

Agenda

South Morningside Parent Council AGM

Monday 12th September 2016 at 6.45pm in the Main School Hall

- 6.45** Welcome, enjoy a glass of wine or juice
- 7.00** Meeting start, attendees and apologies (Chair)
- 7.05** Introduction from Head Teacher (Michael Urquhart)
- 7.15 Parent Council: a review of 2015/2016 and looking forward to 2016/2017**
- a) Chair update (Craig Hilton)
 - b) Fundraising update (Sheri Wallace)
 - c) Finance Group update (Miriam Jackson)
 - d) Playground Group update (Karen Richmond)
 - e) Clubs Group update (Kathy Gillies)
 - f) Accommodation Group update (Kirstin Beard)
 - g) Transport Group update (Alan Rehfish)
 - h) Morningside Community Council update (Noelle O'Doherty)
 - i) Communications Group update (Deborah Murphy)
 - j) Summary (Craig Hilton)
- 8.00 Parent Council Membership** (Secretary)
- a) Record of members standing down and membership status
 - b) Appointment of new parent member volunteers
 - c) Appointment of Office Bearers (voting members of the new PC)
- 8.15 Other AGM Business**
- a) Approval of Minutes of September 14th 2015 AGM (Secretary)
 - b) Constitution Status (Secretary)
 - a. Amendment to section 11. Finances – to support online payment authorisation
 - c) Approval of SMPC Annual Accounts (Treasurer/Chair)
 - d) Appointment of independent examiner of accounts 2016/2017 (Treasurer/Chair)
- 8:20 AOB**
- 8.25 Close**

Date of first Parent Council meeting: Monday 10th October 2016

Supporting Papers

South Morningside Parent Council Meeting

Monday 12th September 2016 at 6.45pm in Main School Hall

1. Chair Report (Craig Hilton)
2. Finance Group Report (Miriam Jackson)
3. Draft Minutes of the Parent Council AGM Monday 14th September 2015 (Susanna Waller)
4. Proposed Amendment to Constitution (Craig Hilton)
5. Report and Accounts (Chris Hebden)

Parent Council Meeting Dates for 2016/2017

Monday 10th October 2016

Monday 28th November 2016

Monday 23rd January 2017

Monday 6th March 2017

Monday 8th May 2017

Monday 5th June 2017



South Morningside Parent Council (SMPC)
C/O South Morningside School
Comiston Road
Edinburgh
EH10 5QN

Chair: Craig Hilton

Secretary: Susanna Waller

Treasurer: Chris Hebden

Chair's Report – 2016 AGM

Given that our parent council is an organisation which relies on the time, efforts and skills of volunteer parents and carers, we achieve a lot.

Some highlights from the past year:

- Undertook a finance survey to inform our spending decisions (269 responses)
- Undertook a transport survey related to Deanbank (138 responses)
- Consulted on the New School and took a deputation to the full Edinburgh Council session
- Ran 15 clubs, offering 20 sessions and 30 hours of activities every week
- Started Code Club and extended our clubs to Deanbank
- Shared information via our website, twitter and Facebook (over 800 views each month)
- Ran Summer Fairs, Winter Fairs, arranged Christmas Cards, a Ceilidh and much more...
- ...raising over £15,000, spent making the school experience a better one for all our children

Looking forward, there is always more to do. Parents will play a critical role in consulting and shaping the New School – something many of us thought would never happen; We have (after many years of trying) started to get momentum on working with the council on playground improvements; transport at all our sties continues to have concerns and be something we will lobby on.

There's always plenty to do.

A number of PC members are stepping down at the AGM, I'd like to thank them for their efforts, advice and ideas over the past few years. I'd also like to thank our Secretary, Susanna, for her excellent organisation and advice – you were a great sounding-board.

I will also be stepping down as Chair at the AGM, having been in role for over 3 years. A volunteer has stepped forward to become the new chair, who I know will be fantastic. I am sure the PC has a great year ahead of it.

