



PRIORSFORD PRIMARY SCHOOL PTA (SCIO)
Trustees' Annual Report and Financial Statements
For the year ended 31 August 2025
Scottish Charity No. SC047466



Trustees' Annual Report

For the year ended 31st August 2025

The trustees have pleasure in presenting their report together with the financial statements for the year ended 31st August 2025.

Reference and Administrative Information

Charity name	Priorsford Primary School PTA
SCIO Charity no	SC047466
Address	Marmion Road, Peebles, EH45 9BE
Trustees	Samantha Barker Jen Noble Mollie Davies Katherine Biggin Claire Crombie Susan Woodyer

Structure, Governance and Management

Constitution

Priorsford Primary School Parent Teacher Association (PTA) is a Scottish Charitable Incorporated Organisation (SCIO), registered on 31st May 2017. The charity was previously an unincorporated association but changed its legal form to a SCIO with the assets being transferred on the 1st June 2017. It has a single-tier structure, meaning the charity's trustees are also its members.

Appointment of trustees

The management committee, which meets at least four times per year, comprises the charity's trustees. Trustees are responsible for appointing or reappointing members to the board. There shall be between five and seven trustees. The term of office of each trustee shall be one year, with the option for reappointment.

Appointment as a trustee shall be by invitation of nominations from the current trustees or wider committee. Trustees are limited to parents or carers of children enrolled at, or teachers working in, Priorsford Primary School. All nominations must be seconded prior to appointment. In the event of a tie, the trustees will vote to decide. Trustees shall periodically appoint, or reappoint a chair, a vice-chair, a treasurer and a secretary from within their number. Trustees are elected at the annual general meeting held in September.



Objectives and Activities

Charitable purposes

The purpose of the Association shall be to promote the advancement of education in Priorsford Primary School, Peebles, by:

- Ensuring and enabling close co-operation and communication between parents and teachers, including the school's Parent Council.
- Studying and discussing matters of mutual interest relating to the education and welfare of pupils.
- Engaging in activities which support and advance the education of pupils attending the school.

Activities

The charity organises a range of activities as part of its fundraising calendar:

Standing events

- Halloween Disco
- Christmas Fayre
- Quarterly Lottery Draw
- Christmas Cards
- Class Tea Towels

Specific event for 2024/25

- Family Ceilidh
- Taylor Swift tribute act
- Colour Run (joint event with two other local primary schools to financially benefit all)

All activities are organised and delivered by members of the PTA, with additional support from the wider parents/teacher community whenever possible. The PTA contributes to the advancement of education by funding resources and experiences that the school would otherwise be unable to provide. Examples of resources include interactive smartboards, outdoor learning spaces, playground equipment, and art supplies. The PTA also subsidises visits from music, literary, and theatre groups, covers the costs of the school library system and educational software, and funds hosting charges for the school website. Pupils benefit from festive parties and experiences funded by the PTA.

Achievements and Performance

The PTA enjoyed a successful year driven by a dedicated and enthusiastic committee. Most of the usual annual fundraising events took place, alongside some new initiatives that were introduced with the primary objective of fostering connections within and across the school communities, focussing on experience rather than funds. The new events were financially successful and received excellent feedback from attendees.

Due to strong financial reserves, the Summer Fayre was not held this year. Instead, the PTA funded a Family Fun Day at the end of the school's Health Week, which was warmly welcomed by the school community.

The PPS PTA Lottery continued to operate; however, membership numbers continue to decline. The committee monitors this closely on a quarterly basis to ensure minimum participation levels are



maintained. As in 2023/24, the PTA did not receive any Employee Matched Funding but remains committed to pursuing this opportunity.

Financial Review

Total expenditure for the year was slightly greater than funds raised but a balanced financial position was maintained. The primary source of income for 2024/25 was the Christmas Fayre.

With the new headteacher established in post, their leadership identified a range of equipment purchases and school activities for which the PTA could provide financial support. This included supplying essential items such as paper and pens to help the school during a council spending freeze.

In addition, the PTA provided planning and treasury support for the Colour Run event, which was organised as a joint initiative with two other primary schools in the town.

Reserves policy

No Reserve Fund was established during this accounting period.

Plans for future period

We are excited about the year ahead, with a committed and enthusiastic PTA bringing fresh ideas and approaches to strengthen fundraising efforts. We will continue to encourage new volunteers to participate in organising events through small working groups, supported by oversight from the committee.

In terms of committed expenditure, the PTA will work closely with the headteacher to agree funding priorities. These will include standing annual subscriptions, and activities and equipment aligned with the results of the parent/carer spending survey conducted in March 2025. The PTA is committed to responsibly and sustainably running down some of the excess built up during 2023/2024.

The year ahead will see a continued focus on improving communication with the school community regarding fundraising and spending activities.

