

# ASSOCIATION OF TEACHERS OF MATHEMATICS

Trustees Report for the purpose of S45 of the Charities Act 1993 and Directors Report for the purposes of S243 of the Companies Act 1985

*Year Ended 31 December 2009*

## OBJECTIVES AND ACTIVITIES

The company operates for charitable purposes to promote the furtherance of education and in particular to promote the teaching and learning of mathematics.

There are three major activities that the company pursues in order to achieve this objective.

- The company supports the work of twelve local branches as they work with local teachers to address locally identified issues for development.
- The company continues to facilitate the sale and distributions of journals, books, posters, software and other publications.
- During 2009 the company funded one working group which was the joint ATM/MA joint primary group. The working groups are national groups that work to address specific issues. The work of working groups is usually disseminated through the national Easter conference. The funding of these groups is reviewed annually.

The Association of Teachers of Mathematics aims to support the teaching and learning of mathematics by:

- encouraging increased understanding and enjoyment of mathematics
- encouraging increased understanding of how people learn mathematics
- encouraging the sharing and evaluation of teaching and learning strategies and practices
- promoting the exploration of new ideas and possibilities
- initiating and contributing to discussion of and developments in mathematics education at all levels.

The guiding principles are:

- The ability to operate mathematically is an aspect of human functioning which is as universal as language itself. Attention needs constantly to be drawn to this fact. Any possibility of intimidating with mathematical expertise is to be avoided.
- The power to learn rests with the learner. Teaching has a subordinate role. The teacher has a duty to seek out ways to engage the power of the learner.
- It is important to examine critically approaches to teaching and to explore new possibilities, whether deriving from research, from technological developments or from the imaginative and insightful ideas of others.
- Teaching and learning are co-operative activities. Encouraging a questioning approach and giving due attention to the ideas of others are attitudes to be encouraged. Influence is best sought by building networks of contacts in professional circles.

The Charity is invited to meetings, as a stakeholder, for example Department for Children, Schools and Families (DCSF); Qualifications and Curriculum Development Authority (QCDA), National Centre for Excellence in the Teaching of Mathematics (NCETM) and works with other organisations promoting mathematics education such as Joint Mathematics Council (JMC), Meeting of Mathematics Subject Associations (MMSA) and Science, Technology, Engineering and Mathematics (STEM).

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## ACHIEVEMENTS AND PERFORMANCE

- Membership categories better reflect members' needs, including E-membership. Current membership (at the end of Feb) compared with 2008 is as follows:

	<b>2008</b>	<b>2009</b>	<b>difference</b>
Personal United Kingdom	1212	943	-269
Personal Overseas	61	51	--10
Newly Qualified Teacher United Kingdom	153	105	-48
Newly Qualified Teacher Overseas	1	2	1
Student United Kingdom	326	317	-9
Student Overseas	2	0	-2
Institutional United Kingdom	423	353	-70
Institutional Overseas	284	323	39
E-membership	101	96	-5
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	2563	2190	-373

- University libraries may subscribe to the journals rather than become members.
- A successful year for the journal 'Mathematics Teaching' for the new journal editor and her team.
- Trialling of an electronic interactive form of the Association's journal, MTi with the July and January 2010 issues.
- A revised website with new resources added including some accessible to non-members.
- New publications released: Little People Big Maths; Ludamus; Mathematics Lessons for Every Occasion; Primes poster pack.
- Making some publications available to download from the website. Functioning Mathematically and Correlation Street are recent publications intended for download. Many older titles are also available for download together with a collection of old and new films, animations and video. These include three films originally made by Trevor Fletcher: The Cardioid, Four Point Conics and The Simpson Line.
- Marketing continued their promotion of publications via a special one day course at ATM headquarters. Publications are also promoted through other events. We have also continued to link with Initial Teacher Establishment (ITE) providers who promote ATM membership to their students. During the summer of 2009, marketing worked with TES with a competition to promote sharing of resources.
- Members have been invited to contribute to QCDA's GCSE and GCE consultations.
- A very successful conference at the University of Swansea.
- Attendance at other conferences and events (such as BETT and The Education Show) with a selection of our publications. This has not only realised sales, but also raised an awareness of ATM.
- Contributions to professional development courses run across the country.
- An increase in branch and local group activity – with a 'Branches Champion' on General Council to coordinate this activity
- Links have been maintained and strengthened with Initial Teacher Education establishments.
- Flourishing collaborative working with the Mathematical Association and other associations. Primary MA and ATM group are continuing to meet.
- Representing mathematics education on national bodies, for example the Joint Mathematical Council
- Attended curriculum advisory meetings at QCDA for GCSE (single and twin award), GCE and Functional Skills and QCDA's update meetings for subject associations.