It has been an enjoyable 3 years. I've learnt a huge amount, met some amazing people and as I said at the start, been continuously impressed with what the PC achieves.

But as I also said, there's always plenty to do. If you can spare a bit of time, or have an idea...

Craig Hilton

Chair, South Morningside Parent Council

Finance Group Report to 12 September 2016 SMPC AGM

1. The role of the Finance Group

Is to ensure all fund raising money raised is spent in a consistent and fair manner “to support and advance the education and welfare of pupils by providing and assisting the provision of facilities at the school which are not carried out by the local authority.”

This involves preparing a high level budget in line with school strategy, collating all requests for funding, meeting prior to each SMPC meeting as required to discuss each funding request, report to the full SMPC meeting all funding requests received with recommendations for acceptance/rejection for each item. The SMPC will then vote whether to accept or reject the recommendations.

2. Budget for 2016-17

| | |
|--|----------------|
| Whilst the accounts at the start of the year show cash available of | 46,294 |
| | |
| The PC has already committed to the following expenditure in 2015/16 and earlier: | |
| Phase 1 Playground improvements | -17,381 |
| Other 15/16 approved items still awaiting invoices | -600 |
| The PC must retain a working balance to be used for floats at the fairs. | -3,000 |
| | |
| This leaves available funds at the end of 2015/16 of | 25,313 |
| | |
| Less the following annual recurring commitments for 2016/17 expenditure: | |
| Science Week | -3,000 |
| Teacher's Allocation | -2,750 |
| Library Books | -1,000 |
| Drama Workshops | -1,000 |
| Arts and Crafts Supplies | -750 |
| Scottish Opera | -350 |
| P3 School Football Team Set up | -250 |
| Parentmail | -300 |
| SMPC Website Annual Maintenance | -150 |
| AGM & Intro to P1 parents Evening | -300 |
| Annual school teams race fees (ski teams, etc) | -450 |
| JASS award - P6 Adventure & Community sections | -450 |
| P7 Bonaly Activity day – Transport costs. | -260 |
| Recurring Spend Total: | -11,010 |
| | |
| This leaves uncommitted funds at the start of 2016/17 of | 14,303 |
| | |
| | |

As in previous years we have planned a number of fund raising events that we hope will raise £16,500. We expect the clubs to run at breakeven and should expect all costs already approved to be spent. If fund raising continues at current levels this should leave us with about £30,803 to spend this year: £11,010 ring-fenced for the annual recurring spends for 2017/18 session & c. £19,793 for new funding requests in 16/17.

With funds now more constrained than in the past, the PC surveyed the wider parent group last year to gauge opinion on where parents wanted the fundraising monies to be spent. This gave us a mandate for agreeing future budgets. The parent survey will be repeated this year. As a precursor to this, we have pulled together where money has gone in the last session for 2015/16 (see next page).

The PC will vote on other items of expenditure at future meetings so if there are particular requests that you think should be considered please complete the form on the [SMPC website](http://sm-pc.org) (<http://sm-pc.org>) and email it to the Finance Group at finance@sm-pc.org.

3. Sub-group members

Any PC members (new or existing) wishing to join the Finance sub-group would be very welcome.

Miriam Jackson on behalf of the finance sub-group

Fundraising Finances committed in 2015/16 session:

