



# Peebles High School Parent Council

Annual Report and Financial Statements

for the

Year ended 31st March 2020

Peebles High School Parent Council  
Annual Report and Financial Statements  
For the Year Ended 31<sup>st</sup> March 2020

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**Peebles High School Parent Council  
Independent Examiner's Report  
Year Ended 31<sup>st</sup> March 2020**

**Independent Examiner's Report to the Members of Peebles High School Parent Council**

I report on the financial statements of Peebles High School Parent Council, as prepared by the Treasurer for the year ended 31<sup>st</sup> March 2020, which are set out on pages 4 to 8.

**Respective responsibilities of Parent Council Officers and Examiner**

The Parent Council is an association of parents, it is not incorporated as a company, nor is it a registered charity. Accordingly there is no statutory basis for the preparation of these accounts.

In accordance with the Parent Council Constitution, the Treasurer is responsible for the preparation of the accounts. It is my responsibility to examine the accounts and to state whether particular matters have come to my attention.

**Basis of Independent Examiner's Statement**

My examination included a review of the accounting records kept by the Parent Council and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, seeking as required explanations from the Treasurer 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 opinion on the view given by the accounts and the report is limited to the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name & signature.



CHARLES D. GRAY

Date.

5 JUNE 2020



**Peebles High School Parent Council  
Receipts and Payment Account  
Year Ended 31<sup>st</sup> March 2020**

	<u>Note</u>	<u>Year ended</u> <u>31/03/20</u>	<u>Year ended</u> <u>31/03/19</u>
<b>Receipts</b>			
<b><u>PC Events:</u></b>			
Donation from Student Enterprise Fair		-	56.79
Promise Auction (income received on behalf of PHS)	2	4,500.97	-
SBC Parent Council Grant	3	500.00	-
Fire Fund Donations	4	28,892.33	-
Christmas Concert: Sale of raffle tickets	5	330.00	430.00
Christmas Concert: Refreshment income	5	464.13	269.54
Spring Concert: Sale of raffle tickets	5	-	336.00
Spring Concert: Refreshment income	5	-	206.82
Transfer from Lottery Bank Account		5,000.00	-
Transfer from LSPHS Bank Account	8	2,152.67	-
Sundry Bank Income		87.00	-
<b><u>PHS Lottery:</u></b>			
Sale of Lottery Tickets	9	5,528.38	5,285.12
Prizes declined and returned to the PHS Lottery	9	300.00	25.00
Sundry Bank income		30.61	-
<b><u>LSPHS:</u></b>			
Cake & Calendar sales, Bag packing & Coffee morning		-	168.00
Bank Interest		0.39	1.04
<b>Total Receipts</b>		47,786.48	6,778.31
<b>Payments</b>			
<b><u>PC Events:</u></b>			
Christmas Concert: Cost of raffle tickets	5	10.43	11.46
Christmas Concert: Refreshment expenses	5	322.26	130.97
Spring Concert: Refreshment expenses		-	94.18
Spring Concert: Raffle prizes		-	12.50
Promise Auction Licences		25.00	-
Leaving gift for long serving PC Member		-	51.69
Welcome gift on the return of Mr Wilson		-	58.80
Stipend for services of Parent Council Clerk	6	375.00	200.00
Donations to Peebles High School	7	11,979.46	100.00
<b><u>PHS Lottery:</u></b>			
Lottery Prizes		700.00	700.00
Lottery Licence Fee		20.00	20.00
Transfer to Parent Council Bank Account		5,000.00	-
Administration Expenses		14.07	-
Donations to Peebles High School	7	4,619.53	-
<b><u>LSPHS:</u></b>			
Learning support initiatives undertaken		-	100.00
Transfer to Parent Council Bank Account		2,152.67	-
<b>Total Payments</b>		25,218.42	1,479.60
<b>Receipts less Payments for the Year</b>			
		29,214.95	639.55
	PC Events	29,214.95	639.55
	PHS Lottery	(4,494.61)	4,590.12
	LSPHS	(2,152.28)	69.04
		22,568.06	5,298.71



