

## WALES ASSOCIATION OF SACREs

### ANNUAL GENERAL MEETING – 19<sup>th</sup> June, 2013

**REPORT BY:** Treasurer

**SUBJECT:** Report for 2012/2013 Financial Year

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**REPORT FOR:** Information and Decision

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#### **STATEMENT OF ACCOUNTS 2012/2013**

Attached as an appendix to this report is the audited Statement of Accounts for the 2012/2013 financial year. Members will note that, during the year, expenditure exceeded income by £1469.31. However, at the end of the financial year, three subscriptions had not been received and, if they had been paid at that point, this would have reduced the overspend in year by £1224.00, leaving an overspend in year of £245.31. This compares with an under spend in year in 2011/2012 of £3384.66. The financial year commenced with a balance of £18812.88 and ended with a balance of £17343.57. The finances of WASACRE, therefore, remain in a very healthy condition, although they represent a reduction on the position at the end of 2011/2012 by £1469.31. WASACRE is, therefore, in a strong position to fund its planned activities.

a) **Receipts**

As in previous years, the main source of income for WASACRE during 2012/2013 has been the annual subscriptions paid by member SACREs. Members will recall that, at the 2001 Annual General Meeting of WASACRE, it was decided to raise the level of subscriptions by the level of inflation on an annual basis. The annual subscription, therefore, for 2012/2013 was £408 which has resulted in an income of £7752. This figure represents the subscriptions of 19 SACREs as 3 SACREs had not paid their subscriptions by 31<sup>st</sup> March, 2013. It is pleasing to report that a further two subscriptions have now been paid and the late subscriptions will be recorded in the 2013/2014 accounts. Unfortunately, although a number of reminders have been issued, one SACRE has still not paid its subscription for 2012/2013.

The other source of income for WASACRE has been bank interest and this amounted to £3.80 in 2012/2013, the same amount as in 2010/2011 and 2011/2012. It is hoped that the interest paid on the WASACRE accounts will improve again in the future but it will be some time before significant income is received through bank interest.

b) **Expenditure**

During 2012/2013, the main areas of expenditure were as follows:-

An important activity for WASACRE during 2012/2013 was the funding of training in the delivery of Religious Education in Key Stage 3, costing a total of £4096.38. This was delivered on a consortia basis across Wales by Mr. Gavin Craigen and Ms. Llinos Rees, and excellent feedback has been received. This is an important example of the role that WASACRE can play in the support of Religious Education and it meant that the only costs that schools had to find were the supply costs to release their teachers and the travel expenses to reach the training venues.

During the year, the sum of £642.51 was paid for support of the WASACRE website. Members will agree that the WASACRE website is an excellent resource and has been valuable in raising the profile of the organisation.

Payment of an honorarium to the Secretary amounted to £1500. Members will recall that the secretary is entitled to receive an honorarium of £1500 per year and this payment was again made in 2011/2012. No requests for reimbursement of secretarial costs and costs for copying and distributing papers were received during the year and it is anticipated that there will be a significant payment made in the next financial year. However, costs have been reduced through the electronic circulation of papers for meetings and placement of papers and documents on the website. It will be noted that a payment of £375.00 was made, during the year, in relation to the secretarial honorarium for 2009/2010. This was referred to in the Treasurer's Report to the 2011/2012 WASACRE Annual General Meeting when it was noted that the cheque, issued during the 2009/2010 financial year, had not been presented for payment. It is pleasing to report that the address of the recipient was clarified and the payment has now been made.

A further expense, during the year, related to the costs of convening meetings of WASACRE. This amounted to £1585.73, compared with £517.53 in 2011/2012 and £871.73 in 2010/2011, and reflects the termly meetings of WASACRE and its Executive Committee. Although costs of holding meetings are rising, the costs are particularly high this year because some of the invoices for meeting costs incurred in 2011/2012 were received in the current financial year, causing the final cost to be over £1000 up on the previous year. The cost of room hire amounted to £168.37, compared with £90.20 in 2011/2012, while the cost of translation of documents amounted to £1417.36, compared with £427.33, in 2011/2012.

