

# **Trustees' Annual Report for Juniper Hill PTA**

## **For the year ended 31st July 2023**

### **Reference and Administrative Details**

*Charity Name:* Juniper Hill Parent Teacher Association (PTA)

*Charity Registration Number:* 1012841

*Principal Address:* Juniper Hill School, Churchill Close, Flackwell Heath, HP10 9LA

### **Trustees and PTA committee Members:**

- Penny Drayton (Chairperson)
- Katie Havard (Vice Chairperson)
- Nicola Repath (Treasurer)
- James McNicol (Secretary & Trustee)
- Troy Emery (Trustee)
- Chris Smith (Trustee)

### **Independent Examiner:**

- Nancy Bell (CIMA)

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

#### **Governing Document:**

Juniper Hill PTA is governed by a constitution and the charity is registered with the Charity Commission.

#### **Appointments:**

Trustees and committee members are elected annually at the Annual General Meeting (AGM).

#### **Organisational Structure:**

The PTA is managed by the committee which consists of elected officers and trustees. Sub-committees are formed for specific events and activities.

### **Objectives and Activities**

#### **Charitable Objectives:**

The objectives of Juniper Hill PTA are to advance the education of the pupils in the school by providing and assisting in the provision of facilities not required to be provided by the education authority.

### Main Activities and Achievements during the year:

- Fundraising Events: Successfully organised several fundraising events including the annual summer fair, Christmas Fair, and Bingo night.
- Purchases and Donations: Helped fund the purchase of a new school minibus, funded murals in and around the school and paid for outdoor benches.
- Community Engagement: Strengthened community ties by hosting family-oriented events and collaborating with local businesses for sponsorship and donations.

### Achievements and Performance

#### Review of Activities:

This year, the PTA has had a particularly successful year, raising a total of **£29,301** through various fundraising initiatives. These funds have been used to enhance the educational experience of the pupils at Juniper Hill.

#### Financial Review:

The PTA's financial health remains strong with a closing balance of **£45,262** at year-end. Detailed financial statements are provided in the attached financial report.

### Plans for the Future

#### Future Activities:

In the coming year, the PTA plans to continue its efforts in fundraising and community engagement. Key projects include the funding of an intervention cabin in the school grounds.

#### Strategic Goals:

- Increase parent and community involvement in the PTA's activities.
- Explore new fundraising opportunities.
- Continue to support the school in providing enriching educational experiences for all pupils.

### Trustees' Responsibilities Statement

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations. The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

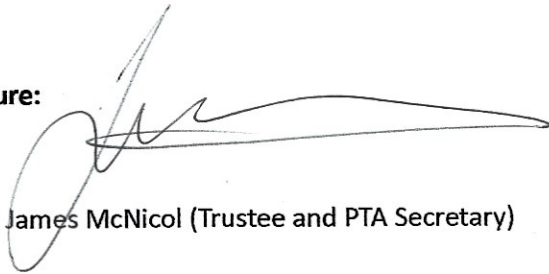
- Select suitable accounting policies and apply them consistently.
- Observe the methods and principles in the Charities SORP.

- Make judgments and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on 19<sup>th</sup> July 2024 and signed on their behalf by:

**Signature:**

A handwritten signature in black ink, appearing to be 'James McNicol', written over a horizontal line. The signature is cursive and extends to the right.

