



## **Amherst School PTA**

Annual Report for the Financial Year Ending 31 August 2022

Registered Number 1002301

### **Trustees Annual Report**

**Chair :-** Ursula du Toit

**Vice Chair:-** Sam Goddard

**Secretary:-** Sally Elliott

**Treasurer:-** Jo Ruff

**Trustees:** Mr A Reid  
Emma Baker  
Karyn Palmer  
Tom Kennedy  
Anna Patten

### **Structure, Governance and Management**

Amherst School Parent Teachers Association (PTA) is governed by the Constitution adopted in 1990 and reviewed in 2003 and 2008. Membership consists of all parents and/or guardians of pupils attending Amherst School and all teachers on the staff of the school. Management of the PTA is vested in a committee consisting of a Chair, Vice-Chair, Honorary Secretary and Honorary Treasurer, together with a minimum of six other members who serve until the commencement of the next AGM. Temporary vacancies are filled by co-opting existing Committee members to the offices which have been vacated.

### **Objectives and Activities**

The object of the Association is to advance the education of the pupils in the school. In furtherance of the object of the Association may:

- a) Develop more extended relationships between the staff, parents and others associated with the school
- b) Engage in activities which support the school and advance the education of the pupils attending it
- c) Provide and assist in the provision of facilities for education at the school (not normally provided by the Local Education Authority)

d) Engage in fund raising activities

### **Achievements and Performance**

Thanks to the continued work of the committee, the unwavering support of the parents and local business, the PTA raised a net amount of £29,334 during the year. The PTA also made a donation to the school of £150,000 for the completely self-funded Amherst Grand Design in Sept 2021 from its Unrestricted funds previously raised over the last couple of years. The PTA also provided each pupil of the school with commentative book mark to celebrate the Queen's Jubilee in Jun 2022.

The PTA found it self in another uncertain year of fundraising due to the continuation implications for the school of Covid 19. Therefore, we had hi-bred year of fundraising activities, remote, restricted to pupil only attendance and full school community attendance.

Some key fund raising events:-

Christmas events	£9,324
Summer BBQ	£7,737
Team Amherst Merchandise	£983
Quiz night	£800
Movie night	£660

The match funding scheme was again really well supported, raising a total of £6,167, received in the year, with the application for additional funding made re the Summer BBQ of £12,472 that as at the financial year end had not been deposited to the charity bank account and not included in the financial year figures.

Unrestricted funds of £37,494 were available at the financial year end to be used for future projects and activities.



## Receipts and payments accounts

CC16a

For the period from	01-Sep-21	To	31-Aug-22
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### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Christmas Bazaar	8,976	-	-	8,976	11,724
Summer BBQ / BBQ in a Box	14,815	-	-	14,815	1,853
Leavers Photo's /Disco	340	-	-	340	396
Christmas secrets room	1,662	-	-	1,662	1,697
Cake/Ice Cream and 2nd hand uniform sales	1,589	-	-	1,589	3,086
Artwork 4 schools	2,327	-	-	2,327	2,402
Christmas Advent Calander	611	-	-	611	556
Quiz Night	800	-	-	800	1,551
Valentines raffle	383	-	-	383	631
Team Amherst Merchandise	3,070	-	-	3,070	10,896
Mothers day	420	-	-	420	2,490
Easter eggs	357	-	-	357	1,067
Riverhead carnival	344	-	-	344	-
Movie night	788	-	-	788	-
School disco	1,265	-	-	1,265	-
Office staff collection	366	-	-	366	-
Deposit account interest	3	-	-	3	-
Total Matchfunding	6,797	-	-	6,797	32,427
Other fundraising	2,191	-	-	2,191	1,961
Cooking classes x 3				-	2,400
Amherst Cookbook				-	818
Amherst camping				-	170
Fathers day				-	1,753
Non uniform day				-	124
Refunds - Summer BBQ				-	3,888
Photography competition				-	595
1000m Challenge / Amherst Down Under	-	-	-	-	341
Escape room				-	1,126
Great Amherst event				-	1,465
Scavenger hunt				-	1,260

**Sub total(Gross income for AR)**

47,105

-

-

47,105

86,677

**Total receipts**

47,105

#

-

#

-

#

47,105

86,677

### A3 Payments

Christmas Bazaar	1,779	-	-	1,779	2,452
Summer BBQ / BBQ in a box	7,488	-	-	7,488	1,394
Cake/ice cream & 2nd hand uniform sales	303	-	-	303	15
Valentines raffle	68	-	-	68	48
Christmas secrets room	679	-	-	679	774
School disco	395	-	-	395	55
Team Amherst Merchandise	2,087	-	-	2,087	5,917
Artwork 4 schools	1,879	-	-	1,879	1,895
Mothers day	378	-	-	378	1,520
Movie night	129	-	-	129	-
Year 6 Leavers Disco & Photos	530	-	-	530	
Jubilee Gifts - Amherst children	743	-	-	743	
Riverhead carnival	25	-	-	25	
Charities Commission refund	630	-	-	630	
Office staff gifts	366	-	-	366	
Misc expenses	292	-	-	292	230
Donation to Amherst School - New Building	150,000	-	-	150,000	
Escape room	-	-	-	-	290
Summer BBQ - Bouncy Castle	-	-	-	-	3,548

Scavenger hunt	-	-	-	-	34
Cooking class x3	-	-	-	-	97
Amherst Cookbook	-	-	-	-	505
Fathers day	-	-	-	-	1,153
Easter egg events	-	-	-	-	36
Amherst camping	-	-	-	-	8
Quiz night	-	-	-	-	448
Photography competition	-	-	-	-	73
<b>Sub total</b>	<b>167,771</b>	<b>-</b>	<b>-</b>	<b>167,771</b>	<b>20,492</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>167,771</b>	<b>-</b>	<b>-</b>	<b>167,771</b>	<b>20,492</b>
<b>Net of receipts/(payments)</b>	<b>- 120,666</b>	<b>-</b>	<b>-</b>	<b>- 120,666</b>	<b>66,185</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>158,160</b>	<b>-</b>	<b>-</b>	<b>158,160</b>	<b>91,975</b>
<b>Cash funds this year end</b>	<b>37,494</b>	<b>-</b>	<b>-</b>	<b>37,494</b>	<b>158,160</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Account A	7,471	-	-
	Bank Account B	30,003	-	-
	Petty cash	20	-	-
	<b>Total cash funds</b>	<b>37,494</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Charity Name  
Amherst School PTA

**On accounts for the year ended**

31 August 2022

**Charity no  
(if any)**

1002301

**Set out on pages**

Section 3 , Receipts and Payments , Accounts

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's trustees, 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 all 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 in connection with the examination (other than that disclosed below \*) 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 out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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 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: Steven Harrison

Date: 20/06/23

Name: Steven Harrison

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

n/a, Previous Treasurer

Address:	<b>65 Mount Pleasant Road</b>
	<b>Weald, Sevenoaks</b>
	<b>Kent TN14 6QB</b>

**Section B****Disclosure**

Only complete if the examiner needs to highlight material 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.**