The amount spent on Officers' travel/accommodation in 2012/2013 amounted to £675.35, compared with £380.25 in 2011/2012. This represents a significant increase but these costs vary from year to year according to the number of meetings attended.

During 2012/2013, WASACRE has continued to make a contribution towards the costs of the publication of REflections within RE News and circulation of individual copies of REflections for inclusion in the WASACRE binders supplied to all SACREs. The invoice received for 2012/2013 was £510.14 and it represented a 2% uplift on the invoice received for £500.14, in 2011/2012. This figure was predictable as the current practice is for the

amount contributed to RE News to increase, year on year, by the same percentage as is applied to the annual subscription.

In addition to the above, WASACRE has paid a total of £240.00 in subscriptions. This represents payment of the subscription to the European Forum for Teachers of RE and the 2012 and 2013 subscriptions to the Interfaith Network. There are two payments in this year as both invoices were received in the same financial year. No payment for 2012/2013 was made to the RE Council of England and Wales as the invoice was not received until after the end of the financial year. This payment will be included in the 2013/2014 financial year accounts.

Members are invited to receive and adopt the attached statement of accounts.

### **ANNUAL SUBSCRIPTIONS 2013/2014**

In considering an appropriate annual subscription per SACRE for membership of WASACRE during the 2013/2014 financial year, members will recall that the decision was taken at the 2001 Annual General Meeting of WASACRE that, in future, the subscription to WASACRE would be increased in line with inflation.

It is important for WASACRE to follow this practice in order to ensure that sufficient resources are available to meet the ongoing costs of WASACRE activities, including meeting expenses, secretarial costs, officers' expenses, officers' honoraria and the contribution to the cost of publishing REflections in RE News. In addition, WASACRE needs to have sufficient resources available to meet the costs of further All Wales events, including the Conference planned for October, 2013, and to enable it to become involved in other initiatives for the support of Religious Education and Collective Worship across Wales such as the recent training on Religious Education in Key Stage 3. Although the WASACRE finances are currently in a healthy state, it is important that a substantial balance is maintained if WASACRE is to be able to, with confidence, arrange further national events.

In the light of the above and the decision at the 2001 Annual General Meeting, that, in future, the subscription to WASACRE be increased in line with inflation, it is

**RECOMMENDED** that the annual subscription per SACRE for membership of WASACRE during the 2013/2014 financial year, be set at £417, which represents an uplift of 2.08% on the 2012/2013 subscription.

### **PAYMENT OF EXPENSES**

Members will recall that the following arrangements for the payment of expenses were agreed at the 2012 Annual General Meeting of WASACRE for 2012/2013:-

- I. Payment of 45 pence per mile to officers undertaking business on behalf of WASACRE where they are unable to claim from their local SACREs and reimbursement at the same level for speakers contributing to WASACRE meetings;

- II. reimbursement to officers of actual parking costs, where incurred, in relation to the conduct of WASACRE business;
- III. where public transport is used rather than private car, reimbursement of actual rail/coach fares up to the level of standard fare on the understanding that advantage of saver arrangements would be taken wherever possible;
- IV. reimbursement of subsistence costs in respect of officers of WASACRE and speakers at WASACRE meetings at the following levels:-
  - breakfast - £4.50 (to qualify for a breakfast allowance, an officer must have left home before 7.00 am);
  - lunch - £6.00 (to qualify for a lunch allowance, an officer must be away from home before noon and after 2.00 pm);
  - tea - £2.50 (to qualify for a tea allowance, an officer must be away from home until after 6.30 pm);
  - evening meal - £7.50 (to qualify for an evening meal allowance, an officer must be away from home until after 8.30 pm);
- V. reimbursement of actual costs of overnight accommodation on the understanding that reasonable costs are incurred; and
- VI in relation to teachers being released from school to make presentations at meetings of WASACRE, WASACRE will fund up to one full day's supply cover. In the event of this proving inadequate, early contact must be made with the Treasurer, who will be given discretion to agree a higher level of supply cover in consultation with either the Chairman or Vice Chairman.

It is

**RECOMMENDED** that the above arrangements, agreed for 2012/2013, be maintained for 2013/2014.