

WALES ASSOCIATION OF SACREs

ANNUAL GENERAL MEETING – 16th JUNE, 2021

REPORT BY: Treasurer

SUBJECT: Report for 2020/2021 Financial Year

REPORT FOR: Information and Decision

STATEMENT OF ACCOUNTS 2020/2021

Attached as an Appendix to this report is the audited Statement of Accounts for the 2020/2021 financial year. Members will note that, during the year, income exceeded expenditure by £6,520.16, compared with £649.01 in 2019/2020. 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. The problem of late payment this year arose from the need for Purchase Order Numbers in some authorities before invoices could be paid and the fact that last year's Annual General Meeting was held on 7th October, 2020, rather than in June or July because of the Covid-19 Pandemic. This meant that invoices did not go out until much later than usual, giving Local Authorities less time to pay before the end of the financial year. 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 £31,259.73 and ended with a balance of £37,779.89. 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.

a) **Receipts**

As in previous years, the main source of income for WASACRE during 2019/2020 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 2020/2021 was £470.00 which has resulted in an income of £7,520.00. 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 2020/2021, have now been received. The receipts also included the late payment of £2,305.00, which represents 5 subscriptions of £461.00 relating to the 2019/2020 financial year.

The other regular annual source of income for WASACRE has been bank interest and this amounted to £2.98 in 2020/2021, a decrease of £8.15 on £11.13, the amount received in 2019/2020. There has been a drop in Bank

interest and, during the year, the quarterly interest payments dropped from £2.56 in the first quarter to £0.14 in the remaining three quarters. It is clear, as has been previously noted, that it will be some time before significant income is received through bank interest.

b) **Expenditure**

2020/2021 has been a strange year with 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, in the main, held via the Teams platform. In addition, there have been no requests for release of staff to attend meetings as 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. Members will note that there is no honorarium in the accounts in relation to the post of Co-ordinating Secretary as this payment fell outside the financial year because of the pandemic. I can assure members that the honorarium of £1,500 has been paid for 2020/2021 and will be included in the 2021/2022 accounts. We have moved towards three equal termly payments rather than one lump sum for the payment of future honoraria.

The areas of expenditure in the 2020/2021 accounts are as follows:-

The cost of convening meetings amounted to £823.16 and this solely related to the cost of translation of documents. 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. This was slightly less than the expenditure on this item in 2019/2020 which amounted to £986.89.

The sum of £24.30 has been paid for the hosting of the current WASACRE website and the sum of £300.00 has been paid for maintenance of the website. This covers the period from 1st July, 2019, until 30th June, 2020. WASACRE has commissioned the building of a new website which will be more suited to its current and on-going needs and, within this financial year a 30% deposit of £330.00 towards this work has been paid. 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. It is anticipated that the new website will provide excellent support for WASACRE and will be a valuable source of information on Religious Education, or the new Religion, Values and Ethics, as well as Collective Worship for SACREs, teachers and other professionals.

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, as indicated above, this payment has been made, outside of the current financial year. The secretarial costs have been minimised through the use of electronic communications and no claims for secretarial expenses were made

during the year. The appointment of a Minute Secretary has been maintained and this post also attracts an honorarium of £1,500.00 which has been paid within the financial year. This post also attracts payment of expenses but, during the year, there were no claims for expenses. WASACRE is fortunate in being able to secure the services of a Minute Secretary who has a wide knowledge of Religious Education, Collective Worship and related matters, and is able to very effectively fulfil this role.

The Treasurer's Expenses amounted to £32.36, compared with £39.88 in 2019/2020. These 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 £299.00, the amount spent in 2019/2020 . These comprise the following:-

- The RE Council for 2019/2020 - £99.00
- The RE Council for 2020/2021 - £99.00
- The Interfaith Network 2021 - £100.00

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

ANNUAL SUBSCRIPTIONS 2021/2022

In considering an appropriate annual subscription per SACRE for membership of WASACRE during the 2021/2022 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, secretarial costs, officers' expenses, officers' honoraria and subscriptions. Although some of these costs have not been incurred in the 2020/2021 financial year, they are already occurring in the 2021/2022 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.

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 2021/2022 financial year, be set at £480.00, which represents an uplift of 2% on the 2020/2021 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 for 2020/2021, 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;
- the Minute Secretary will receive an annual honorarium of £1,500 plus expenses, plus overnight accommodation if necessary;
- 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 2021/2022.

**WALES ASSOCIATION OF SACRES
STATEMENT OF ACCOUNTS 2020/2021**

RECEIPTS

Annual Subscriptions 2019/2020 (5 SACRES at 461.00 per SACRE)	2305.00
Annual Subscriptions 2020/2021 (16 SACREs at 470.00 per SACRE)	7520.00
Bank Interest	<u>2.98</u>

Total Receipts **9827.98**

EXPENDITURE

Meeting Expenses:

Translation of Documents 823.16

Support for current WASACRE website:

Website hosting 24.30

Website maintenance (1/7/19 – 30/6/20) 300.00

324.30

Building a new WASACRE website (30% deposit) 330.00

Minute Secretary's Honorarium: 1500.00

Treasurer's Expenses: 32.36

Membership Subscriptions:

RE Council 2019/2020 99.00

RE Council 2020/2021 99.00

Interfaith Network 2021 100.00

298.00

Total Expenditure 3307.82

ADD Excess of Receipts over Expenditure 6520.16

9827.82

BALANCE SHEET AT 31/3/21

Balance at 31/3/20	31259.73	
ADD		
Excess of Receipts over Expenditure	<u>6520.16</u>	
Balance at 31/3/21		<u>37779.89</u>

Represented by:

Bank Balances at 31/3/21:

Business Money Manager Account	5490.15	
Community Account	<u>32421.10</u>	
		37911.25

LESS

2 cheques drawn and not presented on 31/3/21

99.00
<u>32.36</u>

131.36

37779.89

Audited and found correct:

Signed: *B.M. Lynch*

Date: 13/6/21