

REGISTERED CHARITY NUMBER 1001584

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2023
for
Trafalgar School Parent – Teacher Association

Trafalgar School Parent – Teacher Association
Charity Information

Trustees at the yearend 31.08.23

Mrs S. Keefe – Headteachers
Mr J. Allen - Deputy Head of Juniors
Mrs T. Rees – Join Chair
Mrs N Goddard-Moulton – Joint Chair
Mrs J. Behenna- Secretary
Ms N. Toner – Joint Treasurer
Mrs J. Sparflo – Joint Treasurer
Mrs L. Jenning – Trustee

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 2023

This year we were fortunate to have several willing volunteers to step into the main PTA roles which allowed us to divide out the role a little further and last October I took on the role as Co-Chair, following two years of chairing the junior rep meetings. A huge thank you to Nikki Moulton-Goddard, my Co-Chair, who is always at the school coordinating with the school staff, the class reps and involved in nearly every PTA event throughout the year.

There are many people involved in running the PTA. I want to thank Karoline Atkins for taking on the coordination of the PTA events, following a covid impacted 2 years we have managed to run a huge number of events this year. Thank you to Nikki Toner and Jenny Sparflo our brilliant treasures for their meticulous accounts and ensuring that they payments all events run smoothly, especially those where you spend hours in the office! Thank you to Jo Behenna in her role as PTA secretary, Claire Jacks for her amazing posters and newsletters and Niki Morgan for keeping our social media updated.

Thank you to the following people that have consistently attended the committee meetings and supporting PTA decisions: Laura Jennings, Maddy Forsyth, Lisa Proberts, Gus Samuel, Claire Madden, Jennie Kraus, Ushma Hatton, Niki Shah, Katie O'Rourke, Louise Bartlett, Julia Bottcher....

This year has been incredibly successful and that is down to our brilliant team, everyone that is part of the PTA committee, our event's organisers, class reps and all other volunteers. Last year's fundraising events, activities and sales raised a total of £38,309 after PTA expenses.

Autumn

Autumn 2022 kicked off with second-hand uniform sales at both Gothic Road and Meadway, and these events have grown from selling uniform to now include costumes, fancy-dress outfits, bottle mates and bears. With a focus across the school on reusing and recycling these events have become significant fundraising events throughout the year. A huge thank you to Jenny Sparflo for taking the leading over the last few years, Jenna Graham for taking on the running going forward and to the team of regular volunteers. The sales raised over £3,400 across the academic year.

In October Bag2School collection took place. Thank you again to Jenny Sparflo for leading this initiative and to Gus Samuel who took over in April and to all the volunteers who man the collections on the day. It is always good to be able to have a clear out and raise money to support the school, the 2 collections last year raised £590.

The Halloween trail has become a firm favourite to help fill the October half term. Thank you to Lisa Probert's, her brilliant riddles keep us entertained and her great relationship with Kneller gardens ensures all the children receive a treat. Lisa's spooky clues raised £426 last year.

Thank you to Maddy Forsyth for running another successful fireworks night, to Laura Jennings and Kathryn Dodds and a team of on the night volunteers. It is always great to see the children's faces light up at the sight of the fireworks while also raising a fantastic amount of money, the total for this year was £4,512

Lis again used her brilliant contacts to arrange a great line up of comedians for the comedy night. Although the event initially struggled with ticket sale it was a great night and we are hoping that the move to the summer term this year will ensure that the event stands out. Thank you to Lis Soldal Jeen's and Maggie Kay and all those who helped for organising a great night and raising £463.

With the return of the autumn international at Twickenham came Trafalgar's rugby parking. Together will the six nations and the Big Game in February and March, the 7 dates raised an impressive £8,325. Thank you to Richard Reichwald and his team of volunteers.

Onto Christmas, thank you to Nikki Moulton Goddard for organising the design your own Christmas cards again.