- Being invited to take part in consultations relating to the proposed changes to the curriculum at all key stages.
- One of three mathematics subject associations involved with IMA in developing and launching Chartered Mathematics Teacher designation (CMathTeach) which is now live, the first awards being made in December 2009. Four members represent ATM on the registration authority.
- We now have a designated membership secretary on General Council.

## **FINANCIAL REVIEW**

### **Treasurer's Report**

The General Council has met three times and the Executive three times this year. At each meeting the Treasurer has reported on the finances of the Association, which have then been discussed and reviewed by all present.

The office staff, especially Su Strange, have continued to offer substantial support in regard to managing the finances of the Association both on a day to day and a long-term basis. There has been close liaison between the office and the Executive Committee, particularly with the treasurer, regarding the day-to-day finances of the Association. This is particularly important for continuity as the Treasurer changes according to the General Council rules for executive membership.

The financial position of the Association continues to be closely monitored by General Council and ways have been considered to increase membership and support the sales of resources, which raise the profile of the Association in the mathematics education world. We continue to have the option of e-membership and are working with other companies and organisations to increase our profile, and income from publications. We have continued to look at ways of reducing costs of our publications and journals without a reduction in quality.

Attendance at educational events such as BETT, the Education Show and NCETM conferences helps to publicise ATM to a wider audience, including overseas visitors.

### **Payment to Trustees**

The Charities Act 2006 does not allow trustees to be paid for being trustees. Voluntary trusteeship still remains a key principle of the charity. However changes in legislation now mean that payments can be paid to trustees for work carried out with the proviso that the number of trustees receiving payment in this way must be in a minority.

The Act allows trustees to pay an individual trustee for providing an additional service to the charity if they think it is in the best interests of the charity. The trustee should be paid at an advantageous rate for the charity or it can be demonstrated that the trustee is able to deliver a better service than the charity could obtain elsewhere. The amount paid must be reasonable and set out in a written agreement between the trustee and the charity.

### **Investment Powers and Policy**

The General Council has considered the most appropriate policy for investing funds and found that fixed-bid accounts (for one month) and one-year fixed bonds meet their requirement for capital growth. The average return on these investments for the year of 2% (2008: 5%) is considered low but there is a constant review of the investment policy, at all times, to maximise available returns.

### **Reserves Policy**

The General Council has established a reserves policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the Association should be between 3 and 6 months of the resources expended, which equates to £92,500 to £185,000 in general funds. At this level, the General Council feels that they would be able to continue the current activities of the Association in the event of a significant drop in funding. At present free reserves, which amount to £152,450, are within this target level and allow the Association to maintain the improved services provided this financial year.

### **Results**

The surplus for the year amounted to £32,629 (2008: deficit £50,811) of which £18,136 relates to restricted funds (2008: deficit £45,289).

## **PLANS FOR FUTURE PERIODS**

A conservative budget has been set for the year 2010, particularly in light of the current economy, by undertaking a cost evaluation exercise in all aspects of the Association. All task groups' budgets have been set with sales at about the same level as last year in mind, especially with respect to publication sales. Task groups have been asked to keep within their budgets, as they did last year, and funding for working groups other than those taking place at General Council weekends has been withdrawn. All groups are aware that the budgets are under constant review and have been asked to prioritise activities.

The Association, through the marketing group is looking at fresh ways to generate income and will continue to investigate other groups and markets which might be interested in our products. We will continue to explore cheaper ways of publishing materials, including the catalogue to keep costs down. In 2009 we produced the first e-journal to replace an edition of MT. In 2010 we intend to produce 4 paper issues and 2 e-journals. The number of issues of the journal will again be reviewed during the year.

The Association will also continue work with British Educational Communications and Technology Agency (Becta) to promote ICT-related CPD and continue to offer other CPD via its annual conference and smaller regional events.

The Association will continue to be represented on bodies such as Joint Mathematics Council (JMC), Meeting of Mathematics Subject Associations (MMSA), QCDA, CMathTeach. Registration Authority.

The Association will be processing CMathTeach applications before they are presented to the awarding committee.

The Association is applying for the NCETM Continuing Professional Development Standard.

## **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company and charity law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of and of the profit or loss of the company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

### **Auditors**

The auditors, Johnson Tidsall, have indicated their willingness to accept re-appointment under Section 487(2) of the Companies Act 2006.

The report of the directors has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and SORP 2005.

Approved by General Council on...24<sup>th</sup> January 2010.....and signed on its behalf by:

A handwritten signature in black ink that reads "A J Parish". The signature is written in a cursive style with a large, looped initial 'A'.