| | |
|--|---------------|
| Approved recurring expenditure for 2015/16: | |
| Science Week | 3,000 |
| Teacher's Allocation | 2,500 |
| Library Books | 1,000 |
| Drama Workshops | 1,000 |
| Arts and Crafts Supplies | 750 |
| Scottish Opera | 350 |
| P3 Football Set up | 250 |
| Parentmail | 300 |
| SMPC Website Annual Maintenance | 150 |
| AGM & Intro to P1 parents Evening | 200 |
| Total recurring expenditure for 2015/16: | 9,500 |
| | |
| One off 2015/16 funding requests: | |
| Christmas Capers popcorn | 160 |
| Boyd Anderson School ski team fees | 48 |
| Lighting for the P1 Nativity play | 222 |
| Leaving Gift for the Janitor | 125 |
| P5 Lendrick Muir trip assistance | 260 |
| AGM Wine | 75 |
| Code club start-up costs | 405 |
| Padlock for shed | 34 |
| School ski team competition fees | 92 |
| Ice lollies for Sports Day | 205 |
| JASS award - P6 Adventure & Community sections | 450 |
| P7 Bonaly Activity day – Transport costs. | 260 |
| Uplift of annual recurring spend to accommodate school race fees & revised costs | 800 |
| <i>Sub-total:</i> | 3,136 |
| Total PC Finance group requests for 2015/16 | 12,636 |

SOUTH MORNINGSIDE PRIMARY SCHOOL

SOUTH MORNINGSIDE PARENT COUNCIL

Draft minutes of the SMPC AGM held on Monday 14th September 2015 at 6.45pm in the main hall.

Total Attendees: (35)**Parent Council Members (15)**

| | |
|----------------------------|--|
| Craig Hilton (Chair) | Brian Sharp |
| Susanna Waller (Secretary) | Nikki McNair |
| Miriam Jackson (Finance) | Sheri Wallace |
| Noelle O'Doherty (MCC) | Howard Kippax (Accommodation) |
| Alan Rehfish (Transport) | Marion Bourbouze (Fundraising, Playground) |
| Olly Headey (Comms) | Elizabeth Grierson *(Head Teacher) |
| Deborah Murphy | Susan Morgan * (Acting Head) |
| Ellie Trotter | |

Parent council made up of 13 Parent Members plus 2* non-voting staff members

Guests (19)

| | |
|----------------------------|------------------------|
| Joanna Loxley (parent) | Kirstin Beard (parent) |
| Karen Richmond *(staff) | Colin McRae (parent) |
| Peter Cooper (parent) | Alex Quinn (parent) |
| Irene-marie Esser (parent) | Hamish Innes (parent) |
| Sarah Caney (parent) | Arne Strid (MCC Chair) |
| Jane Gregson (parent) | Kathy Gillies (parent) |
| Antonia Hynd (parent) | Hazel Little (parent) |
| Douglas Elliott (parent) | Anna Cuthbert (parent) |
| Amina Slimani (parent) | Omar Fersia (parent) |
| Chris Hebden (parent) | |

Apologies (9) received in advance of the meeting

| | |
|-----------------------|--------------------------|
| Lauren Jack * | Fiona Gilmour* |
| David Belsey (parent) | Gail Stark (parent) |
| Anna Carson (parent) | Victoria Bowman (parent) |
| Pam Ferguson * | |

4 Councillors invited (1)

| | |
|-------------------|--|
| Cllr Melanie Main | |
|-------------------|--|

6.45 Welcome and Introduction to the PC by Craig Hilton (Chair)

7.00 Meeting start, attendees and apologies (Chair)

7.05 Introduction from the Head Teacher Mrs Grierson

- Mrs Grierson wanted to extend a huge thank you to all attendees and a special thank you to Craig Hilton, PC chair for his tremendous contribution to the parent council and the school.
- Mrs Grierson emphasized how important all the PC groups are for supporting the work of the school.
- Mrs Grierson used the example of; and explained how important the accommodation group was to the school. It is a critical time for the school, which is spread over three sites. There is currently a statutory consultation over the future primary school provision in our part of Edinburgh. It is really important that parents put their views forward to the council. Mrs Grierson stated that her preferred option was a new state of the art primary school with a nursery. South Morningside then revert back a two stream school and she felt the pressures of having the current nursery at Fairmilehead has not been ideal and makes it difficult to integrate the nursery children in with the rest of the school.
- The new Deanbank annexe opened just in time. The keys were not passed to the school until 4pm on the Monday. There is a very long snagging list to be addressed. Mrs Richmond and the teachers have worked hard to make the move to Deanbank a positive experience.
- Mrs Grierson requested the particular help of the transport group to press for more bicycle and scooter storage at Deanbank. Access to the Deanbank site is limited. Most of the journeys and drop offs must be done on foot. The Roads Department is to warden the area and provide new lines and signage. There have been a few incidents with parents violating traffic regulations, which have had to be reported.

