



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day 01	Month 08	Year 2022	<b>To</b>	Day 31	Month 07	Year 2023

## Section A Reference and administration details

Charity name

Theydon Bois County Primary School Parent Teacher Association

Other names charity is known by

"The PTA"

Registered charity number (if any)

1004330

Charity's principal address

Theydon Bois Primary School, Orchard Drive,

Theydon Bois, Essex

Postcode

CM16 7DH

### 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	Kim Williams			PTA committee
2	Hannah Williams	Treasurer		PTA committee
3	Andries Rall	President		PTA committee
4	Alison Dawkes		From 13/10/2022	PTA committee

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

Name	Dates acted if not for whole year
N/A	

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

Type of adviser	Name	Address
N/A		

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

N/A

## 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)

Association

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

Trustees are proposed and seconded from the pool of volunteer parents and staff members who give up their time for the PTA.

### 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.

N/A

## Section C Objectives and activities

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

To enhance the experience of children attending Theydon Bois Primary 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)**

In setting our objectives and planning our activities, our Trustees have given careful consideration to the Charity Commission's general guidance on public benefit. The primary aim of the PTA is to fund the purchase of equipment and activities that enhance the lives of children at the school.

One of the school's objectives to ensure that all children can swim unaided by the time that they leave – the activities of the PTA ensure that the school swimming pool is regularly maintained.

As well as maintaining the pool, we have purchased a number of items for the benefit of the children including IT equipment and books.

We also hold a range of activities, which allow children and parents to socialise with their peers – for example, the kids' Halloween disco and the quiz night evenings. The wider community also benefits from our fireworks' night.

**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 school identifies where there are needs that can be met by the PTA. The teacher representatives then bring those proposals to committee meetings and the PTA committee then decide whether to fund the item or event based on the benefit to the pupils and the wider community.

**Section D Achievements and performance**

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

Our net fundraising for the period (fundraising income minus fundraising expenses) remains good. We have made numerous purchases this year, which means that, overall, we have around £1K less in the bank, but the purchases have been beneficial to the school.

As always, we feel a key achievement is the hard work of the teachers, the committee and the supporting volunteers.

**Section E Financial review**

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

A level of cash reserves is maintained in order to be able to respond to any emergency repairs that may become necessary in relation to the swimming pool.

We are always mindful when making purchases, to leave an amount in the bank account to cover unexpected expenses.

**Details of any funds materially in deficit**

None

**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.

Sources of funds include the following:

- Events (Halloween disco, quiz, fireworks' night).
- Ad hoc and regular donations or matched funding.

Spending has included (all of which benefit the pupils):

- Maintenance of the swimming pool.
- Books.
- Play equipment
- Coach for school trip.

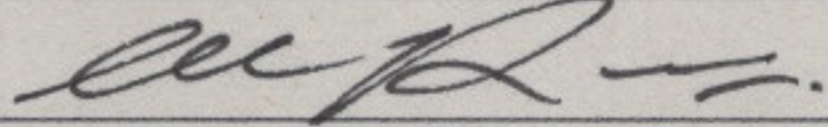
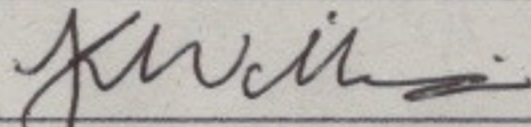
**Section F Other optional information**

N/A

**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)	A.C. RALL	KIM WILLIAMS
Position (eg Secretary, Chair, etc)	PRESIDENT / MT	TRUSTEE DEPUTY HEADTEACHER
Date	9.10.2023	10.10.2023



Charity Name Theydon Bois County Primary School PTA		No (if any) 1004330	<b>CC16a</b>
<b>Receipts and payments accounts</b>			
For the period from	Period start date 01.08.2022	To	Period end date 31.07.2023

**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>					
Parent-managed funds - Fundraising income	21126	741	-	21868	30970
Interest	67	-	-	67	2
School-managed funds - Income	17657	5002	-	22659	27265
	-	-	-	0	0
	-	-	-	0	0
	-	-	-	0	0
	-	-	-	0	0
<b>Sub total (Gross income for AR)</b>	<b>38850</b>	<b>5743</b>	<b>-</b>	<b>44594</b>	<b>58237</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	0	-
	-	-	-	0	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>-</b>
<b>Total receipts</b>	<b>38850</b>	<b>5743</b>	<b>0</b>	<b>44594</b>	<b>58,237</b>
<b>A3 Payments</b>					
Fundraising expenditure	9270	0	0	9270	9,205
Swimming pool repairs, maintenance and changing room	0	9806	0	9806	1,504
Events for the children	1815	0	0	1815	1,650
Books	3297	0	0	3297	-
Other expenses (insurance / accountancy)	151	0	0	151	116
IT equipment purchase	0	0	0	0	1,368
Play equipment	1256	-	0	1256	-
School-managed funds - payments	5121	1773	0	6894	32,963
Outdoor kitchen	13273	-	0	13273	-
<b>Sub total</b>	<b>34184</b>	<b>11579</b>	<b>0</b>	<b>45763</b>	<b>46,806</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	0	-
	-	-	-	0	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>-</b>
<b>Total payments</b>	<b>34,184</b>	<b>11,579</b>	<b>-</b>	<b>45,763</b>	<b>46,806</b>
<b>Net of receipts/(payments)</b>	<b>4,666</b>	<b>- 5,836</b>	<b>-</b>	<b>-1,169</b>	<b>11,430</b>
A5 Transfers between funds	-	-	-	0	-
A6 Cash funds last year end	46,456	5,140	-	51,596	40,165
<b>Cash funds this year end</b>	<b>50,426</b>	<b>-</b>	<b>-</b>	<b>50,426</b>	<b>51,596</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 balances	50,426	-	-
	Petty cash	-	-	-
		-	-	-
	<b>Total cash funds</b> (agree balances with receipts and payments account(s))	50,426	-	-

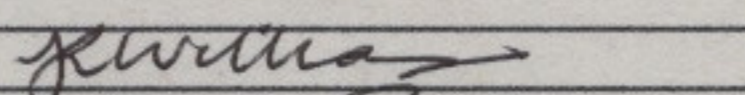
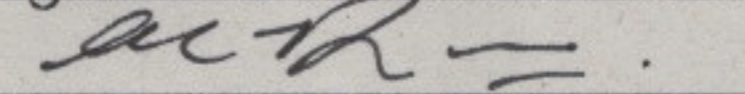
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	Details	Fund to which	Amount due	When due
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	KIM WILLIAMS	10.10.2023
	ANDRIES RALL	10.10.2023



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Theydon Bois County Primary School PTA

**On accounts for the year  
ended**

31/7/23

**Charity no  
(if any)**

1004330

**Set out on pages**

1-2

--2(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2023

**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:**

*Fiona Sagoo*

**Date:**

30/6/24

**Name:**

Fiona Sagoo

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

ACA (ICAEW)

**Address:**

39 Woodland Way

Theydon Bois

Essex CM16 7DY

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.**

