

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2021
for
Trafalgar School Parent – Teacher Association

Trafalgar School Parent – Teacher Association
Charity Information

Trustees at the yearend 31.08.21

Mrs L. Thomson – Headteachers

Mr J. Allen - Deputy Head of Juniors

Mrs F. Opholt– Deputy Head of Infants

Mrs L. Jennings – Joint Chair

Mrs M Kay – Join Chair

Ms N. Toner – Joint Treasurer

Mrs J. Sparflo – Joint Treasurer

Independent Examiner

C Jones ACA

Address:

Elmsleigh Road

Twickenham

TW2 5EG

Trafalgar School Parents-Teacher Association
Treasurers Report – Chair update
For the financial year ending 31 August 2021

In my second year as Chair of the Trafalgar Schools Parent Teacher Association, the committee has run with vacancies for a Co-Chair and Secretary. I want to start by thanking some key people who have pitched in and made it possible not only to sustain the PTA but allowed us to continue to generate an income to be proud of.

Running the PTA is a team effort, and my particular thanks go to Nikki Toner for getting a firm grip on our accounts and providing transparency and clarity, Julie Philp for her management of Our School Wishlist, Tara Rees for taking on some chairing of class rep meetings, Jo Keir for producing all the PTA newsletters, Niki Morgan for her capable management of all our social media, Claire Jacks for designing countless beautiful posters, and special mention to Lis Soldal Jeens, Lisa Proberts and Jenny Sparflo for their courage and creativity in reimagining and launching new events over the last 12 months.

Thanks also to the following people who have consistently made the time to attend committee meetings, participate in decision making and support the PTA - without them we would not be able to function: Maddy Forsyth, Josefina Bravo, Nikki Moulton Goddard, Claire Madden, Fiona Sutherland, Teresa Miao, Nikki Shah, Meryl Hopkins, and Karoline Atkins.

So many people have contributed their time, skills, and energy. Thank you to everyone on the committee and all the class representatives who have contributed this year. All the events and fundraising activities we have organised have raised a grand total of £28,424 for both schools.

Autumn

We began the year by cancelling our annual Fireworks Evening which usually raises in the region of £3,000. With little prospect of a Christmas Fair and the associated £4,000, the committee set about coming up with new ideas to raise money, keep the school community connected and our spirits up.

At half term, with the Boris ban on trick-or-treating, and stay local measures firmly in place, we were all offered some seasonal spooky relief courtesy of Lisa Proberts and her Halloween trail in Kneller gardens. It was wonderful to see small groups of Trafalgar children having fun completing the trail in their costumes over half term. Thank you to Lisa and her husband Graham for putting this trail together and establishing a great community link with the Kneller gardens café team who kindly stored and distributed the prizes. Along with our pumpkin carving competition, we raised almost £900 at Halloween.

In November as the second national lockdown came into force, Lis Soldal-Jeens came to the rescue by organising our first Virtual Quiz Night in collaboration with Rob at Interrupt the Routine. This was another successful local partnership that resulted in two further quizzes and £1,300 of funds over the course of the year.

Thanks to Jenny Sparflo for introducing a new fundraiser- Bag2School - and managing all the logistics required to maintain social distancing, as well as the challenge of keeping bags dry in all weathers. These events have generated over £1,200 this year and enabled families to have much needed clear outs when charity shops were closed.

By far the biggest event of the Autumn term is Christmas. Despite not having a Xmas Fair to look forward to, we were determined to create some festive fun. We were able to go ahead with the design your own Christmas cards, a big thank you to Nikki Moulton Goddard for arranging this again (£300).

Where possible, we adjusted our events so we could still run them within government guidelines. Thanks to Tara Rees and her small team of elves, for working around restrictions to create a magical Infant Christmas Bazaar, not just once, but on two consecutive days in two locations, ensuring year group bubbles were maintained. With the agreement to increase the present price to £1 this event contributed £900 but more importantly, it continued to be a special event for the children that signals the start of the countdown to Christmas.

Thanks to Sally Hughes and Amy Dignam for organising our annual sale of Christmas Trees. In previous years, the sale of trees has been primarily driven through a stall at the Christmas Fair, but with the incredible support of Julie Philps to move the sales onto Wishlist, we were able to more than double previous years' sales and make a profit of over £1200.