7.10 Parent Council: a review of 2014-15 and looking forward to 2015/16

a) Chair update (Craig Hilton) Craig used a power point presentation to briefly introduce the PC to new attendees and to explain that the PC exists to improve the school experience for everyone. Craig also explained that not all members of PC subgroups are actually PC members. He also outlined some of the recent achievements of the PC.

b) Fundraising (Marion Bourbouze) Marion explained that the PC needs to raise about £15,000 a year and the parents decide how the bulk of the money is spent. This year the winter craft fair will be held on the 5th December from 12.00-14.30. The first meeting of the fundraising group will be held in the Waiting Room tomorrow the 15th September at 8pm.

C) Finance Group (Miriam Jackson) This group exists to ensure that all money raised is spent in a fair and consistent manner to support and enhance the education and welfare of the pupils. The finance group prepares a high level budget. They canvass the wider school and parent body on how to spend the money. The finance group examines and discusses the costs and benefits of all funding requests. Requests are then taken to the PC for a vote.

D) Playground Group (Karen Richmond) The removal of the huts is a huge opportunity to rethink the playground redevelopment plans. Harrison Stevens is the company that has been involved in a number of playground redevelopments at Cramond, Trinity and Sciennes primary schools. They have experience of working with the council. Karen Richmond met with Martin Stevens in June. His company would take on the project including the design, detailed cost plan, tendering and construction. The installation could be done next summer subject to the funding being achieved. The project will require the commitment of the parents to help raise funds and if the school is able to harness parent skills and knowledge we might be able to lower the cost. It is hoped that all staff will have training in play strategies this year.

e) Clubs Group (Craig Hilton) We are currently without a clubs convenor and any volunteers who can help as PVG signatories would be very welcome.

f) Accommodation (Howard Kippax) The accommodation group looks at how the school environment affects children and learning, focusing on structural issues. They engage with stakeholders such as the school management, PC, wider parent body, Edinburgh City Council and the Morningside Community Council. The accommodation group gathers evidence through parent surveys, freedom of information requests and primary investigations and puts forward solutions to the school's accommodation issues. The accommodations group will be working to help ensure that the snagging list at Deanbank is completed to an appropriate standard. In the future Deanbank will remain a long-term issue for South Morningside. The accommodation group will work hard to ensure that SMPS remains on the council agenda.

g) Morningside Community Council (Arne Strid) Mr Strid the chair of the MCC addressed the meeting. The MCC is one of 43 in Edinburgh. He explained that the MCC speaks up for local issues and has direct links with the City of Edinburgh Council and other public authorities. The MCC meets on the third Wednesday of every month (except) July at 7.30pm. Local police officers hold a surgery for 30 minutes before the start of every meeting. The lighting of the Christmas tree will take place on 3rd December at 7pm. Mr Strid confirmed that Deanbank had not yet been discussed by the MCC.

h) Transport Group (Alan Rehfisch) The transport group worked on a safe crossing to the old annexe on Braid Road before the move to Deanbank was announced. They also addressed the 20 mph city wide speed limit areas and produced a comprehensive transport survey for Deanbank, which achieved a very high response rate. The on-going problems include parking around Deanbank, the lack of bicycle and scooter storage, narrow pavements around Deanbank and access. The group is planning another transport survey and will redraft a new transport plan.

g) Communication (Olly Headey) The communications group monitors and updates the PC website. They facilitate communications between the parent council and the subgroups.

