



# Trustees' Annual Report for the period

	Period start date		Period end date
<b>From</b>	1 September 2021	<b>To</b>	31 August 2022

## Section A Reference and administration details

<b>Charity name</b>	The Bollin School Parent-Teacher Association		
<b>Other names charity is known by</b>	Bollin Primary School PTA		
<b>Registered charity number (if any)</b>	1003172		
<b>Charity's principal address</b>	Bollin Primary School		
	Apsley Grove		
	Bowdon, Altrincham		
	<b>Postcode</b>	WA14 3AH	

### 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	Mrs H Cochrane	Co-Chair	Appointed 12 October 2021	Elected by members
2	Mrs L Hines	Co-Chair	Appointed 12 October 2021	Elected by members
3	Mr P Kerr	Communications officer	Acted for whole year	Elected by members
4	Mrs S Pickford	Co-Treasurer	Appointed 12 October 2021	Elected by members
5	Mr A Pickford	Co-Treasurer	Appointed 12 October 2021	Elected by members
6	Mrs K Spark	Executive Head teacher	Acted for whole year	Automatic appointment under the PTA constitution
7	Mrs J Croy	Secretary	Appointed 16 November 2021	Elected by members
8	Mrs S Norris	Co-Chair	Acted from start of year until retired on 12 October 2021	Elected by members
9	Mrs H Welch	Co-Chair	Acted from start of year until retired on 12 October 2021	Elected by members
10	Mr N Patel	Co-Chair	Acted from start of year until retired on 12 October 2021	Elected by members
11	Mrs K Spark	Executive Head teacher	Acted for whole year	Automatic appointment under the PTA constitution
12	Mrs S Owen	Treasurer	Acted from start of year until retired on 12 October 2021	Elected by members

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

Name	Dates acted if not for whole year
Not applicable	

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted on 26 February 1991.
How the charity is constituted (eg. trust, association, company)	Unincorporated association.
Trustee selection methods (eg. appointed by, elected by)	<p>Trustees (otherwise known as committee members), with the exception of the head teacher, are elected by members at the Annual General Meeting (AGM) and serve for two years.</p> <p>Retiring committee members are not eligible for re-election until the following year unless the number of vacancies exceeds the number of nominees.</p> <p>The constitution states that the school's head teacher is a member of the PTA's committee.</p>

### 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.

Membership of the Bollin Primary School PTA includes all the parents and guardians of pupils of the school and all teachers at the school.

The charity holds regular committee meetings, which all members are given the opportunity to attend, as well as the AGM which is held during the first half term of the academic year. Subcommittees may be formed by the committee to work on specific events and will report back to the committee.

The PTA works closely with the school; committee meetings are attended by the head teacher (or their representative), school office manager and at least one member of teaching staff.

The charity is a member of Parentkind.

## Section C

## Objectives and activities

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

The object of the charity is to advance the education of pupils in the Bollin Primary School. In furtherance of this object the charity may:

- Develop relationships between the staff, parents and others associated with the school
- Engage in activities which support the school and advance the education of the pupils attending it
- Provide and assist in the provision of facilities for education at the school

### 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)

The charity has continued to provide valuable support to the school with its successful fundraising activities during the year. The events run by the PTA play a key part in maintaining an active community at the school as well as raising funds for the benefit of the education of its pupils.

The trustees declare that throughout their activities they have had regard to the guidance issued by the Charity Commission on public benefit.

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

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

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

The PTA would like to thank all those who contributed their time, energy and expertise in the year. This includes the Chair and other committee members who served during the year, class representatives, teachers and support staff, staff in the school office, and parents.

## Section D

## Achievements and performance

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

The year ended 31 August 2022 was a fantastic year of fundraising activities and community events. While the earlier part of the year continued to be impacted by COVID, the relaxation of restrictions meant we were able to resume activities through the period.

Many families supported a sponsored 10k walk/run. This raised over £7,000 to invest in books and facilities.

Cake sales were held throughout the year, raising £3,000 to support class activities and materials.

Resumed events post COVID included discos, Christmas fair, the school's first Summer circus, curry and quiz night and summer camp.

While the 50th Anniversary Ball was cancelled due to COVID, we were delighted to be able to hold a 2022 Summer Ball, which included additional fundraising activities such as an auction of donated prizes.

