

WALES ASSOCIATION OF SACREs

ANNUAL GENERAL MEETING – 19th JUNE, 2023

REPORT BY: Treasurer

SUBJECT: Report for 2022/2023 Financial Year

REPORT FOR: Information and Decision

STATEMENT OF ACCOUNTS 2022/2023

Attached, as an Appendix to this report, is the independently examined Statement of Accounts for the 2022/2023 financial year. Members will note that, during the year, income exceeded expenditure by £8969.44, compared with £7,722.90 in 2021/2022. At the end of the financial year, subscriptions from 16 SACREs had been received, and the subscriptions from the remaining SACREs have now been received. It is pleasing to report that subscriptions have, again, been paid in respect of all SACREs. It is good to be able to report that income exceeded expenditure again this year and by a substantial amount. Further information on the reasons for the increase on last year is provided below. The financial year commenced with a balance of £45,502.79 and ended with a balance of £54,472.23. The finances of WASACRE, therefore, remain in a healthy condition and the level of funds available to WASACRE, to fund its planned activities, is encouraging. Members will have noted that the balance of funds has increased steadily during the last few years and this is part of the plan to ensure the availability of funding for the next WASACRE conference.

a) **Receipts**

As in previous years, the main source of income for WASACRE during 2022/2023 has been the annual subscriptions paid by member SACREs. Members will be aware 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 2022/2023 was £495.00 which has resulted in an income of £7,920.00. This figure represents the 16 subscriptions, received during the financial year, and it is pleasing to report that the remaining SACRE subscriptions have now been paid. Therefore, I can report that all subscriptions for 2022/2023, have now been received. The receipts also included the late payment of £1,440.00, which represents 3 subscriptions of £480.00 relating to the 2021/2022 financial year.

The other regular annual source of income for WASACRE has been Bank Interest and this amounted to £20.66 in 2022/2023, an increase of £20.10 on £0.56, the amount received in 2021/2022. The Bank Interest rate remained low at the start of the year but increased during the year. Interest paid on the WASACRE Business Money Manager Account during the first quarter

amounted to £0.68 while the interest paid during the last quarter amounted to £12.83. While this is a move in the right direction, It is clear, as has been previously noted, that it will be some time before significant income is received through Bank Interest.

During the year, WASACRE received a payment of £4,250.00 from the Welsh Government. This payment was in response to work, commissioned by the Welsh Government and carried out by WASACRE in undertaking an informal review of agreed syllabi. Officers of the Welsh Government actually approached WASACRE with the request that this work be carried out which is an indication of their high regard for the competence and professionalism of WASACRE. Unfortunately, this payment was received by WASACRE on 31st March, 2023, which means that, while the income is included in the 2022/2023 financial year, the payments made against it are recorded in the 2023/2024 financial year. This has inflated the figure for excess of income over expenditure and a more realistic figure would be £4,719.44.

b) **Expenditure**

During 2022/2023 there has also been lower than usual expenditure. This year there were no payments in relation to officers' travel and accommodation as all the meetings have been virtual, and held via the Teams or Zoom platforms. In addition, there have been no requests for release of teaching staff to attend meetings as, in the main, they have been held at times that were convenient for members to attend. There also have been no requests for payment of expenses for attendance at conferences and other similar events.

The areas of expenditure in the 2022/2023 accounts are as follows:-

The cost of convening meetings amounted to £1055.88 for the translation of documents, compared with £1392.53 in 2021/2022. There were no other costs of holding both the termly meetings of WASACRE and the Executive Committee meetings as these were all held virtually via Teams except for the Spring meeting of WASACRE. This was held via the Zoom Platform as this platform supports simultaneous translation.

