



# **ANNUAL REPORT ON ACTIVITIES YEAR ENDED 2008**

These reports were presented to the AGM at the Swansea University- 7<sup>th</sup> April 2009.

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# ASSOCIATION OF TEACHERS OF MATHEMATICS

*Year ending 31 December 2008*

## **Honorary Secretary's Report**

This year has been one of considerable concern for the Association of Teachers of Mathematics. At a time when membership has been falling, the call for changes in the structure of professional subject support and development in the world of mathematics has grown louder. Despite these pressures, the association has maintained and developed its work well, laying foundations for further growth in the years ahead.

During the year there have been changes to personnel on the General Council as terms of membership have expired. Additionally there has, during the year, been one change of officer. At the end of November, Margaret Jones resigned from the post of Honorary Secretary in order to enable her to prepare to take on the role of Editor of MT in 2009. General Council elected George Knights as Honorary Secretary from the beginning of December.

General Council has met regularly through the year, interspersed by Executive meetings. Work of Council has been complemented by lively activity in Working Groups – and particularly in the Primary Working Group, that maintains strong working links with colleagues in the MA. Task groups have also served Council well.

ATM has maintained strong links with a number of other bodies during the year:

- As a constituent member of the Joint Mathematics Council (JMC)
- Through regular meetings at QCA, focusing on primary, secondary and sixth form matters
- With CfSA – a relatively new body, established by government, to coordinate the work of subject associations. Here, debate continues about whether each of the mathematics subject associations should be a member of CfSA or whether JMC should assume representative responsibility on this new body. As the year draws to a close this has not been resolved, but movement toward the latter scenario is apparent
- With GCSE awarding bodies.

Meetings have continued between ATM and MA, NAMA, AMET and NANAMIC to explore how these associations can work more effectively to promote and enhance the quality of mathematics education in this country. Under the temporary 'banner' of MMSA (Meeting of Mathematics Subject Associations), the five associations have maintained a lively dialogue with NCETM, out of which has come proposals for collaborative CPD work. Discussion has also taken place within this group about whether there could be either a merger of associations or a federal structure to promote greater collaboration. NCETM has funded an independent consultant to further these discussions and, as the year draws to an end, a paper is being prepared to underpin discussion within each of the five member associations of MMSA.

The year also saw the launch of the Bowland Initiative. ATM worked alongside the MA and Nottingham University on this initiative to develop CPD materials for teachers. The Bowland materials have been well received by pupils and teachers alike.

Work on the establishment of CMATHTEACH (the intended name for the Chartered Mathematics Teachers designation) is almost complete. It is anticipated that the first awards of CMATHTEACH will be made in the coming year. The establishment of this designation is particularly significant for ATM because membership of a subject association is a prerequisite of such an award.

The end of the year has seen the end of the term of office of the MT editorial team. Colin Foster, Robin Stewart and Helen Williams have very successfully established the pattern of six editions a year for the journal, following the merging of MT and Micromath last year. They have also been involved in preparations for the first interactive/electronic version of MT, to be called MTi, which will come into being in 2009. The association is indebted to Colin, Robin and Helen for both the quality of their work and for the enormous commitment to managing this essential element in the service that ATM provides to its members.

The ATM website continues to develop and flourish. Marten Gallagher works enormously hard to maintain its vitality and currency. The website is visited very often (an item on 'Autograph', for instance, has been read over 3300 times) and is thus proving to be an increasingly valuable source of information for both members and non-members.

Members of staff in the office at Derby have continued to offer great support to both General Council and to members of ATM during the year. Very ably led by Su Strange, the team of Karen Moran, Karen Kirkley, Fay and Liam are always positive and helpful; they do an enormous amount to promote the association and to provide the high quality service to which our members are entitled. We are indebted to them.

**Margaret Jones**  
**Honorary Secretary (January to November 2008)**

**George Knights**  
**Honorary Secretary (December 2008)**

## **Trustees**

The members of the Council deemed to be trustees during the year (or date of appointment) were as follows:

	<b>Appointed</b>	<b>Resigned</b>		<b>Appointed or Co-opted</b>	<b>Resigned</b>
Patricia Alexander	16/04/2003	06/04/2008	Julia Croft	04/04/2007	
Claire Beckett	04/04/2007		Peter Hall	04/04/2007	
Jean Carnall	04/04/2007		Alec McEachran	04/04/2007	
John Hibbs	07/04/2004		Meryl Hargreaves	06/04/2008	
Jenni Ingram	11/04/2006	05/01/2008	Karen Wintle	06/04/2008	
Sue Johnson-Wilder	07/04/2004		Melissa Rodd	06/04/2008	
Margaret Jones	16/04/2003	01/12/2008	Bob Davies	13/10/2007 C	06/04/2008
Jill Mansergh	07/04/2004		Peter Lacey	23/06/2008 C	
Mike Ollerton	16/04/2003	06/04/2008	George Knights	23/06/2008 C	
Alison Parish	11/04/2006		Lynne McClure	09/07/2008 C	
Hanna Vappula	16/04/2003	06/04/2008			

C = Co-opted.