Lisa Proberts took on the lead for the infant bazaar, which we all know is the loveliest event for the infant children. Thank you to Lisa and her team of volunteers for all their hard work. This event raised £687

Unfortunately, due to the lack of a lead volunteer for the Christmas fair this event was cancelled but with the grotto presents from the previous year still wrapped and ready to go Claire Appleby stepped forward to organise the Christmas grotto and the event

raised £1,408. Thank you to Claire and her volunteer Father Christmases and elves and everyone that volunteered on the day. The day was made more festive with the uniform team stepping in to sell Christmas jumper and refreshments, thanks again to the team and the collections from the Christmas trees sales organised by Claire Jacks which raised a great profit of £1,233. Thank you to Claire Jacks for organising and the volunteers for supporting the event.

Thank you to Laura Jennings, Claire Jacks, Claire Madden, and Nikki Moulton Goddard for taking the lead on each of the junior year groups for the festive fun day. A donation is requested for the event but the focus of this event is not fundraising and ensures that all junior children can take part and enjoy fun Christmas activities with their classmates.

The Christmas raffle also went ahead. Thank you to Sophie Harris for organising so many brilliant prizes that resulted in a profit of £982

Spring

The spring term. As already mentioned, the rugby parking and uniform sales continued through to the spring term.

The first big event of the term was the quiz and curry night which was a sell out event. Lis Soldal Jeens and Maggie Kay again making a great team with Interrupt the Routine volunteering their time to run the quiz. Thank you to you both and your team of volunteers. Lis will be running this event again in the new year but is still looking for someone to shadow her and to take on the event for 2024 in case anyone would be interested in taking on. This popular event raised £1,753.

In April the family show returned with a magical circus act. Thank you to Beth Pattison, Nikki Moulton Goddard, Karoline Atkins and Claire Jacks for organising event which raised £802.

The Easter Egg Raffle was a great success and raised £480, thank you to Nikki Moulton Goddard for organising.

Summer

The first event of the summer term was a new event for Trafalgar, The Big Dig, which was organised by Jenny Spaflo and Karoline Atkins. Introduced to run on the weekend of world earth day which focuses on environmental protection. Volunteer got together to help the school with the allotment and garden areas including building a new shed at Meadway. The PTA focused on the reduce, reuse, and recycle principles inviting the repair café, organising a Bags2School collection, a car boot sale, and a uniform sale, thank you to Jenna Graham, Lisa Proberts and Gus Samuel. Thank you to for setting up a car boot sale. The event raised £373.

I ran the 1905 challenge that although it was a brilliant fundraiser in covid longer gains traction and was lost within the communication for the summer fair and therefore will not be run going forward

The main event of the summer term is the summer fair. A huge thank you to Karoline Atkins, Nikki Moulton Goddard and the rest of the organising team. Also thank you to the class reps for organising their stalls and the many volunteers that turn up on the day which makes the event run. This is a huge event to run and all that hard work paid off with the amazing total of £10,977 raised.

I organised the booking of the school disco and with the help of Mr Allen, Tony Macaroni made a return. A slightly stressful time of the year as one of the planned dates fell on a teacher strike day and Ofsted arrived at the school the week before but we managed to fit the 6 classes in across 2 dates. Thank you to Nikki Moulton Goddard, Laura Jennings, Niki Morgan, Claire Jacks and Meryl Hopkins for taking the lead for each class on the day, organising the refreshments for the children and to the volunteers for each disco. The PTA request donations for this event but all children are invited and volunteers kindly donated the ice lollies for the children to have as they left the discos. The event raised £328

Other Fundraising

In addition to the many events the PTA received £506 from parents using the Easy Fundraising app.

Donation for World book day raised £107

Plus, over £5,500 was received through donations. This is predominately from parents that have sent up direct debits, Amazon Smile, PayPal giving and donation payments when the PTA serves refreshments at school events including the curriculum event, the junior panto

Contributions to the School

At the start of this year the PTA were able to increase the annual planned donation from £18,000 to £20,000. This was possible due to the previous year's fundraising and supported by all due to the current increased cost.

In addition to the annual donation, this year we have seen the completion of the infant and junior libraries refurbishments which was made possible from last year's pledge by the PTA. An additional £1,000 has been donated to each school for the purchase of books.

It has been great to see the Trafalgar sports teams wearing the new kit that was funded by last year's PTA donation.