**Peebles High School Parent Council  
Statement of Balances  
As at 31<sup>st</sup> March 2020**

			<u>Note</u>	<u>As at</u> 31/03/20 £	<u>As at</u> 31/03/19 £
<b>Cash and Bank Balances</b>					
	<u>(Restricted)</u>	<u>(Unrestricted)</u>			
<b>PC Events:</b>					
Balance b/fwd at the start of year	-	2,104.09		2,104.09	1,464.54
Receipts less payments for the year	2,152.67	27,062.28		29,214.95	639.55
Balance c/fwd at the end of year	<u>2,152.67</u>	<u>29,166.37</u>	8	<u>31,319.04</u>	<u>2,104.09</u>
<b>PHS Lottery (Unrestricted)</b>					
Balance b/fwd at the start of year				6,727.35	2,137.23
Receipts less payments for the year				<u>(4,494.61)</u>	<u>4,590.12</u>
Balance c/fwd at the end of year				<u>2,232.74</u>	<u>6,727.35</u>
<b>LSPHS (Restricted)</b>					
Balance b/fwd at the start of year				2,152.28	2,083.24
Receipts less payments for the year				<u>(2,152.28)</u>	<u>69.04</u>
Balance c/fwd at the end of year				<u>-</u>	<u>2,152.28</u>
<b>Total Balance at end of year</b>			8	<u>33,551.78</u>	<u>10,983.72</u>
<b>Total Cash and Cash Equivalentents</b>				<u>33,551.78</u>	<u>10,983.72</u>
<b>Other Assets</b>					
Sundry refreshment stock and equipment				70.00	48.00
SBC Parent Council Grant Receivable			10	<u>-</u>	<u>250.00</u>
				<u>70.00</u>	<u>298.00</u>
<b>Other Liabilities</b>					
Lottery income received in advance of June 2020 draw. (31/03/2019 £Nil.)				<u>146.00</u>	<u>-</u>

The notes on pages 6-8 form part of the accounts set out on pages 4-5

On behalf of the parent Council, I approve the accounts and confirm that I have made available all relevant records and information to the Independent Examiner.

Eric Nightingale FCA (Treasurer)

Date

5 June 2020



**Peebles High School Parent Council**  
**Notes to the Accounts**  
**Year Ended 31<sup>st</sup> March 2020**

1. **Basis of Accounting**

The accounts have been prepared on a receipts and payments basis

2. **Promise Auction**

Peebles High School held this event to replenish its equal opportunity fund and the Parent Council supported the event by undertaking administration of all debit card, credit card and on-line faster payments from participants at the auction. A total of £4,500.97 was collected this way and after deduction of the cost of licences for the event, £4,475.97 was subsequently transferred to the school (see note 7).

3. **SBC Parent Council Grant**

£500 was received from Scottish Borders Council to reimburse the cost of secretarial expenses for the current and previous academic year.

4. **Fire Fund Donations**

The Outbreak of fire was an exceptional event during the year and the Parent Council benefitted from equally exceptional gestures of goodwill and generosity from parents, friends, staff and members of the local business community. Owing to the significant impact this income has made during the year, the Parent Council express their utmost appreciation on behalf of pupils and staff for all donations received.

Receipts are summarised as follows:

	£
Income from Crowdfunder UK (net of commission incurred)	7,392.33
Donations from Glenrath Farms, Holland & Sherry and Baillie Gifford	21,000.00
An anonymous personal donation	500.00
Total	<u>28,892.33</u>

5. **Parent Council Activities**

Sale of refreshments and raffle tickets during this years two-night performance of the Addams Family concert generated sales of £794.13 and after costs of £332.69, a net profit of £464.44 (2019: £557.11)

Unfortunately the fire curtailed the final night of the concert and the subsequent 2020 Spring Concert.

6. **Secretarial Costs**

These costs relate to £250 for the academic year 2018/19 and £125 towards 2019/20, with the remaining £125 payable in June 2020.