J) Summary (Craig Hilton)

7.55 Parent Council Membership

- a) Record of members standing down and membership status (Secretary)

There were 24 parent members and 7 staff members prior to the AGM meeting.

11 parent members have now resigned (see below)- 5 of these resignations are automatic following 3 years service.

| |
|----------------------|
| Alison Dalrymple |
| Vanessa Charlton |
| Jamie Bookless |
| Howard Kippax |
| Marion Bourbouze |
| Kerry Simpson |
| Eileen Maclean |
| Priyanka Kulasegaram |
| Mai Alsammak |
| Graeme Drummond |
| Maria Dickson |

This creates 17 vacancies.

The maximum number of parent voting members is 30.

b) Appointment of new parent member volunteers (Secretary)

There were 11 new volunteers: Joanna Loxley, Chris Hebden, Alex Quinn, Hamish Innes, Anna Cuthbert, Kirstin Beard, Amina Slimani-Fersia, Kathy Gillies, Antonia Hynd, Hazel Little and Irene-Marie Esser.

c) Appointment of office bearers (by voting members of the newly formed PC) (Secretary).

Chair: Craig Hilton put himself forward for re-election. He was re-elected as chair: nominated by Miriam Jackson, seconded by Brian Sharp.

Voting: 21 in favour, 0 against, 1 abstention (chair did not vote).

Treasurer: Chris Hebden put himself forward for election. He was elected as treasurer: nominated by Miriam Jackson, seconded by Sheri Wallace.

Voting: 21 in favour, 0 against, 1 abstention (treasurer did not vote).

Secretary: Susanna Waller put herself forward for re-election. She was re-elected as secretary: nominated by Nikki McNair, seconded by Deborah Murphy.

Voting: 21 in favour, 0 against, 1 abstention (secretary did not vote).

8.10 Other AGM Business

a) Approval of the Minutes of the AGM held on 22nd September 2014 (Susanna Waller Secretary). Voting: 17 in favour, 0 against, 4 abstentions.

b) Constitution Status (Susanna Waller Secretary) No proposals have been received. This will remain unchanged for another year and is published on the website.

C) Approval of the SMPC Annual Accounts prepared by Alison Dalrymple and independently examined by David Hughes but presented tonight by Chris Hebden the new PC Treasurer. Voting: 16 in favour, 0 against, 4 abstentions.

d) Appointment of the independent examiner of the accounts for the next 12 months. David Hughes reappointed for another year. Voting: 18 in favour, 0 against, 1 abstention.

8.20 AOB

- Marion Bourbouze asked whether the school could organise class photographs every year. Mrs Grierson explained that currently individual and class photographs were done on alternate years, except in P7 which gets a special photograph. Mrs Grierson said she would enquire about possible dates for a class photograph towards the end of the academic year.

- There was a query about why the flu vaccinations were being held so late in the term on a Saturday at Bruntsfield Primary School. Mrs Grierson said this was a health department decision and enquiries should be directed to them. It was mentioned that flu vaccination can also be obtained for children from GPs. Olly Headey will put the dates for the flu vaccinations up on the PC website.

8.25 Close

The meeting was closed by the Chair Craig Hilton. Craig wanted to thank all those PC members who are standing down.

Date of Next PC Meeting – Monday 2nd November 2015 at 6.45pm.

Supporting Papers Supplied in Meeting Pack

- 1) Draft Minutes of the Parent Council AGM held on Monday 22nd September 2014 (Jonathan Mundy)
- 2) Report: Chair (Craig Hilton)
- 3) Report: Finance Group (Miriam Jackson)
- 4) Report and Accounts: Treasurer (Alison Dalrymple)

Proposed Change to Constitution

September 2016 AGM

Summary: Early in 2016, the Parent Council agreed to move to a banking provider which would allow the PC to make payments electronically, retaining the “2 person authorisation” model which we currently have (at present two individuals must sign a cheque).