£4,250 was donated for the required refurbishments at the Meadway site including a new shed, skip hire and new tools for the children to use.

'The Cabin' has been created this year in a spare classroom. £2,090 was donated to furnish this wellbeing space to create an inviting comfortable space for teachers to support children.

£1,000 was donated to purchase 30 Ukeleles and resources for the music room which we look forward to hearing the children play this year.

To end I want to say thank you to all the teachers, governors, parents, and carers that have supported the PTA this year. None of this is possible without everyone's involvement.

Thank you to Mrs Keefe, Mr Allen and Mrs Burton for their commitment to the school and our children. Thank you to Simon Bradley for all his work behind the scenes managing the PTA website, paypal and online payments for all out events.

Thank you to Nikki Toner and Jenny Spaflo for being the PTA treasurers for the last 3 years and will be stepping down this year. All your hard work has been greatly appreciated.

Nikki and I will be continuing in our role as Co-Chairs this year and we look forward to collaborating with you all.

Tara Rees, PTA Co-Chair

As we are now “living with Covid”, it has been a delight that most of our events are back in action, and we continue to keep some of our adapted fundraising activities.

The total funds raised by the PTA during the 2022/2023 financial year were £40,788 after deducting the costs for these events (2021/2022: £36,555), which is a fantastic achievement. This continues to show the commitment, dedication, support and hard work of the committee members, parents, teachers, and volunteers.

After deducting expenses of £2,479 (2021/2022: £2,328), the net amount generated totalled an impressive £38,309 (2021/2022: £34,277).

Events

	2022/2023	2021/2022	Variance
Activity packs / badges / keyrings	£34	£43	-£9
Bags for School and Soft Toys	£590	£790	-£200
Bears	£258	-£419	£677
Bend the rules	£0		£0
Christmas Bazaar	£687	£832	-£145
Christmas raffle / Fair	£982	£1,556	-£574
Christmas Trail			£0
Christmas Trees	£1,233	£1,747	-£514
Class Collections		£1,827	-£1,827
Classified adds		£350	-£350
Comedy night	£463	£412	£51
Discos	£328	-£459	£787
Earth day	£373		£373
Easter Fun	£480	£433	£47
Easy fundraising	£506	£537	-£31
Estate agent boards			£0
Halloween Fun	£426	£499	-£73
Hero Dress Up			£0
Fireworks	£4,512	£4,772	-£260
Food festival			£0
Magic/Circus show	£802	£850	-£48
Quiz & Curry	£1,753	£1,482	£271
Rugby parking	£8,325	£8,305	£20
Santa's Grotto / Panto	£1,408	£445	£963
Summer fair	£10,977	£8,274	£2,703
Tea towels	£31	£324	-£293
Uniform sales	£3,008	£1,488	£1,520
Water bottles / bottle mates	£216	-£370	£586
Wine tasting			£0
Wishlist items		£516	-£516
World book day	£107	£563	-£456
PayPal transaction fees / iZettle fees	-£811	-£1,139	£328
Zapier, Inc	-£164	-£25	-£139
Printing	-£289	£0	-£289
Other donations	£5,658	£4,262	£1,396
Less Year 6 leaver books	-£1,104	-£1,341	£237
	£40,788	£36,555	£4,234
Admin Expenses	-£2,479	-£2,328	-£151
Post expenses	£38,309	£34,227	£4,083
Approved for the schools	-£29,915	-£31,071	£1,156
Net income	£8,394	£3,156	£5,239

The objective of many of the PTA events is not solely the fundraising but also the enjoyment of the children and the promotion of the PTA as a fundraising body.

Our biggest fundraising events, including rugby parking £8,325, Fireworks night £4,512, Second-hand uniform sales £3,008 and Quiz & Curry £1,753 continue to bring in significant funds for the schools. In addition, we should all be very proud of the outstanding contribution from the summer fair, £10,977; the introduction to resalable tokens certainly made cashing up at the end easier for the team.

It is noticeable to see the reduction in class collections and Wishlist sales, which has not been missed in the overall fundraising. The PTA are in continued discussions about if and how we replace these amounts going forward.