Where it was not possible to comply with the restrictions, the committee came up with new approaches. Candice Simms did an fantastic job introducing an online Christmas raffle. Thank you to all the local businesses, parents, and friends of the school for their kind donations. We had over 50 prizes and were able to offer publicity to many local businesses who regularly support the school as well as raising £800. Thank you to Sara Morton who sponsored the raffle with her letting agent boards. Following the popularity of the half term trail, Karoline Atkins created a Christmas trail around Kneller gardens which provided some much-needed fun over the Christmas holidays when many people had to change their original plans to see relatives and friends. Thanks to Karoline, Lisa Proberts and Julie Philp for their assistance with this event which raised nearly £500.

By far the low point of the year was having to take the difficult decision to cancel the Grotto just an hour before showtime. Despite the inevitable disappointment, Lis Soldal Jeens, Maggie Kay and their helpers demonstrated that the infant playground can be transformed into a winter wonderland and we hope to be able to use this new format in the near future. Thank you to Lis, Maggie, and last year's class 3B for all their work and a special mention to Paras at Memories for donating the balloon decorations and to Niki Morgan for all her efforts decorating, as well all the parents who generously donated their ticket price to the school (£368).

Spring

As we moved into the Spring term, any remaining optimism that we were getting back to normal was dashed when the government announced the third national lockdown. The majority of families were once again facing the challenges of home learning and after such a generous effort from the school community in the Autumn term, the committee decided to slow down the pace of events.

All planned events in the Spring and Summer term were cancelled, including the Junior Spring Disco, the Magic show, and the Quiz & Curry Night.

Other than a second virtual quiz and Bag2School collection, this was a quiet term. As school reopened, we were able to start up again and put on some Easter themed fun. Thanks to Nikki Moulton Goddard for putting together the first online Easter Egg raffle, sourcing the prizes, and brightening up the school with her Easter decorations which all helped to raise an incredible £500 (+260%). And to Lisa Proberts for another creative Easter trail, contributing a further £400.

Summer

The Summer term arrived and the whilst the government were promising a roadmap that saw restrictions lift at the end of June, the committee took the decision not to organise a Fair and instead revisited the 1905 Trafalgar Challenge launched in 2020. Acknowledging the founding year of Trafalgar and launched on the 19th day of the 5th month, all Trafalgar families were once again challenged to use their individual talents and interests to get active and get sponsored. Once again, we were overwhelmed by the response from children, parents, and staff. Not only did it raise a much needed £4,904, but it showcased the creativity and individualism of Junior pupils and the teamwork of the Infants as they worked together to tackle class challenges. A huge thank you to San King for her graphics and to Niki Morgan for managing the social media.

After a year without discos we were delighted to be able end the year with the usual Year 2 and Year 6 Leavers Discos. This year we also took the decision to run End of Term Discos for Year 3,4 and 5. A last minute decision to move them outdoors proved to be popular and the children had a wonderful end to the school year dancing and singing together with everyone's favourite new DJ, Tony Macaroni.

A tradition started five years ago is the Year 6 Leavers' yearbook which is paid for by the PTA. A huge thank you to Georgina Stanley, Tracey Rea, and Eve McGowan for collecting photos and putting the book together and working into the summer break to ensure they included all the memories from the Year 6 residential trip.

Other fundraising

Other fundraising channels that run throughout the year are the Classified Ads, which continues to be popular (£458); thank you to Reza Ram for his continued coordination of this. Thank you to the parent helpers who organise the Second-Hand Uniform sales ably led by Jenny Sparflo (£1378).

Thanks to everyone for getting behind the Heroes and Break the Rules mufti days which raised £1,100. Special mention to Nick Azern who ran the Isle of Wight Marathon in support of the school, raising £2,800.

Thank you to all those class reps who arranged events to fill up their pots of gold in lieu of cake sales during the year; the money raised at these goes directly to the individual classes. In total this came to over £4,000 and averaged at £194 per class. We also continue to raise money from Easyfundraising (£467) and are into our second year as a charity for AmazonSmile donations (£644). Both these allow us to earn money while people shop at no cost to them.

