



Association for Media Education in Scotland
Scottish Charity Number SC029408



Trustees' Annual Report for the year ending 28th February 2021

Contact Address:

The Association for Media Education in Scotland (AMES) can be contacted c/o Isabel Saran (Secretary), 18 Elderside, Peterculter, Aberdeen, AB14 0XE.

Current Trustees:

The members of the committee during the year to 28th February 2021, were:

Wendy Elrick (Convenor)

Steve James

Lorraine Teviotdale

Isabel Saran (Secretary)

Des Murphy

Kirsty Brown

Robert Preece (Treasurer)

Caibiona Smith

Mhairi Johnstone

Governing Document

The Association is a charitable unincorporated association and the purposes and administration arrangements are set out in the constitution.

Recruitment and appointment of Trustees, their remuneration and expenses

All of the Association's Trustees are appointed or reappointed by the members at the annual general meeting. It was not possible to hold an Annual Meeting in 2020 due to the pandemic. The trustees did not receive any remuneration during the year, but payments were made for travel to and from committee meetings. An honorarium was paid to the editor of the Media Education Journal who is also a trustee (see note 2 on page 3).

Charitable purposes

Our purposes, as set out in our constitution, are to advance all aspects of Media Education throughout the Scottish educational system, and to develop and encourage a fuller understanding and appreciation of the value and benefits of media education throughout the public at large.

Activities and achievements

Due to COVID-19, many AMES activities have changed. Committee meetings were held virtually, for example. To aid online learning, a unit of work based on "Hair Love" was developed and made available through the AMES website in April 2020. This proved to be very popular with secondary teachers and was also recommended as part of the move towards Anti-Racist education in Scotland.

AMES has also continued to build relationships with Creative Scotland and has partnered with SYFF (Scottish Youth Film Foundation) to launch awards for National 5 and Higher Media Productions as part of the SYFF Film Festival in 2021. AMES has continued to publish the Media Education Journal and issue regular newsletters. The website is regularly updated with resources, including a new section with the resources developed by Rick Instrel over his many years of supporting Media Education. AMES has also worked with the SQA as part of the Qualification Steering Team to offer feedback on qualifications.

Reserves

The accounts for the 2020/21 financial year are reasonably satisfactory, but reflect the reduced activity that was possible during the pandemic. The balance of £500 from the £2500 grant from Creative Scotland for the funding of the 2019 conference was paid during this financial year. Otherwise, apart from bank interest, there was no change in the Conference Account figures.

In the General Account, committee meetings were held on-line so this saved £500 to £500 of expenditure.

Production costs of the Media Education Journal were in line with expectations. However an overall loss on this account of about £350 is equivalent almost entirely to the non-renewal by many schools of their membership for the 2020/2021 academic year.

Continued effort will be needed to keep expenses under control, until membership can be significantly increased.

Overall there was a surplus of around £265, but this figure represents the result of a very unusual year, and is largely due to the late payment of the balance of the Conference grant.

Approved by the Trustees (via video conference) and signed on their behalf:

Wendy Elrick (Convenor)

11th September 2021

ASSOCIATION FOR MEDIA EDUCATION IN SCOTLAND

Scottish Charity No. SC029408

INCOME AND EXPENDITURE, 1st MARCH 2020 TO 28th FEBRUARY 2021

	2020/21	2019/20
INCOME		
Membership fees	1720.00	£2265.00
Subscriptions to MEJ	602.50	663.50
Fees for conference/day school	0.00	525.00
Grants: conference <i>see note 4</i>	600.00	2000.00
Posters <i>see note 3</i>	0.00	36.00
Gift Aid refund (covering 3 years)	0.00	465.26
Bank interest: general account	£1.77	£1.83
conference account	1.55	1.96
	3.32	3.79
	A £2925.82	A £5958.56
EXPENDITURE <i>see note 5</i>		
Journal: Production	£1505.00	£1821.54
Honoraria <i>see note 2</i>	480.00	480.00
Post/Stationery	368.04	258.10
	£2353.04	£2559.64
National Committee Meeting expenses	0.00	533.70
Conference:		
Venue costs	0.00	2344.00
Speakers' fees and expenses	(18.00)	283.66
Other expenses (Incl. committee)	0.00	527.50
	(18.00)	3155.56
Posters	0.00	0.00
Postage/Stationery (secretary/treasurer)	23.08	45.05
Direct Debit charges	76.69	113.79
Other: Web site development/maintenance	226.38	122.40
Representing AMES at other meetings	0.00	0.00
	B £2661.19	B £6530.14
Surplus (deficit) for year [A - B]	£264.63	(£571.59)

BALANCE SHEET AS AT 28th FEBRUARY 2021

	This year	Last year (Feb. 2020)
Cash available:		
Balance 1st March 2020 – general a/c	£2629.59	£2572.58
– conference a/c	3121.68	3750.28
Surplus (deficit) for year – general a/c	£(354.92)	£57.01
– conference a/c	619.55	(628.60)
	264.63	(571.59)
Closing balance, 28th February 2021	£6015.90	£5751.27
Reserves:		
Royal Bank of Scotland:		
– general account	2314.67	2649.59
less: cheques uncashed at a/c date	(40.00)	(20.00)
	2274.67	2629.59
– conference account	3741.23	3139.68
less: cheques uncashed at a/c date	0.00	(18.00)
	3741.23	3121.68
Closing balance, 28th February 2021	£6015.90	£5751.27
Assets:		
Publications (see note 3)	0.00	£0.00
Liabilities:		
The Association has no material liabilities or obligations		

NOTES:

1. The Association maintains two bank accounts, one a general account and the other for operating conferences and day schools. No part of either account forms a restricted fund.
2. Trustees' remuneration and expenses: the editor of the *Media Education Journal* received an honorarium of £400 (2019/20: £400). Two members who are not trustees received total honoraria for proof-reading of £80 (2019/20: £80).
3. The assets of the Association include stocks of current and back issues of the *Media Education Journal* which are unlikely to be sold other than in very small quantities, and therefore have been valued at nil. Classroom posters were produced in 2018, with the production costs shared with the late Rick Instrell; income given here represents sales.
4. A grant for £2000 was received in 2019 from Creative Scotland towards the costs of the annual conference in November 2019, and the balance of this grant of £800 was paid in the current financial year.
5. During the financial year 2019/20 three sums of money were fraudulently removed from the Conference Account. However, our bankers have refunded these sums in full, and the sums involved have been excluded from these accounts.

Signed:



Robert G. Preece (Treasurer)
14th April 2021

Independent Examiner's Report to the Trustees of the Association for Media Education in Scotland (Scottish Charity No. SC029408)

I report on the accounts of the charity for the 13-month period ended 28th February 2021, which are set out on pages 2 to 3 of this document.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended ("the 2006 Regulations"). The charity's trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's statement

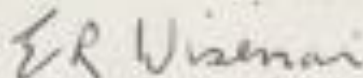
In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulations have not been met,

or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Eric R. Wiseman

Address: 37 Innes Street, Inverness, IV1 1NP

16/6/2021