**Company Secretary:** Jenni Ingram  
**Treasurer:** Alison Parish  
**Honorary Secretary:** Margaret Jones & George Knights

**Auditors:** Johnson Tidsall Chartered Accountants, 81 Burton Road, Derby, DE1 2DH

**Solicitors:** Taylor, Simpson & Mosely, 32 St Mary's Gate, Derby, DE1 3JW

# 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 2008*

## **Achievements and Performance**

- *Membership categories to better reflect members needs, including E-membership.*
- *Another successful year for our journal, 'Mathematics Teaching' and preparations have been made for the summer 2009 issue MTi, which will be interactive.*
- *A revised website with a personal members only area, and members forum for discussion and sharing. New resources have been added and some are accessible to non-members.*
- *The quilting project developed with finance from the Clothworkers Guild is now available on our website.*
- *On-line ordering and payment in place.*
- *A successful joint conference at Keele University.*
- *Attendance at other conferences with a selection of our publications. This has not also realised sales, but also raised an awareness of ATM.*
- *Professional development courses run across the country,*
- *Dave Hewitt and Mike Ollerton have run days for consultants to raise awareness of our materials. These have been successful, especially in promoting sales of Grid Algebra, which have now exceeded the development costs.*
- *New publications released.*
- *We have started a membership review and re-appointed a membership secretary.*
- *Promotional packs have been introduced to increase membership*
- *ITT establishments have been sent information on ATM*
- *Continuation and development of collaborative working with the Mathematical Association and other Associations. Primary MA and ATM group now set up.*
- *Representing mathematics education on national bodies, for example the Joint Mathematical Council and CfSA, which now has a joint website [www.subjectassociation.org](http://www.subjectassociation.org).*
- *Attending QCA meetings such as the 14-19 Working Group, Functional Skills, Engaging all Learners in Mathematics and Stakeholder meetings.*
- *Being invited to take part in consultations relating to the proposed changes to the curriculum at all key stages.*
- *We have been involved with the development of Chartered Mathematics Teacher (CMath Teach)*
- *We have received some income from Bowland through members contribution towards the CPD on the Bowland mathematics disc.*

# 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 have introduced 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.

This year the sales of Grid Algebra have covered the development costs, however overall sales of software and publications did not meet our expectations and we have therefore set a budget for the coming year with this in mind.

## 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 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 get 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 5% (2007: 4.5%) 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 £113,000 to £226,000 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 £135,813, are within this target level and allow the Association to maintain the improved services provided this financial year.

## Results

The deficit for the year amounted to £50,811 (2007: surplus £63,108) of which £45,289 relates to restricted funds (2007: surplus £61,597).

## **Plans for Future Periods**

A conservative budget has been set for the year 2009, particularly in light of the current downturn in the economy, by undertaking a cost evaluation exercise in all aspects of the Association. All task groups' budgets have again been set with lower sales 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 has identified that increasing the membership is a priority and it is expected that the membership review will lead to changes being made. An increase in links with local branches will be investigated.

The Association, through the marketing group are looking at fresh ways to generate income and will continue to investigate other groups and markets which might be interested in our products. It has been suggested that primary publications are promoted by holding sessions for consultants. A continued presence at other conferences, using local ATM volunteers, is also planned. We will continue to explore cheaper ways of publishing materials, including the catalogue to keep costs down. In 2009 we will be producing the first e-journal to replace a printed copy of MT. The number of issues of the journal will 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 a smaller regional events.

## **Trustees' Responsibilities in Relation to the Financial Statements**

Company and charity law requires the trustees to prepare financial statements for each financial year, which gives a true and fair view of the state of affairs of the charitable company and of surplus or deficit of the charitable company for that period. In preparing those financial statements the trustees have:

- Selected suitable accounting policies and then applied them consistently;
- Made judgements and estimates that are reasonable and prudent;
- Stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in financial statements; and
- Prepared the financial statements on the going concern basis.