The above notes form an integral part of the accounts.



**Peebles High School Parent Council**  
**Notes to the Accounts**  
**Year Ended 31<sup>st</sup> March 2020 – continued**

**7. Donations**

Donations to Peebles High School during the year amounted to £16,598.99 (2018/19: £100). An analysis of expenditure is summarised below:

	£
Cost of Drama Play Books and electronic equipment to enable continuity of learning prior to school reopening	248.07
Welcome back gifts for all teaching staff on school re-opening	255.42
Contribution towards additional Art Department resources	2,000.00
Cost of funding trips for S1-S3 pupils during the final week of displacement. Whereby 445 pupils in Business Studies, Manufacturing & design and Science visited the Museum of Flight, Edinburgh Zoo, Museum of Scotland, & Money on the Mound Museum.	<u>5,000.00</u>
	7,503.49
Transfer of monies collected from the Promise Auction (see note 2)	<u>4,475.97</u>
Total Donations from the Parent Council Bank Account	11,979.46
Donations from Lottery Bank Account for 2018/19 Department Heads' bid process (see below)	<u>4,619.53</u>
Total Donations	<u><u>16,598.99</u></u>

As reported last year the Parent Council approved expenditure of £8,037 in respect of the 2018/19 bid process, however owing to the disruption of the fire only £4,619.53 was requested prior to 31<sup>st</sup> March 2020, which provided the following resources.

Biology	3 Refurbished Smart Boards	995.00	
	Materials for Protein Power	51.00	
	4 Virtual Reality T-shirts	<u>100.00</u>	1,146.00
Business & IT	Volume Licence Serif Software		500.00
Chemistry	2 Refurbished Smart Boards	670.00	
	24 Practice Paper Books	243.26	
	5 Augmented Reality Cards	49.95	
	5 Card Games	<u>30.00</u>	993.21
ECO Committee	Monthly Prize for 'Bin-it to Win-it'	90.16	
	ECO Club Badges	39.50	
	Canteen Clearing Trolley	575.00	
	Re-useable Water Bottle Fund	<u>212.00</u>	916.66
Modern Languages	S1/S2 French Textbooks	551.94	
	Linguascope.com Subscription	300.00	
	Differentiated Workbooks for Spanish & French	<u>74.40</u>	926.34
STEM	Snap Circuits Electronic Kit	71.98	
	Design and Make Activity Resources	<u>65.34</u>	137.32
Total			<u><u>4,619.53</u></u>

**The above notes form an integral part of the accounts.**



**Peebles High School Parent Council**  
**Notes to the Accounts**  
**Year Ended 31<sup>st</sup> March 2020 – continued**

**7. Donations – continued**

Of the total £28,892 Fire Fund Donations received, £7,503 had been expensed by the 31<sup>st</sup> March 2020 and the remainder will be transferred to the school as requested to cover any uninsured losses associated with the fire, so as to provide pupils with incremental resources and learning opportunities.

**8. Description and purpose of funds**

LSPHS funds were raised specifically to finance the cost of Learning Support initiatives. Whilst fund raising activities have now ceased, monies transferred to the Parent Council bank account during the year will be carried forward as restricted funds to cover the cost of future learning support opportunities within the school. Unrestricted funds may be utilised at the discretion of the Parent Council in meeting its broader objectives as outlined within the constitution.

**9. PHS Lottery**

PHS Lottery has had another successful year with ticket income increasing by almost 5%. Appreciation is extended to all loyal supporters of the lottery and for the work undertaken by the lottery administration team during the year. Of particular note this year is the increase in prize money re-donated back into the lottery, a kind and totally unexpected gesture, again much appreciated during this eventful school year.

**10. Other Assets**

Scottish Borders Council provided PHS Parent Council with a grant to cover the cost of the Clerk Stipend. At 31<sup>st</sup> March 2020 all monies had been received. (At 31<sup>st</sup> March 2019 £250 was outstanding).

The above notes form an integral part of the accounts.