This year our School Wishlist has continued to provide a way for parents to donate £1,400 towards equipment and resources the school really needs as well as providing a way for us to manage the challenges of virtual fundraising - pots of gold, Christmas trees and trail tickets. A massive thank you to Julie Philp for creating this platform and for her ongoing support which enabled us to drive this income.

Thank you to all the teachers, governors, parents, and carers who continue to support the PTA. To Mr Allen and Mrs Opholt, for their unswerving support, and to Simon Bradley for providing a valuable thread between the Governing body, the school, and the committee and for all his work behind the scenes to manage the PTA website, PayPal and online payments for all our events.

Looking ahead

When I wrote this report for the last AGM, the fundraising outlook for a year without events was pretty bleak. But due to the creativity, commitment, and hard work of this amazing group of parents, we have been able to exceed our planned £18,000 annual donation to the schools.

On a personal note, it's been a privilege to chair a group of such talented individuals who bring so much positivity to every situation. Having taken on a little more than I bargained for when I stood as a co-chair in 2019, I have decided now is the right time to step down and allow others to take on the named committee roles. But I look forward to continuing as an active member of the PTA committee and as part of this great team.

Laura Jennings, PTA Chair

Trafalgar School Parents-Teacher Association
Treasurers Report – Treasurer update
For the financial year ending 31 August 2021

As with the previous financial year the ability to fundraise for the school this year has been impacted by the Covid 19 pandemic. Several of the usual events, including the fireworks display, Christmas fair and Summer fair were cancelled. However, this did not reduce the motivation and creativity of the PTA to source alternative ways to raise funds.

The total funds raised by the PTA during the 2020/2021 financial year was £28,424 after deducting the costs for these events (2019/2020: £22,109), which is an amazing achievement considering the challenges that this year has brought and shows the continued commitment, dedication, support and hard work for the committee members, parents, teachers, and volunteers.

After deducting expenses of £1,155 (2019/2020: £742) the net amount generated totalled an impressive £27,269 (2019/2020: £21,367).

Event

	2020/2021	2019/2020	Variance
Bags for School and Soft Toys	1,182		1,182
Bend the rules	667		667
Book fair		5	5
Christmas Bazaar	899	477	422
Christmas raffle / Fair	803	4,942	4,139
Christmas Trail	478		478
Christmas Trees	1,255	553	702
Class Collections	£4,082		£4,082
Classified adds	£458	£423	£35
Comedy night	£0	£1,323	-£1,323
Discos	£151		£151
Easter Fun	£900	£192	£708
Easy fundraising	£467	£333	£134
Estate agent boards	£800		£800
Halloween Fun	£879		£879
Hero Dress Up	£488		£488
Fireworks	£0	£3,205	-£3,205
Food festival	£188		£188
Quiz & Curry	£1,311	£72	£1,239
Rugby parking	£0	£1,969	-£1,969
Santa's Grotto	£368		£368
Tea towels	£0	£270	-£270
Uniform sales	£1,378	£419	£959
Wine tasting	£156		£156
Wishlist items	£1,398		£1,398
PayPal transaction fees / iZettle fees	-£210		-£210
Zapier, Inc	-£158		-£158
Other donations	£11,782	£9,309	£2,473
Less Year 6 leaver books	-£1,296	-£1,373	£77
	£28,424	£22,109	£6,315
Admin Expenses	-£1,155	-£742	-£412
Post expenses	£27,269	£21,367	£5,903
Approved for the schools	-£23,839	-£16,038	-£7,801
Net income	£3,430	£5,329	-£1,899

Included in the above fundraising figures are amounts collected from the online platform The Wishlist. This year the PTA invested in a platform to enable more funds to be collected virtually. The PTA now collect contributions for specific items on the Wishlist (£1,398) which were previously paid directly to the school. The Wishlist also allowed for class activities which replace in person cakes sales (£4,082), which would have been paid directly to the school in previous years.

The objective of many of the PTA events is not solely the fundraising but also for enjoyment of the children and the promotion of the PTA as a fundraising body. It was great to see some additional innovative ideas for the children to enjoy during the pandemic, which included the Halloween, Christmas and Easter trails.

