

## **27 JANUARY 2020 UPDATE – EVENTS TREASURER**

### **RBS Account as at 23 Jan 2020**

- Bank balance at 23 Jan 2020 - **£22,591.72**
- Calculated available balance at 23 Jan 2020 (bank balance less outstanding cheques, less funding commitments (£7,715.40)) – **£14,814.32**
- Petty Cash Balance - £60.00
- Outstanding cheques: as below

<b>Outstanding Cheques at 23 Jan</b>	<b>£</b>
000150 – Susana Sebastian, winter fair	<b>62.00</b>
<b>TOTAL</b>	<b>62.00</b>

### **Events Fundraising:**

- Winter Fair – **profit £2,500**
- No further significant funds expected in advance of Summer Fete.

### **Projects Supported**

- See spreadsheet for detail. Unspent commitment is £7,715.40
- Tiny Medics First Aid project delivered and paid for.
- Next steps re following projects:
  - Scottish Opera: awaiting invoice via Lisa Nicol
  - Screen printing: invoice for materials to be paid in advance.
  - Blackboard for playground: to confirm once scaffolding is down
- Recommendation for following items to be supported annually (pending approval at Feb 2020 meeting)
  - Playground maintenance - £750
  - Primrose Fund contribution - £1,500
  - P7 Yearbook - £1,000
- St Oswalds seed funding total is £6,000. Recommend no further parent council funds to be allocated to this unless full consultation with parent body.

### **Available Funds for New Projects:**

- Allowing for unspent commitment + likely annually supported items + contingency of £5,000, means approximately £6,000 is available for support of new projects.

### **Gifting:**

- Recommend to have some guidance around gifting paid for by parent council
  - Non-teaching school staff to receive Christmas and Summer gift approx. £10 / head
  - Any leaving members of parent council to receive thank you gift approx. £25
  - Other gifting to be funding personally.

### **Other:**

- To set up online banking to make issuing of payment less difficult.
- Lottery licence renewal is due. Cheryl to organise (usually costs £20)
- Cheryl hits 3 year tenure Sept 2020, ideally have new events treasurer identified for summer fete and to shadow end of year accounts (September).