



Association for Media Education in Scotland  
Scottish Charity Number SC029408



## Trustees' Annual Report for the year ending 28th February 2024

### 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 2024, were:

Wendy Elrick (Convenor)

Isabel Sarran (Secretary)

Robert Preece (Treasurer)

Des Murphy

Catriona Smith

Lorraine Teviotdale

Kirsty Brown

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, usually held at the conclusion of the annual conference held in June each 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

AMES has continued to hold committee meetings virtually but held a Conference in Perth in May 2023. While attendance was on the low side, the keynotes from TIE (Time for Inclusive Education) and the range of workshops were well received. AMES has continued to publish the *Media Education Journal* but made the decision to switch to an entirely digital format. This has allowed more use of colour and embedded links as well as being more ecologically sustainable. The website has been updated with recent *MEJs* as well as resources from the conference.

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. Our partnership with SYFF (Scottish Youth Film Foundation), and planning to award Higher and National 5 productions, continues, celebrating the extremely talented young people of Scotland.

### Reserves

Reserves held by AMES are adequate for ongoing activity, despite a significant loss on the conference account, as the first post-pandemic event was held in May 2023. It is hoped that the 2024 conference will show a profit, or at least run at a small loss. Membership numbers continue to fall, as schools and colleges do not have the funds to pay subscriptions, even at a modest level.

Likewise, subscribers to the *Media Education Journal* have declined, also due to the inability of some libraries to stock electronic versions of the *Journal*. A welcome boost to funds was a payment from the Publishers' License Fee scheme of aver £240 for copying articles from the *Journal*. Considerable savings have been made by only producing the *Journal* in pdf format, as there were no printing or postage costs. A delay in production of the winter 2023/2024 edition mean that the costs of that edition will fall in the next year's accounts.

The rise in bank interest rates mean that a small further income has become available to the AMES bank accounts, but costs have risen for the Direct Debit maintenance charges. Overall the surplus over the two accounts (general and conference) is about £675.

Approved by the Trustees and signed on their behalf:

Wendy Elrick (Convenor)

...date...

# ASSOCIATION FOR MEDIA EDUCATION IN SCOTLAND

Scottish Charity No. SC029408

## INCOME AND EXPENDITURE, 1st MARCH 2023 TO 28th FEBRUARY 2024

	2023/24	2022/23
<b>INCOME</b>		
Membership fees	£1350.00	£1295.00
Subscriptions to <i>MEJ</i>	693.67	456.50
Fees for conference/day school	350.00	0.00
Grants: conference	0.00	0.00
Gift Aid refund ( <i>covering 3 years</i> )	0.00	446.57
Bank interest: general account	47.42	£7.50
conference account	37.83	7.44
	85.25	14.94
	<b>A £2478.92</b>	<b>A £2213.01</b>
 <b>EXPENDITURE</b>		
Journal: Production	£150.00	£895.00
Honoraria	220.00	810.00
Postage/stationery	12.95	596.03
<i>see note 2</i>	£382.95	£2301.03
National Committee Meeting expenses	0.00	72.00
Conference:		
Venue costs	£988.00	0.00
Speakers' fees and expenses	235.10	0.00
Other expenses (incl. committee)	0.00	0.00
	1223.10	0.00
Postage/Stationery (secretary/treasurer)	49.95	0.00
Direct Debit maintenance charges	147.76	105.15
Other: Web site development/maintenance	0.00	230.40
Representing AMES at other meetings	0.00	0.00
	<b>B £1803.76</b>	<b>B £2708.58</b>
 Surplus (deficit) for year [A – B]	<b>£675.16</b>	<b>(£495.57)</b>

## BALANCE SHEET AS AT 28th FEBRUARY 2024

	This year	Last year
<b>Cash available:</b>		
Balance 1st March 2023 – general a/c	<b>£2816.58</b>	£3319.59
– conference a/c	<b>3750.51</b>	3743.07
Surplus (deficit) for year – general a/c	<b>£1510.43</b>	(£503.01)
– conference a/c	<b>(835.27)</b>	7.44
	<b>675.16</b>	(495.57)
Closing balance, 28th February 2024	<b>£7242.25</b>	£6567.09
<b>Reserves:</b>		
Royal Bank of Scotland:		
– general account	<b>4397.01</b>	3597.62
<i>less:</i> cheques uncashed at a/c date	<b>70.00</b>	781.04
	<b>4327.01</b>	2816.58
– conference account	<b>2845.24</b>	3750.51
<i>plus:</i> cheque not credited at a/c date	<b>70.00</b>	0.00
	<b>2915.24</b>	3750.51
Closing balance, 28th February 2024	<b>£7242.25</b>	£6567.09
<b>Assets:</b>		
Publications (see note 3)	<b>0.00</b>	£0.00
<b>Liabilities:</b>		
The Association has no material liabilities or obligations		

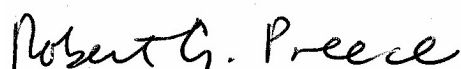
### NOTES:

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 (2022/23: £600). A member who is not a trustee received total honoraria for proof-reading of £20 (2022/23: £60). As the second edition due in the financial year 2023/2024 was seriously delayed, the costs of that edition fall within the 2024/25 financial year, leading to part of the overall surplus. As the *MEJ* is now produced as a pdf, and not in print, production costs are much lower.

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.

Signed:



Robert G. Preece (Treasurer)  
25th April 2024

# **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 2024, 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

Date: 1st May 2024