Other income

Other donations of £11,782 (2019/2020 :£9,309) were principally made up from the second year of the 1905 Challenge which raised £4,904 (2019/2020: £8,009), £2,813 from generous donations and gift aid to support a parent completing the Ise of White Marathon, a £1,000 one off donation from the Freemason, £860 from regular payment from parents (2019/2020 : £265), £644 from Amazon giving and £225 for another sponsored run. The remaining £1,336 was a combination of other amounts from one off donation and giving.

Expenses

PTA expenses of £1,155 (2019/2020: £742) include memberships, insurance, accounting, and software costs to fund the events by the PTA. This includes software developments of the Wishlist which enabled much of the fundraising this year.

Contributions to the school

This year the contributions approved for the schools were £23,829 (2019/2020: £16,038).

Liquidity

At the end of the financial year the PTA has a reconciled cash and PayPal balance of £36,620.

Nicola Toner (ACMA) and Jenny Sparflo

Treasurers, Trafalgar School PTA

Independent Examiner's Report to the Trustees of
Trafalgar-School – Parent Teachers Association

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 August 20121

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Having satisfied myself that the accounts are not required to be audited under Part 16 of the 2006 Act and me eligible for independent examination

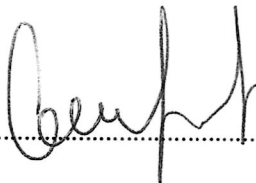
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

Signed :


.....

Name:

..... CHARLIE JONES

Revelated professional
qualification(s) or body (if any)

..... ICAEW - Chartered Accountant

Address:

..... 100 Gower Rd, TW26RW

Date:

..... 6/6/22

Statement of financial activities
for the Year Ending 21 August 2020

	Unrestricted fund £	Restricted fund £	31.08.21 Total Fund £	31.08.20 Total Fund £
INCOME				
Charitable activities				
Fundraising events	23,739		23,739	23,474
Other activities				
Interest and Donations	11,782		11,782	9,340
	35,521	-	35,521	32,814
EXPENDITURE				
Charitable activities				
Cost of fundraising events	7,097		7,097	10,705
Administration expenses	24,994		24,994	16,780
NET INCOME/EXPENDITURE	3,430	-	3,430	5,329
RECONSILIATION OF FUNDS				
Total funds brought forward	24,546		24,546	19,217
TOTAL FUNDS CARRIED FORWARDS	27,976	-	27,976	24,546

Trafalgar School Parent-Teachers Association

Balance Sheet

for the Year Ending 21 August 2020

	Unrestricted fund £	Restricted fund £	31.08.21 Total Fund £	31.08.20 Total Fund £
CURRENT ASSETS				
Debtors and prepayemtns	1,020		1,020	1,025
Cash at bank	36,620		36,620	27,948
	<hr/>			
	37,640	-	37,640	28,973
CREDITORS				
Amounts falling due within one ye.	9,664		9,664	4,427
	<hr/>			
NET ASSETS	27,976	-	27,976	24,546
FUNDS				
Unrestricted funds			27,976	24,546
restricted funds			-	-
			<hr/>	<hr/>
TOTAL FUNDS			27,976	24,546

1. Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction.

The accounts have been prepared in accordance:

- with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- and the monetary value can be measured with sufficient reliability

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Support costs

The charity has incurred expenditure on support costs.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Taxation

The charity is exempt from tax on its charitable activities

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts

Trustees remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31 August 2020 nor for the year ended 31 August 2021.

2. Debtors

	31.08.21	31.08.20
	£	£
Debtors and prepayments	1,020	1,025
	<u>1,020</u>	<u>1,025</u>

3. Creditors

	31.08.21	31.08.20
	£	£
Accounts payable	3,486	-
Accrued expenses	5,222	4,427
Other payables	956	-
	<u>9,664</u>	<u>4,427</u>

4. Movement in Funds

	At 01.09.20	Incoming resources	Resources expended	At 31.08.21
	£	£	£	£
General funds	24,546	35,521	32,091	27,976
	<u>24,546</u>	<u>35,521</u>	<u>32,091</u>	<u>27,976</u>

	At 01.09.19	Incoming resources	Resources expended	At 31.08.20
	£	£	£	£
General funds	19,217	32,814	27,485	24,546
	<u>19,217</u>	<u>32,814</u>	<u>27,485</u>	<u>24,546</u>