Other income

Other donations of £5,658 (2021/2022:£4,262) were principally made up of regular donations from parents £3,390, Amazon Smile £759, and PayPal giving, £218 and other smaller donations, £512.

In addition, we collected a further £765 for the Trafalgar Together breakfast club, including a one-off payment of £600 from the Richmond Volleyball Club; the £765 is accounted for in payments proposed to the schools.

Expenses

PTA expenses of £2,479 (2020/2021: £2,328) include memberships, insurance, accounting, and software costs to fund the events of the PTA. Also included in the amount were equipment purchased for the PTA £784 for the noticeboard, and reusable tokens for the events £598

Contributions to the school

This year, the contributions proposed for the schools were £29,915 (2020/2021: £31,171). This includes the usual spending for each school, which was increased to £10,000 each, plus the refurbishments at the Meadway site, £4,250, the new Cabin wellbeing room £2,090, additional books for both libraries £1,000 for each, £1,800 for a £100 donation to each class to replace the pots of gold and as mentioned above £765 for Trafalgar Together.

Liquidity

At the end of the financial year, the PTA has a reconciled cash and PayPal balance of £58,737.

After one year as shadow treasurer and three years together as co-treasurers with Jenny, we are stepping down and handing over the baton. It has been a pleasure to hold the purse strings and see what fantastic work the PTA can do.

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 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").

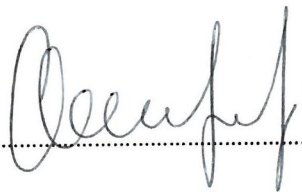
Having satisfied myself that the accounts are not required to be audited under Part 16 of the 2006 Act and me eligible for independent examination

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) ICAEW

Address: 100 GOULD ROAD, TW26RW

Date: 17/6/24

Trafalgar School Parent-Teachers Association

Statement of financial activities
for the Year Ending 31 August 2023

	Unrestricted fund £	Restricted fund £	31.08.23 Total Fund £	31.08.22 Total Fund £
INCOME				
Charitable activities				
Fundraising events	52,067		52,067	55,416
Other activities				
Interest and Donations	5,658		5,658	4,261
	<u>57,726</u>	-	<u>57,726</u>	<u>59,677</u>
EXPENDITURE				
Charitable activities				
Cost of fundraising events	16,903		16,903	23,027
Administration expenses	32,429		32,429	33,495
NET INCOME/EXPENDITURE	<u>8,394</u>	-	<u>8,394</u>	<u>3,156</u>
RECONSILIATION OF FUNDS				
Total funds brought forward	31,132		31,132	27,976
TOTAL FUNDS CARRIED FORWARDS	<u>39,526</u>	-	<u>39,526</u>	<u>31,132</u>

Trafalgar School Parent-Teachers Association

Balance Sheet

for the Year Ending 31 August 2023

	Unrestricted fund £	Restricted fund £	31.08.23 Total Fun £	31.08.22 Total Fund £
CURRENT ASSETS				
Debtors and prepayments	4,966		4,966	1,585
Cash at bank	58,736		58,736	48,704
	<hr/>			
	63,702	-	63,702	50,289
CREDITORS				
Amounts falling due within one year	22,176		22,176	19,157
	<hr/>			
NET ASSETS	41,526	-	41,526	31,132
FUNDS				
Unrestricted funds			41,526	31,132
restricted funds			-	-
			<hr/>	<hr/>
TOTAL FUNDS			41,526	31,132

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 2023 nor for the year ended 31 August 2022.

2. Debtors

	31.08.23	31.08.22
	£	£
Debtors and prepayments	4,966	1,585
	<u>4,966</u>	<u>1,585</u>

3. Creditors

	31.08.22	31.08.21
	£	£
Accounts payable	0	100
Accrued expenses	24,176	19,057
	<u>24,176</u>	<u>19,157</u>

4. Movement in Funds

	At 01.09.22	Incoming resources	Resources expended	At 31.08.23
	£	£	£	£
General funds	31,132	57,726	49,332	39,526
	<u>31,132</u>	<u>57,726</u>	<u>49,332</u>	<u>39,526</u>

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