year | 5,526 | - | - | - | 5,526 | 5,239 |
| | (Agree balances with receipts and payments account(s)) | - | - | - | - | - | - |

| | Details | Fund to which asset belongs | Market valuation to nearest £ | Last year to nearest £ |
|-----------------------|---------|-----------------------------|----------------------------------|---------------------------|
| B2 Investments | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | Total | - | - |

| | Details | Fund to which asset belongs | Cost (if available) to nearest £ | Current value (if available) to nearest £ | Last year to nearest £ |
|------------------------|---------|-----------------------------|-------------------------------------|----------------------------------------------|---------------------------|
| B3 Other assets | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | Total | - | - | - |

| | Details | Fund to which liability relates | Amount due to nearest £ | Last year to nearest £ |
|-----------------------|---------|---------------------------------|----------------------------|---------------------------|
| B4 Liabilities | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | Total | - | - |

| | Details | Fund to which liability relates | Amount due (estimate) to nearest £ | Last year to nearest £ |
|----------------------------------|---------|---------------------------------|---------------------------------------|---------------------------|
| B5 Contingent liabilities | | | | |
| | | | | |
| | | | | |
| | | Total | - | - |

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date of
approval

22 Apr 25

Section C Notes to the Accounts

C1 Nature and purpose of funds *(may be stated on analysis of funds worksheets)*

The purpose of all funds is in the furtherance of the objectives of the charity.

C2 Grants

| Type of activity or project supported | Individual / institution | Number of grants made | £ |
|---------------------------------------|--------------------------|-----------------------|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total | | | - |

C3a Trustee remuneration

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b) | X |
|------------------------------------------------------------------------------------------------------------------------------------------------------|----------|

C3b Trustee remuneration - details

| Authority under which paid | £ |
|----------------------------|---|
| | |
| | |
| | |
| | |
| | |

C4a Trustee expenses

| | |
|-----------------------------------------------------------------------------------------------------------------------|----------|
| If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b) | X |
|-----------------------------------------------------------------------------------------------------------------------|----------|

C4b Trustee expenses - details

| | Number of trustees | £ |
|--|--------------------|---|
| | | |
| | | |
| | | |
| | | |
| | | |

C5 Transactions with trustees and connected persons

| Nature of relationship | Nature of transaction | Transaction amount (£) | Balance outstanding at period end (£) |
|------------------------|-----------------------|------------------------|---------------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

C6 Other information

| |
|--|
| |
|--|



Kingsland Primary School Parent Council

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Additional analysis (1)**Analysis of receipts and payments****1 Donations**

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|-------------------------------------|------------------------------------|----------------------------------|--------------------------------------------|-------------------------------------------|--------------------------------------|-----------------------------------|
| Easy Fundraising donations | 47 | | | | 47 | 63 |
| Amazon Smile donations | - | | | | - | 114 |
| Regular donations via JustGiving | 540 | | | | 540 | |
| Collections from Choir performances | 263 | | | | 263 | - |
| Total | 850 | - | - | - | 850 | 177 |
| | - | - | - | - | - | - |

2 Grants

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | | Total current period to nearest £ | Total last period to nearest £ |
|--------------|------------------------------------|----------------------------------|--|--------------------------------------|-----------------------------------|
| | | | | - | - |
| | | | | - | - |
| | | | | - | |
| | | | | - | |
| Total | - | - | | - | - |
| | - | - | | - | - |

3 Receipts from fundraising activities

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|----------------------------------------------------|------------------------------------|----------------------------------|--------------------------------------------|-------------------------------------------|--------------------------------------|-----------------------------------|
| Bakesale | - | | | | - | 165 |
| Whole School Sponsored walk sponsorship | 1,795 | | | | 1,795 | 5,735 |
| Halloween Party voluntary donations | 237 | | | | 237 | 129 |
| Christmas Fayre takings | 3,299 | | | | 3,299 | 2,261 |
| Sale of pupil designed Christmas cards & calendars | 2,893 | | | | 2,893 | 3,122 |
| Summer Fayre takings | 3,242 | | | | 3,242 | 3,303 |
| Spring discos | 662 | | | | 662 | |
| | | | | | - | |
| Total | 12,127 | - | - | - | 12,127 | 14,715 |
| | - | - | - | - | - | - |

