



Association for Media Education in Scotland  
Scottish Charity Number SC029408



## Trustees' Annual Report for the year ending 28th February 2022

### Contact Address:

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

### Current Trustees:

The members of the committee during the year to 28th February 2022, were:

Wendy Elrick (Convenor)

Des Murphy

Kirsty Brown

Isabel Sarran (Secretary)

Catriona Smith

Mhairi Johnstone

Robert Preece (Treasurer)

Lorraine Teviotdale

### 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 or 2021 due to the pandemic. The trustees did not receive any remuneration during the year. 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

The ongoing pandemic has meant that AMES has continued to hold committee meetings virtually and been unable to host a conference. However, AMES has continued to publish the *Media Education Journal* and support media education through the website. This has involved the scanning of historic *Media Education Journals* from the earliest years of AMES. All of the resources produced by Rick Instrell have also been made available free to all online.

AMES has continued to work with Creative Scotland and the SQA, supporting the qualification steering team and also participating in the Screen Scotland Film Education Advisory Board. We are now into our second year of working with SYFF (Scottish Youth Film Foundation) and planning to award Higher and National 5 productions again. It is hoped that there will be an opportunity for more in-person events as we move out of the pandemic.

### Reserves

The accounts for financial year 2021/2022 appear satisfactory, but reflect the reduced activity due to restrictions during the pandemic. No conference or day school was held so the only change in the conference account is the addition of a small sum of bank interest.

Membership income is also seriously depressed as most of the school institutional members did not renew for 2021/2022 due to no budget being available in their school. This has reduced income by some £330. Subscriptions from academic libraries for the *Media Education Journal* have not been affected.

With committee meetings held by video-conferencing there has been no expenditure under the 'committee expenses' heading, and it will be necessary to restrict costs under this heading in the coming year.

As the second edition of the *Media Education Journal*, planned for December 2021, was seriously delayed, expenses for the *Journal* reflect the production of only a single edition, and the costs of the delayed issue of some £710 will fall in the 2022/2023 financial year. The surplus of roughly £1050 is therefore artificially high, and should have been around £335.

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

Wendy Elrick (Convenor)

21st May 2022

# ASSOCIATION FOR MEDIA EDUCATION IN SCOTLAND

Scottish Charity No. SC029408

## INCOME AND EXPENDITURE, 1st MARCH 2021 TO 28th FEBRUARY 2022

	2021/22	2020/21
<b>INCOME</b>		
Membership fees	1390.00	1720.00
Subscriptions to <i>MEJ</i>	603.50	602.50
Fees for conference/day school	0.00	0.00
Grants: conference <i>see note 4</i>	0.00	600.00
Posters <i>see note 3</i>	0.00	0.00
Gift Aid refund ( <i>covering 3 years</i> )	0.00	0.00
Bank interest: general account	£1.50	£1.77
conference account	1.84	1.55
	3.34	3.32
	A £1996.84	A £2925.82
<b>EXPENDITURE</b>		
Journal: Production	£445.00	£1505.00
Honoraria	240.00	480.00
Postage	168.02	368.04
<i>see note 2</i>	£853.02	£2353.04
National Committee Meeting expenses	0.00	0.00
Conference:		
Venue costs	0.00	0.00
Speakers' fees and expenses	0.00	(18.00)
Other expenses (incl. committee)	0.00	0.00
	0.00	(18.00)
Posters	0.00	0.00
Postage/Stationery (secretary/treasurer)	0.00	23.08
Direct Debit charges	97.06	76.69
Other: Web site development/maintenance	0.00	226.38
Representing AMES at other meetings	0.00	0.00
	B £950.08	B £2661.19
Surplus (deficit) for year [A – B]	£1046.76	£264.63

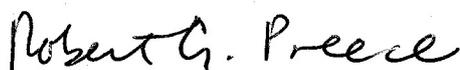
# BALANCE SHEET AS AT 28th FEBRUARY 2022

	This year	Last year
<b>Cash available:</b>		
Balance 1st March 2021 – general a/c	£2274.67	£2629.59
– conference a/c	3741.23	3121.68
Surplus (deficit) for year – general a/c	£1044.92	£(354.92)
– conference a/c	1.84	619.55
	1046.76	264.63
Closing balance, 28th February 2022	£7062.66	£6015.90
<b>Reserves:</b>		
Royal Bank of Scotland:		
– general account	3319.59	2314.67
<i>less: cheques uncashed at a/c date</i>	0.00	(40.00)
	3319.59	2274.67
– conference account	3743.07	3741.23
<i>less: cheques uncashed at a/c date</i>	0.00	0.00
	3743.07	3741.23
Closing balance, 28th February 2022	£7062.66	£6015.90
<b>Assets:</b>		
Publications (see note 3)	0.00	£0.00
<b>Liabilities:</b>		
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 £200 (2020/21: £400). Two members who are not trustees received total honoraria for proof-reading of £40 (2020/21: £80). Only one edition of the *MEJ* was issued during the financial year, as the second scheduled edition was significantly delayed and its costs will be paid during the 2022/23 financial year.
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 held in November 2019, and the balance of this grant of £600 was paid in arrears in the 2020/21 financial year.

Signed:



Robert G. Preece (Treasurer)  
3rd May 2022

# **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 12-month period ended 28th February 2022, 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

10th May 2022