In order to permit this, we need to make a minor change to our constitution, replacing the word “signature” with “approval” in section 11, Finances.

The proposed change is shown below, with the amended word shown in red.

11. FINANCES

- The methodology by which the Finance Sub-group works will be defined by the parent council.
- The Finance Sub-group shall work within guidelines defined by the parent council and be responsible for:
 - The strategic overview of the finances of the Parent Council
 - The review of compliance therewith
 - Onward reporting to the Parent Council of funding requests, to be voted on by the Parent Council
- Parent Council funds shall be lodged in a bank account in the name of the Parent Council. Money shall be drawn from the account on the **approval** of any two office bearers, or other individuals as agreed in a minuted decision of the Parent Council.
- The Parent Council may raise funds by any means, other than borrowing, and can receive gifts. It can also enter into contracts and agreements, but may not purchase, or own, land or buildings. The Parent Council shall decide how any funds are to be spent, but should take into account the general views of the members of the Parent Forum and any advice from the Headteacher.
- The Independent Examiner will be appointed at the Annual General Meeting
- The accounts shall be closed on 30 June annually and will be reviewed by the Independent Examiner prior to them being submitted to the Annual General Meeting. The independent examiner must not be a member of the Parent Forum and should be deemed by the office bearers to be competent.
- Should the Parent Council be dissolved, any assets remaining after satisfying outstanding debts or liabilities shall be passed on for the benefit of the pupils and school as specified by the Scottish Schools (Parental Involvement) Act 2006¹.

SOUTH MORNINGSIDE PARENT COUNCIL

**REPORT AND ACCOUNTS
YEAR ENDED ENDED 30 JUNE 2016**

SOUTH MORNINGSIDE PARENT COUNCIL

**REPORT AND ACCOUNTS
YEAR ENDED ENDED 30 JUNE 2016**

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SOUTH MORNINGSIDE PARENT COUNCIL

**REPORT OF ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2016**

South Morningside Parent Council ("the Council") was formed in September 2007 in accordance with the Scottish Schools (Parental Involvement) Act 2006 and took over all activities previously undertaken by South Morningside School Board and South Morningside School Parent Teacher Association. It is run from the primary school premises at 116 Comiston Road, Edinburgh.

All parents, carers and legal guardians of children attending the Primary and Nursery schools are automatically members of the Council's Parent Forum. A committee of up to 30 members, including three or four office bearers, can be re-appointed each year at the Annual General Meeting to run the Council ("the Committee"). Parent nominations are voluntary and members may be on the Committee for a maximum of three years. In addition, two teacher representatives, chosen by the teachers, have been invited to join the Committee and may serve for a maximum of two years. The school's Headteacher or her nominee has a permanent seat on the Committee. The Committee meets regularly throughout the year.

The office bearers during the period were as follows:

| | |
|-----------|----------------|
| Chairman | Craig Hilton |
| Secretary | Susanna Waller |
| Treasurer | Chris Hebden |

The purpose of the Council is to advance the education of pupils at the school by providing and assisting in the provision of facilities not normally covered by the Local Authority. In practice this breaks down into two areas - the organisation of fund-raising events and the running of after-school clubs.

The Association has had a successful fundraising year and during the period raised net funds of £22,638. Details of the specific fund-raising events and clubs run, and the financial results achieved, are shown in note 1 to the accounts. The clubs are not intended to raise funds but to provide extra educational opportunities for the children whilst at least breaking even financially.

Projects on which to spend funds can be suggested by both parents and teaching staff and are approved at committee meetings. These include small one-off items and larger projects sometimes extending over more than one academic year. During the period £13,399 was spent on projects as shown in note 2 to the accounts. The main items of expenditure this year have been the funding of Science week, in which the whole school took part, the teachers' allocation for use throughout the year, music workshops and the purchase of goalposts for football. During 2015/16 progress has been made planning for the playground improvement project, which currently has £17,500 allocated for contribution to the total cost.