**Name:** James McNicol (Trustee and PTA Secretary)

**Date:** 19<sup>th</sup> July 2024

## JUNIPER HILL PTA FINANCIAL SUMMARY 2022/23

NET FUNDS RAISED: EVENT	22/23	21/22	20/21
Juniparty	10,022	-	-
Donations	6,427	2,240	4,925
Fireworks	4,122	6,709	-
Xmas Fayre	3,222	3,183	1,499
Discos	792	1,192	-
Legoland	646	1,084	1,902
Xmas Cards	585	964	976
Halloween Hunt Maps	554	661	755
RnR Bingo / Quiz night	519	1,940	-
Amazon Smile	507	388	329
100 Club	454	523	1,036
Treat Sales	390	183	537
Uniforms	296	476	65
Gala	-	791	-
Bags2School	170	473	282
Big Camp Out	-	416	-
Sponsorship	-	350	350
Wooburn Fair	-	224	-
Raffles	-	148	703
Easy Fundraising	56	121	124
Party Pack Hire	50	50	665
Matchfunding	-	58	35
Tea Towels	-	-	679
Halloween Bags	-	-	470
Poetry Prints	-	-	286
World Book Day / Readathon	-	-	1,037
Other (stalls, lottery, ink recycling)	490	146	606
<b>TOTAL FUNDS RAISED:</b>	<b>29,301</b>	<b>22,320</b>	<b>17,259</b>

## JUNIPER HILL PTA FINANCIAL SUMMARY 2022/23

### FUNDS DISTRIBUTED:

Minibus	12,000		
Murals	4,400		
Outdoor benches	1,300		
Playground Contribution		-	10,000
Library Contribution		-	596
Other	37	-	-
Central Costs	724	328	233
Year 6 EOY	602	447	500
Friday Treat		128	60
School Payments		-	134

<b>TOTAL FUNDS DISTRIBUTED:</b>	19,063	904	11,523
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Net Funds Surplus/ (Deficit)	10,238	21,416	5,736
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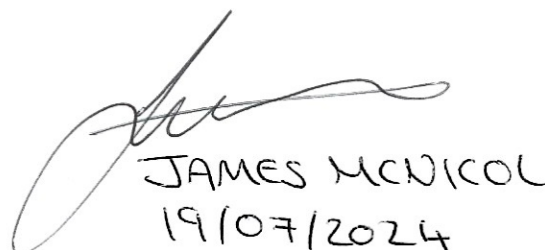
## JUNIPER HILL PTA CASH BALANCES 2022/23

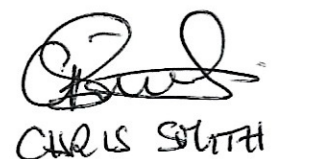
### CASH BALANCES:

Opening Funds balance	34,134	12,844	7,519
Interest Earned	244	10	1
Prepayments / Accruals	346	(136)	(412)
Net Funds Surplus/ (Deficit)	10,238	21,416	5,736
Float	300	-	-
Closing Funds balance	45,262	34,134	12,844

SIGNED BY TRUSTEES:

  
TROY EMERY  
19/07/2024

  
JAMES MCNICOL  
19/07/2024

  
CHRIS SMITH  
19/07/2024

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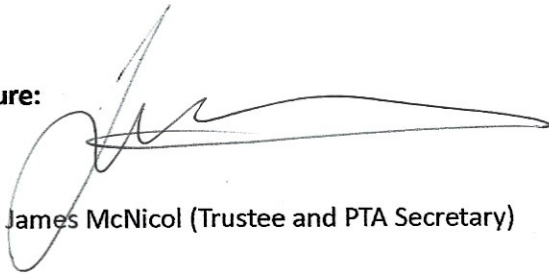
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**Signature:**

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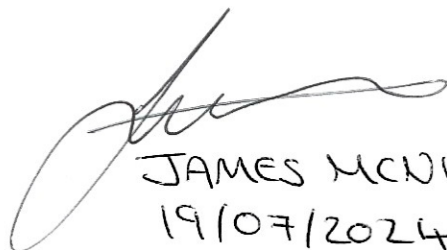
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19/07/2024



JAMES MCNICOL  
19/07/2024



CHRIS SMITH  
19/07/2024

## **Independent examiner's report to the trustees of Juniper Hill Parent Teacher Association (PTA)**

I report to the trustees on my examination of the accounts of Juniper Hill PTA for the year ended 31<sup>st</sup> July 2023.

### **Responsibilities and basis of report**

As the charity trustees of the PTA, 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 PTA'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed: *Nancy Bell*

Name: Nancy bell

Relevant professional qualification or membership of professional bodies (if any): CIMA

Address: 13 Hill View, Headington, Oxford, OX3 8EB

Date: 30<sup>th</sup> July 2024