

REGISTERED CHARITY NUMBER 1001584

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2022
for
Trafalgar School Parent – Teacher Association

Trafalgar School Parent – Teacher Association
Charity Information

Trustees at the yearend 31.08.22

Mrs S. Keefe – Headteachers
Mr J. Allen - Deputy Head of Juniors
Mrs F. Optholt - Deputy Head of Infants
Mrs M Hopkins – Joint Chair
Mrs L. Jennings – Joint Chair
Miss M Egal - Secretary
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 2022

In my first year as Co Secretary of the Trafalgar Schools Parent Teacher Association, the committee has run with vacancies for a Chair. I want to start by thanking some key people who have pitched in and made it possible not only to sustain the PTA but also 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 and Jenny Sparflo for getting a firm grip on our accounts and providing transparency and clarity, Tara Rees & Nikki Moulton Goddard for taking on chairing of class rep meetings, Mandy Eagle for all her hard work as co-chair, Niki Morgan for her capable management of all our social media, Claire Jacks for designing countless beautiful posters, and Richard Reichwald for his hard work with organising the Rugby Parking. Special mention to Lis Soldal Jeens, Lisa Proberts, Karoline Atkins and Jenny Sparflo for all their hard work. Thank you also to Laura Jennings for all her support in passing on the baton.

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, Gus Samuel, Claire Madden, Laura Cannon, Sophie Harris, Julia Strathearn, Maggie Kay.

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 £34,227 for both schools.

Autumn

With the welcomed lift of restrictions, we started the year with our Comedy night, usually a sell-out event – we struggled with numbers due to the unsurety of Covid and the number of cases in the community. Nonetheless, the event was hugely successful and enjoyed by all those who attended, bringing in a profit of £412 Thanks to Lis Soldal Jeens and all those who helped her.

At Half term after the success of last year we once again held our annual Halloween Trail in Kneller gardens, raising £499, Thanks to Lisa Probert, Kneller Gardens Café and all those who helped.

We were pleased to be able to once again hold our much loved fireworks night, which sold out very quickly and was again a huge success, bringing in £4,772 Thanks to Maddy Forsyth, Laura Jennings and all those who helped.

With the return of large sporting events we were pleased to be able to once again offer our rugby parking raising £8,380, Thanks to Richard Reichwald and all those who helped.

Thanks to Jenny Sparflo for organizing Bags2School again (October & February) These events have generated over £790 this year and enabled families to have much needed clear out.

Thanks to Nikki Moulton Goddard for organising the design your own Christmas card again.

With the Autumn term events back in full swing we were excited to start the organisation of our Christmas fair. Unfortunately with a rise in Covid numbers both in the local community and within the school we had to make the difficult decision to cancel the event with only a few days notice. Thanks to Sophie Harris, Julia Strathearn and Natasha Beresford for helping organise. With spirits dropped we wanted to find a way to bring some of the fun of the fair to the children and in particular the juniors who may be leaving Trafalgar soon and only have a limited number of Christmas fairs left. With that in mind we created the Junior Festive Fun Day, this was a huge success, which the kids loved, and has now joined our annual events calendar. We were not so concerned about how much this event raised we just wanted to lift spirits. We were able to move the raffle online and had wonderful support from local businesses for some great raffle prizes. Thank you to Sara Morton who sponsored the Christmas fair and raffle. The Christmas cards, festive fun day and raffle contributed £1,556. Many parents had already purchased tickets to the Santa's grotto but were generous enough to donate these, adding a further £445 to the PTA.

Thanks to Tara Rees and her small team of elves, for organising a magical Infant Bazaar. This event raised £832, but more importantly, it continued to be a special event for the children that signals the start of the countdown to Christmas.

Thanks to Claire Jacks and Laura Jennings for organising our annual sale of Christmas Trees. Sales were though the roof this year, raising £1,747

Thanks to Jenny Sparflo for starting our PTA merchandise sales with our Trafalgar Teddies, which still have stock of.

Spring

After the disappointment of the Christmas Fair, we came back in the New Year with the plan to deliver as much as we could.

We were pleased to have the Quiz and Curry night in person again, with over 80 parents and teachers coming along for a fun evening – raising £1,482. Thank you to Lis Soldal Jeens and Maggie Kay for organising and all those who helped.

We were pleased to welcome back the Family Magic Show, with two hugely successful shows – raising £850. Thanks to Jenny Sparflo, Gus Samuel, Jo Keir, Sophie Harris and Julia Strathearn for their help.

Thank you to Nikki Mouton Goddard for arranging our delicious Easter Egg raffle, raising £433.

