



# Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	09	2021	To	31	08	2022

## Section A Reference and administration details

Charity name **Arden Parents Teachers Friends Association**

Other names charity is known by **Arden PTFA**

Registered charity number (if any) **1001699**

Charity's principal address **Arden Academy**  
**Station Road, Knowle**  
**Solihull**  
**Postcode B98 0PT**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	J Guy	Chair		
2	C Chatwin	Treasurer		
3	B Perkins			
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17				
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20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Trustee selection methods  
(eg. appointed by, elected by)

Elected at Annual General Meeting by Committee members

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

To advance the education of pupils, at Arden Academy, by developing effective relationships between staff, parents and others associated with the school. Engaging in activities or providing facilities and equipment which supports the school and advances the education of the pupils.

Fund raising events are held throughout the year: Fireworks Display, Christmas Ball, Sales of refreshments and Sub-Club.

All profits are used to purchase equipment and services for the benefit of the pupils at Arden Academy.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

The School Management Team arrange for Department Heads to bid for funds during the year.

Bids are submitted to the PTFA Committee meetings for approval.

All members present can vote on individual bids but guidance is taken from the School Management Team.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

A successful year with key event being the Fireworks festival, raising circa £13,000. There were a few events which were impacted by Covid and had to be cancelled. However, the Prom evening, refreshment sales at various school events plus income from the Sub Club monthly draw have also raised significant funds for the school.

£8,846 was paid to Arden Academy in response to bids made for funds, including the lease of a minibus. Projects and equipment which were also funded included sports equipment, table tennis tables and book for Economics.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The PTFA's policy is to keep financial reserves to a minimum required to operate events. For example, the Fireworks Display requires costs of approximately £8000 to be paid in advance of ticket sales. In normal years the PTFA also retain a small amount to purchase equipment and supplies for other events, such as decorations for the Christmas Ball and refreshments for school events such as Music evenings, Prom and Sports days.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:


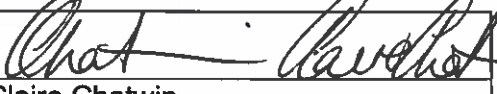
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

### Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Joanne Guy	Claire Chatwin
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	22.5.23	



**THE ARDEN SCHOOL PARENT TEACHER FRIEND ASSOCIATION**

Charity Number: 1001699

For the years ending 31 August 2021 and 2022

**RECEIPTS AND PAYMENTS ACCOUNT**

For the year ended 31 August 2022

	Receipts		Payments		Net Receipts (Payments)	
	2021 £	2022 £	2021 £	2022 £	2021 £	2022 £
Fireworks	0	22,410	0	8,686	0	13,724
Events	0	1,646	0	1,200	0	446
Other PTFA Fundraising	5,142	4,588	1,880	2,955	3,262	1,633
Open air cinema	0		285		-285	0
PTA Overheads	0		365	728	-365	-728
Bid Payments*	0		4,465	2,222	-4,465	-2,222
Parentpay - minibus & tickets		2,114				2,114
Minibus	8,252		6,900	6,624	1,352	-6,624
Shelters	3,318		4,000		-682	0
Interest	0		0		0	0
Bank account Transfers		14,649		23,636		-8,987
Sub club fund transfer	3,000		3,500		-500	0
Cash float		150				150
<b>Sub-Total</b>	<b>19,712</b>	<b>45,557</b>	<b>21,395</b>	<b>46,051</b>	<b>-1,683</b>	<b>-494</b>
<b>Sub-Club</b>	<b>4,550</b>	<b>2,763</b>	<b>4,250</b>	<b>2,175</b>	<b>300</b>	<b>588</b>
<b>Sub-Club -Total</b>	<b>4,550</b>	<b>2,763</b>	<b>4,250</b>	<b>2,175</b>	<b>300</b>	<b>588</b>
<b>Deposit (Business Account)</b>	<b>3,501</b>	<b>23,638</b>	<b>6,900</b>	<b>12,924</b>	<b>-3,389</b>	<b>10,714</b>
<b>Total</b>	<b>27,763</b>	<b>71,958</b>	<b>32,545</b>	<b>61,150</b>	<b>-4,782</b>	<b>10,808</b>

Net Cash Funds at Start of Year

Net Cash Funds at End of Year

20,197

15,415

15,415

26,223

**THE ARDEN SCHOOL PARENT TEACHER FRIEND ASSOCIATION**  
Charity Number : 1001699

**STATEMENT OF ASSETS AND LIABILITIES**  
For the years ending 31 August 2021 and 2022

	<b>Final 2020/21</b>	<b>Draft 2021/22</b>
	£	£
<b>Unrestricted Funds</b>		
<b>Cash Funds</b>		
Current Bank Account	5,979	5,335
Business Deposit Account	7,264	17,978
Cash Float	-	150
Sub_Club Bank Account	2,172	2,760
<b>Cash Funds at 31 August</b>	<b>15,415</b>	<b>26,223</b>

Approved on behalf of the Committee

  
\_\_\_\_\_  
J Guy- Chairman

  
\_\_\_\_\_  
C Chatwin - Treasurer

22.05.23  
\_\_\_\_\_  
Date

22.05.23  
\_\_\_\_\_  
Date



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Arden School Parents Teachers Friends Association

**On accounts for the year  
ended**

31 August 2022

**Charity no  
(if any)**

1001699

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022

**Responsibilities and  
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

**Signed:**

*flarty*

**Date:**

*2/1/2023*

**Name:**

*JAMES CARTY*

**Relevant professional  
qualification(s) or body  
(if any):**

*FCA, FCCA*

**Address:**

**Thomas & Young Limited  
Chartered Accountants  
Carlton House, 266/268 Stratford Rd, Shirley,  
Sofihull, B90 3AD. Tel: 0121-733 1111**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

