

CHARITY NUMBER: SC 022024

**NORTH BERWICK HIGH SCHOOL
PARENT TEACHER ASSOCIATION
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2025**

APPENDIX 1



Scottish Charity Regulator

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	08	24	To	31	07	25

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

North Berwick High School Parent Teacher Association
NBHSPTA
SC 022024
Grange Road
North Berwick
East Lothian
Postcode EH39 4QS

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Susie Goopy	Chair	Mar 2025 - Jul 2025	
2	Lisa Howe	Treasurer		
3	Sandra Delahooke	Secretary		
4	Cara Steel			
5	Cara Biscup			
6	William Hatherall		Feb 2025 - Jul 2025	
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Louise Goodacre	Aug 2024 - Jan 2025
Lisa MacDonald	Aug 2024 - Feb 2025
Allison Wright	? - Feb 2025

Structure, governance and management

Type of governing document

Constitution

Trustee recruitment and appointment

By the board of trustees in general meeting

Objectives and activities

Charitable purposes

The PTA supports school activities and fundraises for the benefit of the students. The PTA is a charitable body which relies on volunteering from staff, parents, carers and students of the High School.

Summary of the main activities in relation to these objects

Funding events, activities and equipment for the school, covering licences for online study resources, providing refreshments at concerts and other school events.

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

- Providing badges for the awards ceremony
- Supplying equipment for the art department
- covering licences for online study resources
- Supporting school dances
- Contributing to the Skills and Science Event lunch
- Providing refreshments at concerts and other school events

In the period since the year end:

- In October 2025, we held our first fundraising event in some time. We raised £405.68 (gross) to help fund a new coffee machine to support a barista training course (part of the retail curriculum).
- We also funded a pantomime trip for SEND pupils

Financial review

Brief statement of the charity's policy on reserves

The charity maintains sufficient reserves to be able to support its activities in the event of a paucity of donations in any one year.

Details of any deficit

No deficit

Donated facilities and services (if any)

APPENDIX 1

Other optional information

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Susie Goopy</i>	<i>Sandra Delahooke</i>
Full name(s)	Susie Goopy	Sandra Delahooke
Position (e.g. Chair)	Chair	Secretary
Date	04.02.26	04.02.26

APPENDIX 3



Independent examiner's report on the accounts							v2
Report to the trustees/members of	Charity name						
	North Berwick High School Parent Teacher Association						
Registered charity number	SC022024						
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	August	2024	to	31	July	2025
Set out on pages	6 to 11					(remember to include the page numbers of additional sheets)	

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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 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 Accounts 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 view given by the accounts.						
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention</p> <p>1. which gives me reasonable cause to believe that in any material respect the requirements:</p> <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <p>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p>						
Signed:	<i>Paul Newbold</i>				Date:	04.02.26	
Name:	Paul Newbold						
Relevant professional qualification(s) or body (if any):	FCA						
Address:	c/o 4 Lansdowne Terrace						
	Gosforth						
	Newcastle						
	NE3 1HN						

North Berwick High School Parent Teacher Association

SC022024



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	August	2024		31	July	2025

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	10,515				10,515	4,675
Legacies					-	
Grants					-	
Receipts from fundraising activities	2,060				2,060	99
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	12,575	-	-	-	12,575	4,774
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	12,575	-	-	-	12,575	4,774
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	2,899				2,899	2,144
Grants and donations					-	665
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other	95				95	94
					-	
A3 Sub total	2,994	-	-	-	2,994	2,903
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	2,994	-	-	-	2,994	2,903
Net receipts / (payments)	9,581	-	-	-	9,581	1,871
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	9,581	-	-	-	9,581	1,871

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	4,984				4,984	3,113
	Surplus / (deficit) shown on receipts and payments account	9,581				9,581	1,871
						-	
						-	
	Cash and bank balances at end of year	14,565	-	-	-	14,565	4,984
	(Agree balances with receipts and payments account(s))						

B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
		Total	-	-

B3 Other assets	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
	Easter raffle	Unrestricted	-	-	1,620
		Total	-	-	1,620

B4 Liabilities	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
	Trips committee	unrestricted	-	157
		Total	-	157

B5 Contingent liabilities	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Susie Goopy</i>	Susie Goopy	04.02.26
<i>Lisa Howe</i>	Lisa Howe	04.02.26

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

	Type of activity or project supported	Individual / institution	Number of grants made	£
C2 Grants				
			Total	-

C3a Trustee remuneration	If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	N/A
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	Authority under which paid	£
C3b Trustee remuneration - details		

C4a Trustee expenses	If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	N/A
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		Number of trustees	£
C4b Trustee expenses - details			

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons				

C6 Other information

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below General fund	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	10,515				10,515	4,675
Legacies					-	
Grants						
Receipts from fundraising activities	2,060				2,060	99
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	12,575	-	-	-	12,575	4,774
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	12,575	-	-	-	12,575	4,774
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	2,899				2,899	2,144
Grants and donations					-	665
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other	95				95	94
Sub total	2,994	-	-	-	2,994	2,903
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	2,994	-	-	-	2,994	2,903
Net receipts / (payments)	9,581	-	-	-	9,581	1,871
Transfers to / (from) funds					-	
Surplus / (deficit) for year	9,581	-	-	-	9,581	1,871

Nature and purpose of funds

North Berwick High School Parent Teacher Association SC022024

Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	-	-	-	-	-	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
Nature and purpose of funds						