4 Payments relating directly to charitable activities

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|-----------------------------------------------|------------------------------------|----------------------------------|--------------------------------------------|-------------------------------------------|--------------------------------------|-----------------------------------|
| Support for P7 residential trip and uniform | 110 | | | | 110 | 3,000 |
| P1 welcome packs | | | | | - | 100 |
| Halloween treats (now moved to fundraising) | | | | | - | 131 |
| Christmas parties and in-classroom activities | 1,824 | | | | 1,824 | 1,749 |
| Illustrator event and guest author | 120 | | | | 120 | 300 |
| Outdoor and gardening expenses | 80 | | | | 80 | 372 |
| Smart Board purchases incl maintenance | | | | | - | 8,500 |
| Library revamp | | | | | - | 2,165 |
| Other incidentals - cables, storage boxes | 53 | | | | 53 | 183 |
| Swimming lessons | 2,264 | | | | 2,264 | |
| Teachers bonus cash pots | 4,050 | | | | 4,050 | |
| Total | 8,501 | - | - | - | 8,501 | 16,500 |
| | - | - | - | - | - | - |

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Additional analysis (2)

5 Breakdown of unrestricted funds

| | Unrestricted fund 1 - enter name of fund below General | Unrestricted fund 2 - enter name of fund below | Unrestricted fund 3 - enter name of fund below | Unrestricted fund 4 - enter name of fund below | Total unrestricted funds | Total unrestricted funds last period |
|----------------------------------------------------------------|------------------------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------|--------------------------------|--------------------------------------------|
| Receipts | | | | | | |
| Donations | 850 | | | | 850 | 177 |
| Legacies | | | | | - | - |
| Grants | | | | | - | - |
| Receipts from fundraising activities | 12,127 | | | | 12,127 | 14,715 |
| Gross trading receipts | | | | | - | - |
| Income from investments other than land and buildings | | | | | - | - |
| Rents from land & buildings | | | | | - | - |
| Gross receipts from other charitable activities | | | | | - | - |
| Sub total | 12,977 | - | - | - | 12,977 | 14,892 |
| Receipts from asset & investment sales | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | - |
| Proceeds from sale of investments | | | | | - | - |
| Sub total | - | - | - | - | - | - |
| Total receipts | 12,977 | - | - | - | 12,977 | 14,892 |
| Payments | | | | | | |
| Expenses for fundraising activities | 4,249 | | | | 4,249 | 3,828 |
| Gross trading payments | | | | | - | - |
| Investment management costs | | | | | - | - |
| Payments relating directly to charitable activities | 8,501 | | | | 8,501 | 15,500 |
| Grants and donations | | | | | - | - |
| Governance costs: | | | | | - | - |
| Audit / independent examination | | | | | - | 40 |
| Preparation of annual accounts | | | | | - | - |
| Legal costs | | | | | - | - |
| | | | | | - | - |
| | | | | | - | - |
| Sub total | 12,750 | - | - | - | 12,750 | 19,368 |
| Payments relating to asset and investment movements | | | | | | |
| Purchases of fixed assets | | | | | - | - |
| Purchase of investments | | | | | - | - |
| Sub total | - | - | - | - | - | - |
| Total payments | 12,750 | - | - | - | 12,750 | 19,368 |
| Net receipts / (payments) | 227 | - | - | - | 227 | (4,476) |
| Transfers to / (from) funds | | | | | - | - |
| Surplus / (deficit) for year | 227 | - | - | - | 227 | (4,476) |
| Nature and purpose of funds | | | | | | |
| All funds are in furtherance of the objectives of the charity. | | | | | | |

KINGSLAND PRIMARY SCHOOL PARENT COUNCIL
Appendix 3

Independent examiner's report on the accounts
For the year ended 31 July 2024

**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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 2006 Accounts Regulations. 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 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