Members will be aware that the WASACRE secretarial arrangements have continued unchanged. The post of Co-ordinator Secretary has continued with the role of overseeing the secretarial function but without the full range of secretarial activities. This post still attracts an honorarium of £1,500.00 and, this is now, usually paid, as termly instalments. The Co-ordinating Secretary is supported by an Assistant Secretary but, currently, no honorarium is paid for this post. The secretarial costs have been minimised through the use of electronic communications and no claims for secretarial expenses were made during the year. The post of Minute Secretary also attracts an honorarium of £1,500.00 but the post has remained unfilled since the departure of the previous post holder. With the departure of the Minute Secretary, the services were bought in of an individual who was willing to minute the meetings,

remotely, from recordings of the meetings. The costs of this service, for the last financial year, amounted to £1,294.55 and are well within the honorarium that would have been paid to a Minute Secretary. The payment relates to the actual amount of work involved, rather than an honorarium. WASACRE is fortunate in being able to secure the services of an individual who is able to provide high quality minutes of the meetings and, so far, this arrangement has worked well.

Members will recall that, some time ago, WASACRE produced a document entitled 'Managing the right of Withdrawal from Religious Education', which was very well received. As Religion Values and Ethics is included within the Humanities area of the National Curriculum, from which there is no right of withdrawal, it was agreed that surplus copies of the book would be circulated to local authorities and Diocesan Directors of Education in Wales, before the full implementation of Religion, Values and Ethics, and the cost of this circulation amounted to £306.88.

The Treasurer's Expenses amounted to £44.24, which is very similar to £46.81, the level of expense in 2021/2022. These expenses relate, in the main, to postage charges and stationery.

During the year, a total of £298.00 has been spent on Membership Subscriptions which is similar to £388.00, the amount spent in 2021/2022. The only difference was that, in 2021/2022, there were two payments of £99.00 to the RE Council – one relating to 2020/2021 and the other to 2021/2022.

These comprise the following:-

- The RE Council for 2022/2023 - £99.00
- EFTRE 2022 - £90.00
- The Interfaith Network 2022 - £100.00

The sum of £100.67 has been paid for hosting the WASACRE website. Members will agree that a high-quality website is an excellent resource and plays a valuable role in raising the profile of WASACRE as well as providing a source of information in relation to Religious Education and Collective Worship. This has been achieved with the development of the new website and this will provide excellent support for WASACRE. In addition, it will be a valuable source of information on Religion, Values and Ethics, as well as Collective Worship for SACREs, teachers and other professionals.

This is the first full year of Bank Charges. With effect from 1st November, 2021, HSBC changed the WASACRE Community Account (current account) into a Charitable Bank Account. This account carries a monthly fee of £5.00 and cheques paid into and out of the account over the counter are charged at £0.40 per cheque. The charges for 2022/2023 amounted to £70.00. Fortunately, only 2 authorities paid subscriptions by cheque this year and only 19 cheques were drawn within the financial year.

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

ANNUAL SUBSCRIPTIONS 2023/2024

In considering an appropriate annual subscription per SACRE for membership of WASACRE during the 2023/2024 financial year, members will be aware 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, operating costs, officers' expenses, officers' honoraria and subscriptions. Although some of these costs have not been incurred in the 2022/2023 financial year, they are likely to occur in the 2023/2024 financial year. In addition, WASACRE needs to have sufficient resources available to meet the costs of All Wales events, such as national conferences, and to enable it to become involved in other initiatives for the support of Religion, Values and Ethics, together with Collective Worship across Wales including the provision of further training and preparation of publications. 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 and undertake more projects.

However, at the recent meeting of the WASACRE Executive Committee, it was agreed that, in the light of the current difficult financial circumstances, experienced by Local Authorities, there should be no uplift to the subscription to WASACRE for 2023/2024. It is, therefore,

RECOMMENDED that the annual subscription per SACRE for membership of WASACRE during the 2023/2024 financial year, remain at £495.00, the same level as the 2022/2023 subscription.

