



## The Tunbury School Association (TSA) Annual General Meeting Thursday 22<sup>nd</sup> September 2022, 8pm

### CO-CHAIR REPORT

#### School Community

The TSA is a registered charity dedicated to raising funds for Tunbury Primary School so that our children's learning and surroundings can be further enhanced outside of any authority budgets. The money we raise is spent on equipment, resources and experiences that benefit the school and its pupils. Funds raised by the TSA are intended to provide 'extras' not already provided by the school's main income, and we strive to support ways to make learning more interesting and exciting. We aim to provide equitable funding throughout the school to support each child's learning journey whilst facilitating their physical, psychological and social development.

We welcome all parents to become involved with the school community to help enrich the lives of our children. We are all very passionate volunteers who enjoy being part of the TSA and are very grateful for any support received from Tunbury parents and staff. We continually seek new volunteers and fresh ideas, so any contributions are greatly appreciated

#### 2021/2022 TSA Review

The TSA has had a good year fundraising after a 2 year restriction due to covid, which has generated approximately £11,263. This is a fantastic amount of money and a true reflection of those affiliated with this charity.

Key highlights of the year include:

- Christmas card project - we ordered in time for the early bird discount, which saw us have a commission amount of £921.
- Our annual Fireworks Spectacular was one of our main events with an attendance higher than previous years. It generated a profit of £6,117 with many families still regarding it as their favourite event of the year. Although we did struggle with the number of volunteers both parents and staff, yet we still had the great Tunbury community atmosphere on the evening.
- Water bottle challenge was a success, with the winning classes receiving £50 to spend on classroom equipment. This raised a great total of £1,499.
- The present rooms continued to be a hit with many pupils and the Christmas, Mother's Day and Father's Day events made a combined profit of £1,888.

- The summer fair was a great day, everyone who came had a lovely time and we managed to raise £1,074. There was a significant lack of volunteers for this event, before and on the day which saw a smaller amount of TSA stalls.
- Our last event of the year, the family picnic, was run as a donation to the Tunbury community and not as an income generating event. Its purpose was to say thank you to the parents, children and staff for all their support throughout the year and was an opportunity for new reception families to be welcomed to the school. The weather was much kinder this year and it was great to see so many families enjoying the fun.
- The pantomimes, only raised £248 as not all tickets sold, the Easter elf hunt and non-uniform days added to the profits and were easier events to organise.
- The website, run by Cath is a fantastic tool for marketing and payment for events.

This year the money raised by the TSA has enabled us to agree funding for some great learning experiences and resources including; murals, mosaic for the Queen, the Christmas panto, Forest School area, updated the quadrant, furniture for the quiet area on the playground, year 6 autograph books and a donation to the year 6 prom.

### **Thank you from the Chairs**

Sarah and I continue to be very proud to be affiliated with such a fun and hard working PTA. The success of the TSA events would not have been possible without the core members who have dedicated such a large amount of their time. We would personally like to thank Jennie Harwood, Marie Carter, Zoe MacDonald, Rachael Bartlett, Lisa

Bond, Sharon Warner, Marion Cogger, Catherine Hughes, Robin How and Sarah Barr who undertake a variety of roles within the TSA.

Paula French has continued to provide us with some fantastic newsletters and leaflets.

The wider circle of volunteers, parents and staff, has significantly reduced this year compared to previous years pre Covid. We need to try to get a volunteer up take for events going forward, as we will not be able to the big events such as Fireworks, Christmas fair, Summer fair.

In addition to the committee and parent volunteers we would like to thank all the staff at Tunbury who have given up their time to support the events this year. In particular, the site manager Paul, Lily and Alison in the school office, they have been very supportive and accommodating with our requests throughout the year. Head Teacher Mrs Austin with all her help and support she gives the TSA, Deputy Head Mr Taylor for his help with our events.

Our aim for the TSA this year was to organise a variety of fun filled events, for all ages to enjoy and make up for the last 2 years of Covid restrictions whilst raising valuable funds for the children of Tunbury. It has always been important for us to help create a real sense of community within Tunbury, and work with the staff to achieve this.

With the start of a new school year we need to recruit volunteers, parents to join the TSA committee in order to help us put on as many events as we can. As it stands now we just don't have enough support to run these events, which is a great shame as it will affect the funds we raise for the children of Tunbury School.

Thank You

Sarah Mingozi and Claire Pryer (TSA Co-Chairs)



# TUNBURY SCHOOL ASSOCIATION

## TSA AGM

Thursday 22nd September 2022

Tunbury Primary School

Registered Charity No. 1005560

Treasurers Report from Marie Carter

Financial year ending 31 August 2022

Opening Bank Balance 01/09/2021	18,184
Closing Bank Balance 31/08/22	28,096
Difference	9,912
Paid expenses carried forward to 22/23 Events	1,351
Check	11,263

## Income Statement

<b>Total Income</b>	<b>£30,340</b>
Events 20/21	£693
Events 21/22	£29,351
Partnerships & Sponsorship	£297
<b>Total Expenses</b>	<b>£19,077</b>
Events 21/22	£15,464
Admin	£409
Purchase of Assets	£688
Donations	£2,516
<b>Net Income</b>	<b>£11,263</b>
20/21 Events	£693
21/22 Events	£13,886
Other inc Donations to School	-£3,317

