



Trustees' Annual Report for the period

From	Period start date	To	Period end date
	01 08 2021		31 07 2022



Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Bowdon Church School
Grange Road
Bowdon
Postcode WA14 3EX

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	Amanda Herrington Chair			AGM
2	Kirsty Gallagher	Treasurer		AGM
3	Amy Unwin	Secretary		AGM
4	Sarah Nunn	Trustee		AGM
5	Hayley King	Trustee		AGM
6	Simone Wilson	Trustee		AGM
7	Louise Chesher	Trustee		AGM
8	Amanda Castle	Trustee		AGM
9	Faye Conway-Bell	Trustee		AGM
10	Gemma Halsall	Trustee		AGM
11	Jennie Lucas	Trustee		AGM
12	Caroline Royle	Trustee	01.08.21 – 01.12.21	AGM
13	Sarah Williamson	Trustee		AGM
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)		
Name	Dates acted if not for whole year	

Names and addresses of advisers (Optional information)		
Type of adviser	Name	Address

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

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Description of the charity's trusts	
Type of governing document <i>(eg. trust deed, constitution)</i>	Constitution
How the charity is constituted <i>(eg. trust, association, company)</i>	Association
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Nominated, seconded, voted for at AGM
Additional governance issues (Optional information)	
<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>Bowdon Church School PTA works closely with the school and the head teacher or her representative, plus at least one member of teaching staff aims to attend committee meetings.</p> <p>The charity is a member of Parentkind (formerly known as PTA UK).</p> <p>The charity holds regular committee meetings, as a minimum once a term. Subcommittees may be formed by the committee to work on specific events / activities & will report back to the committee.</p> <p>We would like to heartily thank all those volunteers who have made it possible to carry out our activities this year.</p>

Summary of the objects of the charity set out in its governing document	
Summary of the objects of the charity set out in its governing document	<p>The object of the Association is to advance the education of pupils in the school in particular by:</p> <p>Developing effective relationships between the staff, parents and others associated with the school;</p> <p>Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.</p>
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)	<p>Development of staff & school / parent relationships</p> <p>During a typical year, the PTA will:</p> <ul style="list-style-type: none"> • attend the new reception intake introduction mornings and Christmas nativities to serve coffees and teas, and to give new parents a chance to meet each other; • run a Christmas and Summer Fair, which aims to raise funds for the school whilst also increasing commitment and familiarity with the school families and the local community. The staff always play a key role in supporting these events, volunteering their time alongside that of parents; • hold a ball to which parents and teachers are invited. Funds are raised through ticket sales, raffles, and an auction. <p>The PTA aims to make all its activities accessible to everyone in the school.</p> <p>The trustees declare that they have throughout their activities, had regard to the guidance issued by the charity commission on public benefit.</p>
Additional details of objectives and activities (Optional information)	
The PTA would like to recognised Amanda Herrington, who has now	

<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • policy programme related investment; • contribution made by volunteers. 	<p>stepped down (from 31 July 2022), for her outstanding service to the PTA and thank her for the support, guidance and contribution made during her time on the PTA.</p> <p>The PTA would, in addition, like to recognise the service of Sarah Williamson and Caroline Royle for their many years of support of the PTA.</p>
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<p>Summary of the main achievements of the charity during the year</p>	<p>The PTA was able to raise funds for the school through a number of events as shown below:</p> <table border="0"> <thead> <tr> <th style="text-align: left;">Event</th> <th style="text-align: right;">Net profit £</th> </tr> </thead> <tbody> <tr> <td>Tea towel sale</td> <td style="text-align: right;">293</td> </tr> <tr> <td>Winter Ball</td> <td style="text-align: right;">17,736</td> </tr> <tr> <td>Easy fundraising and amazon smile</td> <td style="text-align: right;">317</td> </tr> <tr> <td>Summer and Winter fairs</td> <td style="text-align: right;">846</td> </tr> <tr> <td>Donations</td> <td style="text-align: right;">20</td> </tr> <tr> <td>TOTAL Fundraising NET</td> <td style="text-align: right;">19,212</td> </tr> </tbody> </table> <p>The Winter Ball is the largest event the PTA organise, post pandemic there have been limitations with regards to the PTAs ability to organise large scale events due to restrictions. This has seen a noted reduction in the fundraising potential of the PTA over the last few years.</p> <p>However, events have been held where possible and compliant with all government guidance.</p>	Event	Net profit £	Tea towel sale	293	Winter Ball	17,736	Easy fundraising and amazon smile	317	Summer and Winter fairs	846	Donations	20	TOTAL Fundraising NET	19,212
Event	Net profit £														
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Summer and Winter fairs	846														
Donations	20														
TOTAL Fundraising NET	19,212														

