Eastern Primary School Parent Council

Scottish Charity No – SC040435

Annual Report and Financial Statements

For the year ended 31 July 2025

Trustees Report for the year ending 31st July 2025

The Trustees have pleasure in presenting their report together with the financial statements for the year ended 31st July 2025.

Reference and Administrative Information

Charity Name

Eastern Primary School Parent Council

Charity Number

SC040435

Address

Camperdown Street

Dundee

DD5 3AE

Current Trustees as at 31st July 2025

David Baxter	**Chair**
Holly Thomson	**Vice-Chair**
Victoria Spendiff	**Treasurer**
Carrie-Anne McKenzie	**Secretary**

Structure, Governance and Management

Constitution

The charity is a Scottish Unincorporated Organisation. It was registered in its current legal form on 27/04/2009.

Appointment of Trustees

The Parent Council is open to all Parents/Guardians of children who attend the school. The Trustees are formally elected at the Annual General Meeting which is held in August but the trustees volunteer and are agreed upon in May to allow the new trustees to be in position for the new school year beginning. There must be four trustees – A Chair, a Vice-Chair, a Treasurer, and a Secretary.

Objectives and Activities

Charitable Purposes

The purposes of the Parent Council are:

- to provide a forum for all parents to be involved with the School;
- to work in partnership with the School and the wider community that the School is part of to create an inclusive welcoming school for all children and parents;
- to promote partnership between the School, its children, and parents;
- to develop and engage in activities that support the education and welfare of the children and pupils of the school;
- to express the views of parents represented to it on the education and other matters affecting the education and welfare of the pupils of the School as may be directed by the parents from time to time;
- to do those things that it is required to do under the Scottish Schools (Parental Involvement) Act 2006 it believes appropriate to the School.

Activities

The Parent Council holds the following events to raise funds and promote an inclusive community for the children of the school:

• Discos • Christmas Fair • Summer Fair	• Quiz Night • Sponsored events

All funds from these events are used for the benefit of the pupils of Eastern Primary School.

Achievements and Performances

The Parent Council have worked hard to reinstate in-person events for the pupils of Eastern Primary School such as school discos as well as much loved community events like the Christmas and Summer Fairs. Each event provides an opportunity to raise money for school purposes but also provides an environment for the whole school community to participate and enjoy themselves, aiding inclusion, community spirit and the children's school experience. The Parent Council funded buses for all children visit the cinema as a Christmas treat, new ties for all P1's and P7's, book bags for new P1's, P7 leavers party, new football kit and also funded decoration of the library space for the library project. Significant funds were also raised to install further improvements to playground equipment to improve the outdoor space, however this will not be purchased or installed until the 2025/26 session.

Financial Review

The only source of income for the Parent Council is fundraising either through events or sponsorship. Most of the Expenditure is purchasing items for fundraising activities and providing money to the school for agreed purposes.

Reserves Policy

We maintain a reserve of £500 to support any P7 in financial hardship to ensure they can attend the residential trip at Dalguise.

We maintain a reserve of £2000 in case of any repairs or maintenance required to the playground equipment installed by contributions from the Parent Council.

Plans for the Future Period

The Intention of the Parent Council for the future is to continue to provide financial support for the children of the school to take part in activities that may not have been affordable otherwise. The Parent Council aims to assist the school to enhance the learning provision that the school can provide, with the next large project agreed to refresh and restock the school library making it a fun, accessible and enjoyable space.

Statement of Receipts and Payments for Year Ended 31 July 2025

Statement of Receipts and Payments for Year Ended 31 July 2025					
	Note in Report	**Unrestricted Funds**	**Restricted Funds**	**Year Ended 31/07/2025**	**Year Ended 31/07/2024**
Receipts					
Fundraising	**3**	£10,472.92	0	£10,472.92	£13,324.35
Total Receipts		**£10,472.92**	**0**	**£10,472.92**	**£13,324.35**
Payments					
Fundraising Costs	**4**	(£1,945.34)		(£1,945.34)	(£2,413.52)
Cost of Charitable Activity	**5**	(£4,221.92)		(£4,221.92)	(£12,444.82)
Total Payments		**(£6,167.26)**	**0**	**(£6,167.26)**	**(£14,858.34)**
Surplus/(Deficit) for year	**6**	**£4,305.66**	**0**	**£4,305.66**	**(£1,533.99)**