This report was approved by the Committee on

and is signed on its behalf by:

.....
Chairman

.....
Date

SOUTH MORNINGSIDE PARENT COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2016

| | Note | Year to June 2016 £ | Year to June 2015 £ |
|---|------|------------------------------|------------------------------|
| INCOME | 1 | 107,673 | 106,446 |
| Direct expenses | 1 | <u>(85,035)</u> | <u>(85,353)</u> |
| NET INCOME GENERATED | | 22,638 | 21,093 |
| Project expenditure | 2 | <u>(13,399)</u> | <u>(19,665)</u> |
| SURPLUS OF INCOME OVER EXPENDITURE | | 9,239 | 1,428 |
| Bank interest received | | <u>23</u> | <u>15</u> |
| SURPLUS FOR THE YEAR | | <u><u>9,262</u></u> | <u><u>1,443</u></u> |

The notes on pages 4 and 5 form part of these accounts

SOUTH MORNINGSIDE PARENT COUNCIL

STATEMENT OF BALANCES
AS AT 30 JUNE 2016

| | June 2016 £ | June 2015 £ |
|--|-------------------|-------------------|
| CURRENT ASSETS | | |
| Bank | | |
| Current account | | |
| Bank balance at year end | 47,208 | 43,780 |
| add outstanding lodgements | 4,954 | 1,553 |
| less cheques written not yet presented | <u>(3,736)</u> | <u>(2,283)</u> |
| | 48,426 | 43,050 |
| Fairtrade loans to school | <u>578</u> | <u>-</u> |
| | <u>49,004</u> | <u>43,050</u> |
| CURRENT LIABILITIES | | |
| Accrued snowboard & skiing term 3 fees | (1,910) | (6,018) |
| Accrued SMASCC Clubs door duty | <u>(800)</u> | <u>-</u> |
| | <u>(2,710)</u> | <u>(6,018)</u> |
| | <u>46,294</u> | <u>37,032</u> |
| REPRESENTED BY | | |
| Balance of fund account at start of year | 37,032 | 35,589 |
| Surplus for year | <u>9,262</u> | <u>1,443</u> |
| BALANCE OF FUND ACCOUNT | <u>46,294</u> | <u>37,032</u> |

.....
Treasurer

.....
Date

INDEPENDENT EXAMINER'S REPORT

I have examined the books and records of the South Morningside Parent Council for the year ended 30 June 2016.

This Parent Council, in common with many others of a similar size and organisation, draws much of its income from sources which cannot be fully controlled until they are entered into the accounting records, and consequently, are not susceptible to independent audit verification.

Subject to the foregoing, in my opinion the financial statements set out above and on the preceding page, fairly represent the financial position of the Parent Council at 30 June 2016 and the receipts and payments for the year then ended.