PAYMENT OF EXPENSES

Members will recall that the following arrangements for the payment of expenses were either agreed at the 2020 Annual General Meeting of WASACRE or agreed subsequently: -

- 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;
- reimbursement to officers of actual parking costs, where incurred, in relation to the conduct of WASACRE business;
- 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;
- reimbursement of reasonable subsistence costs in respect of officers of WASACRE and speakers at WASACRE meetings;
- reimbursement of actual costs of overnight accommodation on the understanding that reasonable costs are incurred;

- 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 Chair or Vice Chair.
- Members of SACREs and others attending main meetings of WASACRE are not eligible to claim expenses from WASACRE but should claim from their own SACRE or the body that they represent;
- the Co-ordinator Secretary will receive an annual honorarium of £1,500. If the position is taken by a serving teacher, then supply cover would be paid in addition to the existing honorarium and expenses (necessary travel, accommodation and subsistence). Supply cover would be paid to the school and the honorarium would be paid to the individual officer;
- if appointed, a Minute Secretary will receive an annual honorarium of £1,500 plus expenses, plus overnight accommodation if necessary. If the current arrangement continues, WASACRE will pay invoices submitted by the individual preparing minutes from recordings of meetings in accordance with the level of work involved;
- Members of the WASACRE Executive Committee are able to claim expenses from WASACRE for attendance at Executive Committee Meetings where they are unable to claim expenses from elsewhere;
- Members of the WASACRE Executive Committee, who are serving teachers, are eligible to claim supply cover costs to enable them to be released to attend meetings. The claim should be submitted to the Treasurer by the employing school and should represent actual costs;
- although there is some common membership, NAPfRE is a separate entity and WASACRE is unable to fund their meetings or expenses;
- where NAPfRE members are undertaking work on behalf of WASACRE, WASACRE will contribute to their expenses. Requests must be submitted, in advance, to the Treasurer, who will be given discretion to consider them in consultation with the Chair or Vice Chair;
- WASACRE will, on occasion, pay fees for people to attend meetings or carry out work on professional working days if this has been agreed in advance. Requests must be submitted, in advance, to the Treasurer, who will be given discretion to consider them in consultation with the Chair or Vice Chair. It is expected that there will be evidence of the work undertaken and this could be a paper or report following the meeting attended.

It is

RECOMMENDED that the above arrangements be approved for 2023/2024.

**WALES ASSOCIATION OF SACRES
STATEMENT OF ACCOUNTS 2022/2023**

RECEIPTS

| | |
|---|--------------|
| Annual Subscriptions 2021/2022 (3 SACRES at 480.00 per SACRE) | 1440.00 |
| Annual Subscriptions 2022/2023 (16 SACREs at 495.00 per SACRE) | 7920.00 |
| Payment from Welsh Government for work, carried out by WASACRE, at their request - informal review of agreed syllabi | 4250.00 |
| Bank Interest | <u>20.66</u> |

Total Receipts

13630.66

EXPENDITURE

Meeting Expenses:

| | |
|--|---------------|
| Translation of Documents | 1055.88 |
| Taking Minutes of meetings | 1294.55 |
| Co-ordinating Secretary's Honorarium 2022/23 | 1500.00 |
| Distribution of WASACRE document on Withdrawal from RE | 306.88 |
| Treasurer's Expenses: | 44.24 |
| Membership Subscriptions: | |
| RE Council 2022/2023 | 99.00 |
| EFTRE 2022 | 90.00 |
| Interfaith Network 2022 | <u>100.00</u> |
| | 289.00 |
| Bank Charges | 70.00 |
| Website Hosting | 100.67 |

Total Expenditure

4661.22

ADD Excess of Receipts over Expenditure

8969.44

13630.66

BALANCE SHEET AT 31/3/23

| | | |
|-------------------------------------|----------------|-----------------|
| Balance at 31/3/22 | 45502.79 | |
| ADD | | |
| Excess of Receipts over Expenditure | <u>8969.44</u> | |
| Balance at 31/3/23 | | <u>54472.23</u> |

Represented by:

Bank Balances at 31/3/23:

| | | |
|--------------------------------|-----------------|----------|
| Business Money Manager Account | 5511.37 | |
| Charitable Bank Account | <u>49105.77</u> | 54617.14 |

LESS

2 cheques drawn and not presented on 31/3/23

| | |
|---------------|---------------|
| 44.24 | |
| <u>100.67</u> | |
| | <u>144.91</u> |

54472.23

Inspected and found correct:

Signed: 
I.F.A

Date: 14th June 2023