## Balance Sheet

<b>Total Assets</b>	<b>£30,135</b>
Tangible Assets	£ 688
Current Bank Balance	£ 28,096
Cash In Hand	£ -
Paid expenses carried forward to 22/23 Events	£ 1,351
<b>Total Liabilities</b>	<b>£18,810</b>
Refund for ticket sales from cancelled event	£27
Invoices for 22/23 Events	£5,483
Running costs for 22/23 Events	£4,000
Outstanding Funding Requests	£9,300
<b>Net Current Assets / Liabilities</b>	<b>£11,325</b>
<b>Available Cash For Future School Donations</b>	<b>£9,285</b>

- **Net income** for FY 21/22 was **£11,263**
- Total income is generated from events 21/22 events such as Fireworks, Present Rooms, Fairs - further breakdown provided on next page . As well as an outstanding income from 20/21 events not realised last year and other income from Partnerships & Sponsorships
- Total expenses include event reimbursed expenses for stock/goods and invoices for services. We incurred admin costs for insurance, subscriptions, fees and flyers, purchased new assets and donated money to the school to fund a few projects as well as the usual annual donation for Yr6 prom and autograph books
- We also made deposit payments for invoices for FY 22/23 recorded in the Asset section
- Although we have £28,096 in the TSA bank account, we have some outstanding liabilities for future booked events, expenses we anticipate to incur for fundraising in 22/23 and approved donations not yet paid which reduces the amount available to spend
- The **cash available** for future school donations is **£9,285** and this excludes tangible assets



## Events 21/22

Event Name	Income	Expenses	Net Income	Notes
Fireworks 2021	£12,632	£6,515	£6,117	
Rock N Roll Bingo 2021	£0	£5	£-5	Event Cancelled, expense is for flyer
Christmas Fair 2021	£1,168	£320	£848	
Xmas Present Room 2021	£2,018	£959	£1,059	
Xmas Card Project 2021	£2,601	£1,681	£921	
Panto 2021	£1,548	£1,300	£248	
Carol Refreshments 2021	£218	£81	£137	
Elf Trail 2021	£122	£142	£-19	Incurred iZettle Fees
Mothers Day Present Room 2022	£1,382	£623	£758	
Easter Bunny Hunt 2022	£392	£245	£147	
Race Night 2022	£27	£65	£-38	Event cancelled, refund outstanding, expenses incurred
Fathers Day Present Room 2022	£880	£810	£71	
Water Bottle Challenge 2022	£1,924	£425	£1,499	
Summer Fair 2022	£2,841	£1,767	£1,074	
Donuts 2022	£169	£56	£113	
Jubilee Party 2022	£282	£100	£182	
Family Picnic 2022	£166	£370	£-204	TSA funded event, therefore expected to run at a loss
Dare to be different 2022	£473	£0	£473	
Own Clothes Day 2022	£507	£0	£507	
<b>Total</b>	<b>£29,351</b>	<b>£15,464</b>	<b>£13,886</b>	

## Summarised Events 21/22 For Annual Report

Event Name	Income	Expenses	Net Income	Notes
Fireworks 2021	£12,632	£6,515	£6,117	
Xmas Card Project 2021	£2,601	£1,681	£921	
Water Bottle Challenge 2022	£1,924	£425	£1,499	
Present Rooms (x3)	£4,280	£2,392	£1,888	Christmas, Mothers Day and Fathers Day
Summer Fair 2022	£2,841	£1,767	£1,074	
Panto 2021	£1,548	£1,300	£248	
Family Picnic 2022	£166	£370	£-204	TSA funded event, therefore expected to run at a loss
Other	£3,358	£1,014	£2,344	
<b>Total</b>	<b>£29,351</b>	<b>£15,464</b>	<b>£13,886</b>	

- This year, we raised £13,886 through events. We donated £2,516 to school projects, received some income via partnerships & sponsorship and incurred admin expense, we also had to purchase new assets leaving us with a net income of £11,263 from our fundraising activities



**Independent Examiner's Review**  
**The Tunbury School Association (TSA)**

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Phone Number: 07951120311

Email: [treasurer@thetunburyschoolassociation.com](mailto:treasurer@thetunburyschoolassociation.com)

Website: <https://www.pta-events.co.uk/tunbury/>

Registered Charity No.: 1005560

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Name: Margarita Galvin

Address: 108 Cudham Drive

City & Postcode: Croydon, CR0 0LW

Email: [margarita.philippou@hotmail.co.uk](mailto:margarita.philippou@hotmail.co.uk)

Date: 13th October 2024

To Whom It May Concern,

I have reviewed the financial statements of The Tunbury School Association for the period 01 September 2021 to 31 August 2022. My review was conducted in accordance with generally accepted principles applicable to the preparation and presentation of financial information.

#### Scope of Review

The review included examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The review did not constitute an audit or a full assurance engagement. As such, my procedures were limited in scope and were primarily focused on analytical procedures and discussions with the Treasurer.

#### Materiality and Limitations

This statement is made subject to the inherent limitations of a review, which provides a lower level of assurance than an audit. I have considered the concept of materiality in my review, and I have not conducted a full audit, nor have I verified all transactions and balances.

#### Conclusion

Based on my review, I have not noted any material misstatements that would lead me to believe that the financial statements do not present a fair and accurate view of the financial position of The Tunbury School Association as of 31 August 2022 within the materiality limits set out in the context of this review.

Sincerely,

Margarita Galvin

A handwritten signature in black ink, consisting of a circle with a vertical line through it and a horizontal line across the middle, resembling a stylized 'M' or 'G'.

Signature \_\_\_\_\_

Date 13/10/2024 \_\_\_\_\_