.....
Independent Examiner

.....
Date

NOTES TO THE ACCOUNTS
YEAR ENDED ENDED 30 JUNE 2016

1 NET INCOME GENERATED FROM CLUBS, EVENTS AND OTHER ACTIVITIES

| | Note | Income £ | Expenditure £ | Surplus/ (deficit) £ | Year 30-Jun 2015 £ |
|----------------------------------|------|----------------|------------------|----------------------------|-----------------------------|
| Fund raising events | | | | | |
| Summer Fair | | 11,716 | 3,296 | 8,420 | 7,054 |
| Winter Fair | | 8,791 | 2,898 | 5,893 | 5,644 |
| Christmas Cards | | 6,180 | 4,548 | 1,632 | 1,516 |
| Ceilidh | | 1,630 | 965 | 665 | 971 |
| Hallowe'en Party | | 477 | 269 | 208 | - |
| Uniform Commission - Clan House | | - | - | - | 988 |
| Sundry Income | | 630 | - | 630 | 1,127 |
| Total events | | <u>29,424</u> | <u>11,976</u> | <u>17,448</u> | <u>17,300</u> |
| Clubs | | | | | |
| Chanter & Drumming | | 7,155 | 7,250 | (95) | 540 |
| Chess | | 2,576 | 2,031 | 545 | 733 |
| Code Club | | 575 | 576 | (1) | - |
| French | | 5,036 | 4,996 | 40 | 15 |
| Friday Night Football | | 3,792 | 2,700 | 1,092 | 22 |
| Girls Football | | 648 | 1,264 | (616) | 616 |
| Guitar | | 1,506 | 1,325 | 181 | 477 |
| Gym | | 4,455 | 3,867 | 588 | 889 |
| Judo | | 4,539 | 3,795 | 744 | 700 |
| Knitting | | 1,079 | 749 | 330 | 6 |
| Recorder | | 2,048 | 1,956 | 92 | 86 |
| Ski-ing | | 19,703 | 17,912 | 1,791 | (115) |
| Snowboarding | | 3,764 | 3,303 | 461 | 189 |
| Spanish | | 5,673 | 5,279 | 394 | 245 |
| Stage | | 14,866 | 14,288 | 578 | 763 |
| Clubs Doorperson | | - | 1,768 | (1,768) | (1,937) |
| Total clubs | | <u>77,415</u> | <u>73,059</u> | <u>4,356</u> | <u>3,229</u> |
| Other | | | | | |
| City Of Edinburgh Council Grants | a | 834 | - | 834 | 564 |
| Total other | | <u>834</u> | <u>-</u> | <u>834</u> | <u>564</u> |
| Total | | <u>107,673</u> | <u>85,035</u> | <u>22,638</u> | <u>21,093</u> |

a Parent Council Grants from City of Edinburgh Council - based on per pupil head for meeting and marketing costs.

SOUTH MORNINGSIDE PARENT COUNCIL

Page 5

NOTES TO THE ACCOUNTS (continued)
YEAR ENDED ENDED 30 JUNE 2016

| 2 PROJECT EXPENDITURE | Year to June 2016 £ | Year to June 2015 £ |
|------------------------------------|------------------------------|------------------------------|
| Science Week | 2,625 | 2,905 |
| Teachers' Allocation | 1,530 | 2,700 |
| Music/dance workshops | 1,488 | 600 |
| Football goals | 1,133 | - |
| Workshops / Drama | 720 | 500 |
| Arts & Crafts Supplies | 713 | 63 |
| Technologies | 599 | 1,294 |
| Latest and best Jotters | 495 | - |
| Library Books | 487 | 814 |
| P6 Bushcraft session | 450 | - |
| Coding Club set up | 405 | - |
| Stage Club Hall rental | 400 | - |
| P3 Football Set Up Costs | 350 | 185 |
| Scottish Opera | 350 | 350 |
| Intro to P1 Parents - refreshments | 289 | - |
| School trip subsidised places | 260 | - |
| P1 Nativity | 222 | - |
| Sports day lollies | 206 | - |
| Popcorn for Christmas Capers | 153 | - |
| Ski Club Races & Membership | 140 | - |
| Gift for Janitor | 125 | - |
| Shed -light & storage crates | 101 | - |
| SMPC Website/email annual fees | 86 | 62 |
| Bank charges,diff | 37 | - |
| Other general expenditure | 35 | 6 |
| ipads | - | 3,407 |
| Interactive whiteboard | - | 3,146 |
| Annexe Playground Equipment | - | 1,280 |
| Parentmail | - | 600 |
| Sports t-shirts with logo | - | 441 |
| Free Club Places | - | 392 |
| ICT - Lamp | - | 346 |
| Projector lamps x 3 | - | 338 |
| Fridge Freezer for Tech Rm | - | 206 |
| Playground Improvements - 2012 | - | 30 |
| | <hr/> | <hr/> |
| | 13,399 | 19,665 |
| | <hr/> | <hr/> |