Statement of Balances as at 31 July 2025

Statement of balances	**Unrestricted Funds**	**Restricted Funds**	**Total 24-25**	**Total 23-24**
Bank balance at start of year 01/08/24	£12,329.27	0	£12,329.27	£13,863.26
Surplus / (deficit) shown on receipts and payments account	£4,305.66	0	£4,305.66	(£1,533.99)
Bank balance at end of year 31/07/25	**£16,634.93**	**0**	**£16,634.93**	**£12,329.27**

Notes to the Accounts

1. **Basis of Accounting**

These accounts have been prepared on the receipts and payments basis in accordance with the Charities Accounts (Scotland) Regulations 2006 (As amended).

2. **Nature and purpose of funds**

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the parent council. The trustees maintain a single unrestricted fund for the day-to-day running of the parent council.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

3. **Income from Fundraising**

Income from Fundraising				
	Unrestricted Funds	**Restricted Funds**	**Total 24-25**	**Total 23-24**
Kiltwalk sponsorship	£ 1,552.50	£0.00	£ 1,552.50	£ 2,091.37
Christmas Fair	£ 3,317.84	£0.00	£ 3,317.84	£ 4,345.74
Scottish Night	£ 51.55	£0.00	£ 51.55	£ 50.00
Discos	£ 1,142.00	£0.00	£ 1,142.00	£ 1,226.00
Challenge Cup	£ 0.00	£0.00	£ 0.00	£ 341.80
Quiz nights	£ 935.00	£0.00	£ 935.00	£ 1,437.00
Summer Fair	£ 2,984.54	£0.00	£ 2,984.54	£ 3,832.44
Asda Cash for Schools	£489.49	£0.00	£489.49	£0.00
Total	**£10,472.92**	**£0.00**	**£10,472.92**	**£13,324.35**

4. Cost of Fundraising

Cost of Fundraising				
	Unrestricted Funds	**Restricted Funds**	**Total 24-25**	**Total 23-24**
Christmas Fair	£ 397.52	£0.00	£ 397.52	£ 969.21
Scottish Night	£ 76.97	£0.00	£ 76.97	£ 50.00
Discos	£ 334.05	£0.00	£ 334.05	£ 345.72
Challenge Cup	£ 0.00	£0.00	£ 0.00	£ 27.80
Quiz nights	£ 160.00	£0.00	£ 160.00	£ 160.00
Summer Fair	£ 912.74	£0.00	£ 912.74	£ 784.80
Admin costs incl gambling licence	£ 64.06	£0.00	£ 64.06	£ 75.99
Total	**£ 1,945.34**	**£0.00**	**£ 1,945.34**	**£ 2,413.52**

5. Cost of Charitable Activities

Cost of Charitable Activities				
	Unrestricted Funds	**Restricted Funds**	**Total 24-25**	**Total 23-24**
Playground equipment	£0.00	£0.00	£0.00	£10,000.00
Donations – School ties P1's & P7's	£ 801.00	£0.00	£ 801.00	£ 329.40
School donation - P1 book bags	£ 400.79	£0.00	£ 400.79	£ 281.39
School donation - P7 leavers party	£ 85.00	£0.00	£ 85.00	£ 123.00
School donation - cinema trip buses	£ 1,150.00	£0.00	£ 1,150.00	£ 1,375.00
Library redevelopment	£1,480.00	£0.00	£1,480.00	£ 0.00
Football kit	£305.13	£0.00	£305.13	£336.03
Total	**£4,221.92**	**£0.00**	**£4,221.92**	**£12,444.82**

6. Surplus for the year

The Surplus of **£4,305.66** increases the retained balance from earlier years to £16,634.93. This retained balance will be used on agreed purposes including additional playground equipment and the development of the school library.