The trustees have overall responsibility for ensuring that the company has an appropriate system of controls, financial and otherwise. They are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Alison Parish**  
**Treasurer**

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

Year ended 31 December 2008

	2008	2007
<b>Incoming Resources</b>		
Incoming resources from generated funds		
Voluntary Income - Donations	2,854	4,310
Activities for generating Funds		
- <i>Subscriptions</i>	179,679	189,909
- <i>Advertising &amp; Royalties</i>	10,630	5,466
Investment Income	7,352	6,825
Incoming resources from charitable activities		
- <i>Grants</i>	77,200	78,854
- <i>Sales of Publications, software and teaching aids</i>	98,065	75,236
- <i>Conferences</i>	139,456	69,845
- <i>Professional Services</i>	7,676	7,492
Other Incoming resources	1,501	974
<b>TOTAL INCOMING RESOURCES</b>	524,413	438,911
 <b>Resources Expended</b>		
Cost of Generating Funds:		
- <i>Subscriptions &amp; Journals</i>	151,797	140,935
Charitable Activities		
- <i>Grants</i>	122,696	16,042
- <i>Publications, Software and Teaching Aids</i>	101,670	104,326
- <i>Conferences</i>	147,309	79,262
- <i>Professional Services</i>	9,204	10,458
Governance costs	41,817	24,312
<b>TOTAL RESOURCES EXPENDED</b>	574,493	375,335
 <b>Net incoming/(outgoing) Resources</b>	 -50,080	 63,576
Gain/Loss on revaluation of investments	-731	-468
<b>NET MOVEMENTS IN FUNDS</b>	-50,811	63,108
<b>TOTAL FUNDS AT 1 JANUARY 2007</b>	212,130	149,022
 <b>TOTAL FUNDS AT 31 DECEMBER 2007</b>	161,319	212,130

**Balance sheet Year Ended 31 December 2008**

	£	2008 £	£	2007 £
<b>Fixed Assets</b>				
Tangible Assets		5,031		6,356
Investments		125,191		135,795
		<hr/>		<hr/>
		130,222		142,151
<b>Current Assets</b>				
Stocks	45,176		51,326	
Debtors	25,083		62,093	
Cash at bank and in hand	29,019		22,468	
		<hr/>		<hr/>
	99,278		135,887	
<b>Creditors: amounts falling due in one year</b>	-68,181		-65,908	
		<hr/>		<hr/>
		31,097		69,979
<b>Net Current Assets</b>		<hr/>		<hr/>
		161,319		212,130
<b>Net Assets</b>		<hr/> <hr/>		<hr/> <hr/>
<b>Unrestricted Funds</b>				
General Funds		140,844		144,790
<b>Restricted Funds</b>		<hr/>		<hr/>
		20,475		67,340
<b>Total Funds</b>		<hr/> <hr/>		<hr/> <hr/>
		161,319		212,130

**Notes to the Financial Statement Year Ended 31 December 2008**

**TOTAL RESOURCES EXPENDED**

	Grants £	Subs/journal £	Publications software £	Conference £	Governance £	Profession al Services £	<b>Total 2008</b> £	<b>Total 2007</b> £
Mathematics Teaching		66,449					66,449	61,763
Publications Software			30,576				30,576	28,810
Royalties payable			6,099				6,099	4,378
Stock decrease/increase			6,150				6,150	5,593
Advertising and Publicity	1,375	6,876	4,813	619		70	13,753	14,575
Conference Expenses				129,573			129,573	50,460
Wages and Salaries	7,243	42,425	23,834	9,534	19,067	477	102,580	93,330
Rent and Rates	1,045	8,256	5,226	2,090	4,181	105	20,903	19,993
Heat and Light	141	1,117	707	283	565	14	2,827	1,477
Telephone	50	397	251	100	201	6	1,005	971
Insurance	210	1,655	1,048	419	837	21	4,190	4,282
Postage	407	2,440	5,124	141		21	8,133	6,697
Stationery	79	624	427	159	285	8	1,582	1,782
Photocopier		526	426	133	240	7	1,332	2,579
Repairs/Maintenance		6,241	5,058	1,581	2,845	78	15,803	10,703
Meeting expenses		3,545	3,546	381	5,128	63	12,663	10,385
Professional costs	106,972						106,972	14,842
Audit and Accountancy					3,620		3,620	3,295
Computer Development		93	31	15	16		155	402
Training							0	
Bank Charges	31	204	191	125	62	6	619	893
Miscellaneous		876	481	172	172	17	1,718	1,587
Web Site Expenses	3,233	3,914	2,935	782	1,957	196	13,017	9,755
Staff Pension Scheme	235	1,853	1,173	469	938	23	4,691	4,354
Credit Card Charges		450	580	131	131	13	1,305	2,036
Bad Debts		99	198	33			330	
Depreciation		3,757	2,796	569	1,572	44	8,738	9,935
Grants to Working Grps	120						120	
Professional Services	1,555					8,035	9,590	10,458
	<b>122,696</b>	<b>151,797</b>	<b>101,670</b>	<b>147,309</b>	<b>41,817</b>	<b>9,204</b>	<b>574,493</b>	<b>375,335</b>

*Full copies of the Accounts are available free of charge upon request*