The PTA continued to participate in EasyFundraising and AmazonSmile schemes, which contributed £1,700 of receipts in the period.

The net proceeds raised in the year totalled over £24,000. This included £8,765k of payments related to the Ball cancelled in previous periods due to COVID. Excluding these, the net amount raised was £33,000, a huge achievement given the ongoing COVID restrictions during the year.

The PTA's contributions to Bollin Primary School totalled approximately £22,000. This included significant investment in the library (£11,000) and playground facilities (£3,000), as well as class contributions from cake sales (£3,000). Support for the school also includes Year 6 leavers activities funded through specific fundraising and a PTA contribution.

## Section E

## Financial review

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

The charity does not have a formal policy on reserves, which the trustees consider to be appropriate given the size and nature of the organisation. However, the Treasurer ensures that sufficient money is retained in the bank accounts to fund forthcoming floats and expenses for events and any committed donations to the school.

### Details of any funds materially in deficit

Not applicable.

### 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.

Details of sources of funds and expenditure can found in Section D above.

Cash at bank and held in cash at 31 August 2022 was £31,825, providing a significant carry forward position to support the School in the coming 2022/23 year.

## Section F Other optional information

Not applicable.

## Section G Declaration

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Helen Cochrane	Sandra Pickford
<b>Full name(s)</b>	Helen Cochrane	Sandra Pickford
<b>Position (eg Secretary, Chair, etc)</b>	Co-Chair	Treasurer

**Date** 27 June 2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

The Bollin School Parent-Teacher Association 1003172

## Receipts and payments accounts

CC16a

For the period from 1 September 2021 to 31 August 2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fundraising events taking place during the year	38,217	-	-	38,217	7,235
Voluntary donations, grants and sponsorship	9,287	-	-	9,287	4,473
Interest on cash deposits	5	-	-	5	1
Fundraising events postponed/cancelled due to Covid-19	-	-	-	-	704
Charitable activities - support for Bollin Primary School	2,157	-	-	2,157	3,373
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>49,665</b>	<b>-</b>	<b>-</b>	<b>49,665</b>	<b>15,786</b>
<b>A2 Asset and investment sales</b>					
N/a	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>49,665</b>	<b>-</b>	<b>-</b>	<b>49,665</b>	<b>15,786</b>
<b>A3 Payments</b>					
Costs of fundraising events taking place during the year	14,675	-	-	14,675	472
Costs of fundraising events cancelled due to COVID	8,765	-	-	8,765	765
Costs of generating voluntary donations	-	-	-	-	-
Other expenses	218	-	-	218	123
Charitable activities - support for Bollin Primary School	21,933	-	-	21,933	6,877
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>45,591</b>	<b>-</b>	<b>-</b>	<b>45,591</b>	<b>8,237</b>
<b>A4 Asset and investment purchases</b>					
N/a	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>45,591</b>	<b>-</b>	<b>-</b>	<b>45,591</b>	<b>8,237</b>
<b>Net of receipts/(payments)</b>	<b>4,074</b>	<b>-</b>	<b>-</b>	<b>4,074</b>	<b>7,549</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>27,730</b>	<b>-</b>	<b>-</b>	<b>27,730</b>	<b>20,181</b>
<b>Cash funds this year end</b>	<b>31,804</b>	<b>-</b>	<b>-</b>	<b>31,804</b>	<b>27,730</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>	Cash at bank - current account	1,023	-	-
	Cash at bank - deposit account	29,750	-	-
	Cash in hand - floats	1,032	-	-
	<b>Total cash funds</b>	<b>31,804</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>	N/a	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

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

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

Signature	Print Name	Date of approval
S. Pickford	Sandra Pickford	27-Jun-23



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
The Bollin School Parent Teachers Association

**On accounts for the year  
ended**

31 August 2022	<b>Charity no (if any)</b>	1003172
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**Set out on pages**

1-2

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 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:** Sarah Eglin

**Date:** 28/06/2023

**Name:** Sarah Eglin

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

Chartered Accountant (ICAEW)

**Address:**

28 Clarence Road, Hale, WA15 8SF

**Section B**

**Disclosure**

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.**

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