Approved by the Trustees and signed on their behalf by

Samantha Barker

Name Samantha Barker, Co-chair

Date 27/02/2026



Statement of Receipts and Payments for the year ended 31st August 2025

	Unrestricted funds	Restricted funds	Year ended 31/08/25	Year ended 31/08/24
Receipts				
Donations	£80	£0	£80	£140
Grants	£1,125	£0	£1,125	£838
Fundraising	£16,146	£0	£16,146	£17,018
Bank Interest	£373	£0	£373	£311
Gift Aid	£0	£0	£0	£0
ParentPay received in error	£331	£0	£331	£0
Total Receipts	£18,055	£0	£18,055	£18,307

Payments				
Fundraising Expenses	£7,821	£0	£7,821	£7,571
Charitable Activities	£7,446	£0	£7,446	£36
Equipment	£4,846	£0	£4,846	£242
Governance	£333	£0	£333	£152
Total Payments	£20,446	£0	£20,446	£8,002

Surplus/(Deficit)	(£2,391)	£0	(£2,391)	£10,305
Transfers between funds	£0	£0	£0	£0
Total Surplus/(Deficit)	(£2,391)	£0	(£2,391)	£10,305

Statement of Balances - as at 31st August 2025

	Unrestricted funds	Restricted funds	Year ended 31/08/25	Year ended 31/08/24
Opening cash in bank/hand	£28,842	£0	£28,842	£18,537
Surplus/(Deficit)	(£2,391)	£0	(£2,391)	£10,305
Closing cash in bank/hand	£26,451	£0	£26,451	£28,842

Bank & Cash balances				
Current Account	£26,451	£0	£26,451	£28,842
Total	£26,451	£0	£26,451	£28,842

Other assets – unrestricted funds				
None	£0	£0	£0	£0
Total	£0	£0	£0	£0

Liabilities				
None	£0	£0	£0	£0
Total	£0	£0	£0	£0



Notes to the accounts - for the year ended 31st August 2025

1. Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the organisation. Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. There were no restricted funds during the year 2024/25.

3. Related party transactions

No related party transactions made

4. Donations

	Unrestricted funds	Restricted funds	Year ended 31/08/25	Year ended 31/08/24
Karen Kirkness Yoga Club	£80	£0	£80	£0
Peebles Auction House	£0	£0	£0	£100
Graham Irvine	£0	£0	£0	£40
Total Donations	£80	£0	£80	£140

5. Grants received

	Unrestricted funds	Restricted funds	Year ended 31/08/25	Year ended 31/08/24
Tesco Blue Token Grant	£1,125	£0	£1,125	£0
Peebles Round Table	£0	£0	£0	£838
Total Grants Received	£1,125	£0	£1,125	£838



6. Cost of Charitable Activities

	Unrestricted funds	Restricted funds	Year ended 31/08/25	Year ended 31/08/24
ClickView subscription	£414	£0	£414	£0
School website	£607	£0	£607	£0
Christmas Gift Books	£50	£0	£50	£0
Christmas parties	£486	£0	£486	£0
Library system	£660	£0	£660	£0
Library ambassadors	£359	£0	£359	£0
Christmas pantomime	£1,679	£0	£1,679	£0
Christmas film	£600	£0	£600	£0
Dalguise match funding	£200	£0	£200	£0
Kindle eBooks	£200	£0	£200	£0
Sports day fruit	£62	£0	£62	£36
Health week event	£796	£0	£796	£0
Book week visits	£714	£0	£714	£0
P7 Leavers' T-shirts	£557	£0	£557	£0
Poverty proofing	£63	£0	£63	£0
Total Cost of Charitable Activities	£7,447	£0	£7,447	£36

7. Cost of Equipment

	Unrestricted funds	Restricted funds	Year ended 31/08/25	Year ended 31/08/24
iPad cables	£84	£0	£84	£0
Soft Start Materials	£799	£0	£799	£0
2 x Smart boards	£3,580	£0	£3,580	£0
Essential resources	£383	£0	£383	£0
Sensory circuits	£0	£0	£0	£242
Total Cost of Equipment	£4,846	£0	£4,846	£242

8. Net Fundraising Event Income

	Unrestricted funds	Restricted funds	Year ended 31/08/25	Year ended 31/08/24
Discos	£532	£0	£532	£1,026
Christmas Fayre	£4,326	£0	£4,326	£4,349
Christmas Cards	£0	£0	£0	£627
Tea Towels	£373	£0	£373	£357
Summer Fayre	£0	£0	£0	£2,500
Easy Fundraising	£15	£0	£15	£33
Miscellaneous	£254	£0	£254	£81
Label Planet/Stikins	£0	£0	£0	£65
Lottery	£228	£0	£228	£408
Ceilidh	£719	£0	£719	£0
Taylor Swift Tribute	£1,721	£0	£1,721	£0
Colour Run	£355	£0	£355	£0
ASDA Cashpot	£133	£0	£133	£0
Total Fundraising Event Income	£8,656	£0	£8,656	£9,446



9. Governance Costs

	Unrestricted funds	Restricted funds	Year ended 31/08/25	Year ended 31/08/24
Insurance	£333*	£0	£333*	£152
Total Governance Costs	£333	£0	£333	£152

* includes insurance for both 2023/24 and 2024/25

10. Transfers between funds

None in this accounting period. One third of net profit from the Colour Run (excluding income for Priorsford Primary raffle and entry ticket sales), £206.22, paid to each of Kingsland Primary School Parent Council and Halyrude Primary School PTA. These and other final Colour Run transactions are listed in accounts for 2025/26 as the event was held on the final day of this period, 31st August 2025.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signatures	<i>Samantha Barker</i>	<i>Katherine J Biggin</i>
Full Names	Samantha Barker	Katherine Biggin
Positions	Chair	Treasurer
Date	27/02/2026	27/02/2026