We were also pleased to be able to offer the Trafalgar Tea towels once again for Reception and also Year 1, as they had missed out in reception, Thank you to Nikki Moulton Goddard for organising this too, £324.

Summer

We once again held our annual 1905 challenge, an opportunity for the children to work together and complete a challenge. Thank you to Laura Jennings and Tara Rees for organizing, we raised £1,631

We were thrilled to be able to hold our Summer Fair once again and all the children, families and teachers loved celebrating the day together. We raised an incredible £8,199. Thanks to Sophie Harris, Mandy Eagle, Claire Jacks, Laura Jennings, Maddy Forsyth, Rony Bachour, Jenny Sparflo, Nikki Toner and all the class reps.

After the success of the outdoor discos last year we decided to hold them in the playground once again, despite the re scheduling due to the heat wave, they were a huge success. Thanks to Laura Jennings, Claire Jacks, Nikki Moulton Goddard and all the Year 2 and Junior class reps.

We added to our PTA merchandise with our Trafalgar Bottle mate and sales have started well, Thanks to Karoline Atkins and Jenny Sparflo.

A tradition started a few years back is the Year 6 Leavers' yearbook which are paid for by the PTA. A huge thank you to Jo Keir 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

Thank you to Jenny Sparflo, Karoline Atkins and all those who help at the Second Hand Uniform sales, these are a great way for parents to get a bargain and donate pre-loved uniform, raising £1,488.

Classified ads – Thank you to Reza Ram for continuing the support of these and passing them over. Our classified ads have raised £350. We have decided to discontinue these going forwards.

Mufti days, we held a few mufti days this year, which are always a great success with the children. For the first time we asked for a donation on World Book day and used the wish list as an additional way for parents to donate. We raised an amazing £563.

The Trafalgar wish list is in the process of being integrated with our website and updated. It's a great tool for parents to donate to particular items. This year we raised £516.

Amazon Smile and Easy Fundraiser are great, no effort ways for us to raise money. This year they raised a combined total of £1,237.

Name Labels, this year we introduced the use of 'My name tags', parents can purchase personalised nametags and we receive a percentage of every order. Thanks to Karoline Atkins for setting this up.

Thanks to the amazing work of all the PTA committee, reps, parents and teachers – we were in a position to be able to pledge a gift £10,000 to the school for the school library refurbishments.

Thank you to all the teachers, governors, parents, and carers who continue to support the PTA. To Mr Allen, Mrs Opholt, Mrs Burton and Mrs Keefe 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

With Covid hopefully a distant memory we look forward to a jam-packed events and fundraising calendar. 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. Personally I need to take a step back from the PTA but I know it will continue to grow and raise amazing amounts for the school. I look forward to joining again in the future.

Meryl Hopkins, PTA join-chair

Trafalgar School Parents-Teacher Association
Treasurers Report – Treasurer update
For the financial year ending 31 August 2022

As with the previous financial year the ability to fundraise for the school this year has been impacted by the Covid 19 pandemic. Some of the usual events, Christmas fair had to be adapted. Which was a credit to the motivation and creativity of the PTA volunteers.

The total funds raised by the PTA during the 2021/2022 financial year were £36,555 after deducting the costs for these events (2020/2021: £28,424), 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 £2,328 (2020/2021: £1,155) the net amount generated totalled an impressive 34,227 (2020/2021: £27,269).

Event

	2021/2022	2020/2021	Variance
Activity packs / badges / keyrings	£43		£43
Bags for School and Soft Toys	£790	£1,182	-£392
Bears	-£419		
Bend the rules	£0	£667	-£667
Christmas Bazaar	£832	£899	-£67
Christmas raffle / Fair	£1,556	£803	£754
Christmas Trail		£478	-£478
Christmas Trees	£1,747	£1,255	£493
Class Collections	£1,827	£4,082	-£2,255
Classified adds	£350	£458	-£108
Comedy night	£412	£0	£412
Discos	-£459	£151	-£610
Easter Fun	£433	£900	-£467
Easy fundraising	£537	£467	£71
Estate agent boards		£800	-£800
Halloween Fun	£499	£879	-£380
Hero Dress Up	£0	£488	-£488
Fireworks	£4,772	£0	£4,772
Food festival	£0	£188	-£188
Magic show	£850		£850
Quiz & Curry	£1,482	£1,311	£171
Rugby parking	£8,380	£0	£8,380
Santa's Grotto	£445	£368	£77
Summer fair	£8,199		£8,199
Tea towels	£324	£0	£324
Uniform sales	£1,488	£1,378	£110
Water bottles	-£370		-£370
Wine tasting	£0	£156	-£156
Wishlist items	£516	£1,398	-£882
World book day	£563		£563
PayPal transaction fees / iZettle fees	-£1,139	-£210	-£929
Zapier, Inc	-£25	-£158	£133
Other donations	£4,262	£11,782	-£7,520
Less Year 6 leaver books	-£1,341	-£1,296	-£45
	£36,555	£28,424	£8,131
Admin Expenses	-£2,328	-£1,155	-£1,174
Post expenses	£34,227	£27,269	£6,958
Approved for the schools	-£31,071	-£23,839	-£7,231
Net income	£3,156	£3,430	-£273