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Brief statement of the charity's policy on reserves	The charity does not have a policy on reserves, but the treasurer looks to maintain enough money in the bank accounts to fund all forthcoming expenses and floats and expenses for events, and any commitments to donations to the school. At no point in the year was the account overdrawn. The PTA has a deposit account to enable it to earn interest on reserves. See the Financial Report for bank balance details.
Details of any funds materially in deficit	n/a
Further financial review details (Optional information)	
<p>You may choose to include additional information, where relevant about:</p> <ul style="list-style-type: none"> • 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. 	

Section F Other optional information	
<p>The PTA would like to thank all parents / family members and school staff for their assistance during the year.</p>	

The trustees declare that they have approved the trustees' report above.	
Signed on behalf of the charity's trustees	
Signature(s)	Hayley King
Full name(s)	HAYLEY KING
Position (eg Secretary, Chair, etc)	CHAIR / TRUSTEE
Date	19/05/23

Receipts and payments accounts

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For the period from	01/08/2021	To	31/07/2022
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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 £
A1 Receipts					
Fundraising - Summer/Christmas Fairs	2,342	-	-	2,342	-
Fundraising - Winter Ball	39,855	-	-	39,855	-
Fundraising - PopUp Circus	-	-	-	-	-
Fundraising - other events	1,100	-	-	1,100	1,121
Co-op community fund	-	-	-	-	-
Commission - (EFR, Amazon Smile)	317	-	-	317	192
Interest Received	13	-	-	13	2
	-	-	-	-	-
Sub total (Gross income for AR)	43,627	-	-	43,627	1,315
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	43,627	-	-	43,627	1,315
A3 Payments					
PTA expenditure - Summer and Winter Fairs	1,496	-	-	1,496	-
PTA expenditure - Winter Ball	22,119	-	-	22,119	-
PTA expenditure - Other Events	787	-	-	787	495
School expenditure - Outdoor Environment/MUGAs	-	-	-	-	-
School expenditure - Outdoor learning	223	-	-	223	-
School expenditure - Creative Space	-	-	-	-	-
PTA expenses/insurance	128	-	-	128	543
School expenditure - Y6 leavers party	294	-	-	294	240
Charitable donations	3,810	-	-	3,810	346
PTA expenditure - movement in petty cash	-	-	-	-	-
	3	-	-	3	824
Sub total	28,859	-	-	28,859	2,448
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	28,859	-	-	28,859	2,448
Net of receipts/(payments)	14,768	-	-	14,768	1,133
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,463	343	-	28,806	29,941
Cash funds this year end	43,231	343	-	43,574	28,808

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 £
B1 Cash funds	Bank	43,231	343	-
	Cash		-	-
		-	-	-
	Total cash funds	43,231	343	-

(agree balances with receipts and payments account(s))

OK	Unrestricted funds to nearest £	OK	Restricted funds to nearest £	OK	Endowment funds to nearest £
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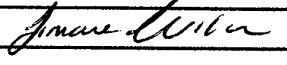
Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

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

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

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	SIMONE WILSON	19/05/23

Bowdon Church School PTA
Independent Review of Accounts and Report
For Year Ending 31.07.2022

Cofie LTD
 Expert Accountants

Name of Charity	Bowdon Church School PTA
Charity Number	1012844
Date of Review	31st March 2023
Audit Completed by	Johnathan Akinyemi, (FCCA, Msc, GradCG) <i>Johnathan Akinyemi conducted this audit. Johnathan is a Fellow and member in practice with the Association of Chartered Certified Accountants and has an Msc in Accounting and Finance. He is also a Graduate of the Chartered Governance Institute and has completed the Chartered Governance Institute's Certificate in Academy Governance.</i>