**A J Parish**  
**Director and Treasurer**

Date 6 March 2010

**Statement of Financial Activities (including Income and Expenditure)**

**Year ended 31 December 2009**

	<b>2009</b>	<b>2008</b>
<b>Incoming Resources</b>		
Incoming resources from generated funds		
Voluntary Income - Donations	2,302	2,854
Activities for generating Funds		
- <i>Subscriptions</i>	167,810	179,679
- <i>Advertising &amp; Royalties</i>	16,241	10,630
Investment Income	1,930	7,352
Incoming resources from charitable activities		
- <i>Grants</i>	20,000	77,200
- <i>Sales of Publications, software and teaching aids</i>	93,505	98,065
- <i>Conferences</i>	91,340	139,456
- <i>Professional Services</i>	5,154	7,676
Other Incoming resources	6,294	1,501
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<b>TOTAL INCOMING RESOURCES</b>	404,576	524,413
<b>Resources Expended</b>		
Cost of Generating Funds:		
- <i>Subscriptions &amp; Journals</i>	145,151	151,797
Charitable Activities		
- <i>Grants</i>	2,000	122,696
- <i>Publications, Software and Teaching Aids</i>	88,718	101,670
- <i>Conferences</i>	84,663	147,309
- <i>Professional Services</i>	8,075	9,204
Governance costs	43,595	41,817
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<b>TOTAL RESOURCES EXPENDED</b>	372,202	574,493
<b>Net incoming/(outgoing) Resources</b>	32,374	-50,080
Gain/Loss on revaluation of investments	255	-731
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<b>NET MOVEMENTS IN FUNDS</b>	32,629	-50,811
<b>TOTAL FUNDS AT 1 JANUARY 2007</b>	161,319	212,130
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<b>TOTAL FUNDS AT 31 DECEMBER 2007</b>	193,948	161,319

**Balance sheet Year Ended 31 December 2009**

	2009		2008
	£	£	£
<b>Fixed Assets</b>			
Tangible Assets		2,887	5,031
Investments		149,769	125,191
		<u>152,656</u>	<u>130,222</u>
<b>Current Assets</b>			
Stocks	34,357		45,176
Debtors	34,275		25,083
Cash at bank and in hand	24,579		29,019
	<u>93,211</u>		<u>99,278</u>
<b>Creditors: amounts falling due in one year</b>	-51,919		-68,181
		41,292	31,097
<b>Net Current Assets</b>			
<b>Net Assets</b>		<u>193,948</u>	<u>161,319</u>
<b>Unrestricted Funds - General</b>		155,337	140,844
<b>Restricted Funds</b>		<u>38,611</u>	<u>20,475</u>
<b>Total Funds</b>		<u>193,948</u>	<u>161,319</u>

**TOTAL RESOURCES EXPENDED**

	Grants	Subs/journal	Publication	Conference	Total	Total
	£	£	s/software	£	2009	2008
	£	£	£	£	£	
Mathematics Teaching		62,212			62,212	66,449
Publications Software			16,581		16,581	30,576
Royalties payable			5,743		5,743	6,099
Stock decrease/increase			10,819		10,819	6,150
Advertising and Publicity		6,070	4,249	546	12,140	13,753
Conference Expenses				67,130	67,130	129,573
Wages and Salaries		43,807	24,610	9,845	98,443	102,580
Rent and Rates		7,858	4,974	1,989	19,894	20,903
Heat and Light		751	475	190	1,901	2,827
Telephone		318	202	79	806	1,005
Insurance		1,631	1,032	413	4,129	4,190
Postage		1,928	4,050	112	6,428	8,133
Stationery		574	393	146	1,454	1,582
Photocopier		277	224	70	701	1,332
Repairs and Maintenance		5,170	4,189	1,310	13,089	15,803
Meeting expenses		2,867	2,868	309	10,243	12,663
Professional costs					0	106,972
Audit and Accountancy					3,395	3,620
Computer Development		262	87	44	437	155
Training					0	0
Bank Charges		284	267	173	862	619
Miscellaneous		1,694	930	332	3,321	1,718
Web Site Expenses		5,934	4,451	1,187	14,836	13,017
Staff Pension Scheme		1,937	1,226	490	4,904	4,691
Credit Card Charges		549	707	160	1,591	1,305
Bad Debts		-99	-198	-33	-330	330
Depreciation		1,127	839	171	2,622	8,738
Grants to Working Groups					0	120
Professional Services	2,000				8,851	9,590
	<u>2,000</u>	<u>145,151</u>	<u>88,718</u>	<u>84,663</u>	<u>372,202</u>	<u>574,493</u>