Included in the above fundraising figures are amounts collected from the online platform The Wishlist. The PTA now collect contributions for specific items on the Wishlist (£516), prior to academic year 2020/2021 these paid directly to the school. The Wishlist also allowed for class activities which replace in person cakes sales (£1,824).

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 the return of Rugby parking, the fireworks display and the summer fair, three of our biggest fundraising events.

Paypal and iZettle fees are considerably higher than last year (£1,139 vs £210), this includes £354 for additional card readers which have already given a great return on investment at the above mentioned in person events.

Items where we hold stock (bears and water bottles) show as negative, as we account for these on a cash basis.

Other income

Other donations of £4,262 (2020/2021 :£11,782) were principally made up from the second year of the 1905 Challenge which raised £1,631 (2020/2021: £4,904), £786 from regular payment from parents (2020/2021 : £860) and £700 from Amazon giving.. The remaining £1,115 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 £31,071 (2019/2020: £23,839).

Liquidity

At the end of the financial year the PTA has a reconciled cash and PayPal balance of £48,704.

Nicola Toner (ACMA) and Jenny Sparflo

Treasures, 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 2022

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").

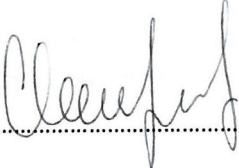
Having satisfied myself that the accounts are not required to be audited under Part 16 of the 2006 Act and me eligible for independent examination

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) ACA INSTITUTE OF CHARTERED ACCOUNTANTS ENGLAND + WALES

Address: UNITS 8 CRANE MEWS
32 GOULD ROAD
TWICKENHAM
TW 2 6RS

Date: 15/6/23

Trafalgar School Parent-Teachers Association

Statement of financial activities for the Year Ending 21 August 2022

	Unrestricte d fund £	Restricted fund £	31.08.22 Total Fund £	31.08.21 Total Fund £
INCOME				
Charitable activities				
Fundraising events	55,416		55,416	23,739
Other activities				
Interest and Donations	4,262		4,262	11,782
	<u>59,678</u>	-	<u>59,678</u>	<u>35,521</u>
EXPENDITURE				
Charitable activities				
Cost of fundraising events	23,027		23,027	7,097
Administration expenses	33,495		33,495	24,994
NET INCOME/EXPENDITURE	<u>3,156</u>	-	<u>3,156</u>	<u>3,430</u>
RECONSILIATION OF FUNDS				
Total funds brought forward	27,976		27,976	24,546
TOTAL FUNDS CARRIED FORWARDS	<u>31,132</u>	-	<u>31,132</u>	<u>27,976</u>

Trafalgar School Parent-Teachers Association

Balance Sheet

for the Year Ending 21 August 2022

	Unrestricted fund £	Restricted fund £	31.08.22 Total Fund £	31.08.21 Total Fund £
CURRENT ASSETS				
Debtors and prepayemtns	1,585		1,585	1,020
Cash at bank	48,704		48,704	36,620
	<hr/>			
	50,289	-	50,289	37,640
CREDITORS				
Amounts falling due within one ye	19,157		19,157	9,664
	<hr/>			
NET ASSETS	31,132	-	31,132	27,976
FUNDS				
Unrestricted funds			31,132	27,976
restricted funds			-	-
			<hr/>	<hr/>
TOTAL FUNDS			31,132	27,976

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 2022 nor for the year ended 31 August 2021.

2. Debtors

	31.08.22	31.08.21
	£	£
Debtors and prepayments	1,585	1,020
	<u>1,585</u>	<u>1,020</u>

3. Creditors

	31.08.22	31.08.21
	£	£
Accounts payable	100	3,486
Accrued expenses	19,057	5,222
Other payables		956
	<u>19,157</u>	<u>9,664</u>

4. Movement in Funds

	At 01.09.21	Incoming resources	Resources expended	At 31.08.22
	£	£	£	£
General funds	27,976	59,678	56,521	31,132
	<u>27,976</u>	<u>59,678</u>	<u>56,521</u>	<u>31,132</u>

	At 01.09.21	Incoming resources	Resources expended	At 31.08.22
	£	£	£	£
Comparatives for movement in funds				
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>