Statement of Income and Expenditure for Year Ending 31.07.2022

Income	2022	2021	2020
Co-Op Community Fund	£0.00	£0.00	£1,349.98
Easy Fundraising and Amazon Smile	£317.36	£192.07	£433.27
Fundraising Other	£227.22	£380.90	£1,127.88
Interest Income	£12.53	£2.34	£314.32
Nativity DVD	£0.00	£0.00	£1,370.00
Summer Fair Income	£2,341.70	£0.00	£0.00
Tea Towels Income	£1,080.00	£740.00	£0.00
Winter Ball Income	£39,855.02	£0.00	£29,260.00
Winter Fair Income	£0.00	£0.00	£7,174.00
Total Income	£43,833.83	£1,315.31	£41,029.45
Expenditure			
Audit and Accountancy Fees	£0.00	£420.00	£0.00
Charitable Donations (Made To Charities)	£3,810.00	£346.00	£0.00
Costs-DVD	£0.00	£0.00	£1,257.30
Costs-Tea Towels	£786.60	£495.00	£0.00
Costs Summer Fair	£1,495.50	£0.00	£0.00
Costs Winter Ball	£22,119.27	£0.00	£15,711.13
Costs Winter Fair	£0.00	£824.00	£896.37
Expenditure Isaac's Garden	£0.00	£0.00	£574.54

Cofie LTD
 Expert Accountants

Year Ending 31st July 2022

Bowden Church School PTA

Expenses-Outdoor Environment & MUGAs	£222.59	£0.00	£30,370.00
General Expenses	£294.00	£0.00	£0.00
General PTA Expenses	£0.00	£240.00	£0.00
PTA Insurance	£128.00	£123.00	£122.00
Spending-Outdoor Learning	£0.00	£0.00	£9,354.96
Spending on Creative Space	£0.00	£0.00	£48,404.15
Total Expenditure	£28,855.96	£2,448.00	£106,690.45
Overall in Year Surplus	£14,977.87	£1,132.69	-£65,661.00

Balance Sheet as at 31st July 2022

<u>Balance Sheet as at 31.07.2022</u>	<u>31.07.2022</u>	<u>31.07.2021</u>	<u>31.07.2020</u>
Current Assets			
<i>Cash at Bank and in Hand</i>			
Cash	£210.00	£210.00	£265.00
Current Account PTA	£5,367.75	£5,402.41	£5,657.30
Deposit Account PTA	£38,206.20	£23,193.67	£23,191.33
Total Cash at Bank and in Hand	£43,783.95	£28,806.08	£29,113.63
Total Current Assets	£43,783.95	£28,806.08	£29,113.63
Liabilities			
Total Creditors	£0.00	£0.00	-£769.00
Total Liabilities	£0.00	£0.00	-£769.00
Net Assets	£43,783.95	£28,806.08	£29,882.63
Capital and Reserves			
Surplus Brought Forward	£28,806.08		
In Year Movement	£14,977.87		
Surplus Carried Forward	£43,783.95		

Overview

Bowdon Church School PTA made an in year surplus of £14,977.87 for the year ended 31/07/2022. As a result of this, the charities carry forward surplus as at the 31.07.2022 was £43,783.95. The opening and closing bank and petty cash balance were confirmed by the school and are accurate as per the balance sheet. The charity appears to reconcile the organisation's two bank accounts on a regular basis throughout the year and the reconciliations were up to date and accurate at the time the accounts were prepared and the review was conducted.

The organisation provided a breakdown of all transactions which took place during the financial year which was reviewed during the preparation of this report and it is evident that the school keeps supporting documentation for all income and expenditure going through the school fund account. This was confirmed by the **eight transactions** which were selected for testing during the review process.

A review of the transaction list was conducted to ensure that there were no unusual transactions. No unusual transactions were found. The totals within the income and expenditure were also checked against the transaction list breakdown to ensure that income and expenditure had be accurately categorised.

Independent examiner's report to the trustees of Bowdon Church School PTA

I report to the trustees on my examination of the accounts of the Bowdon Church School for the year ended 31st July 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 s. 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under s. 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; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other

Year Ending 31st July 2022



Bowden Church School PTA

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.

Signed 

Name: Johnathan Akinyemi, FCCA, Msc, GradCG

Address: 8 Nuttall Court, Locking Stumps, Warrington, WA3 7NQ

Date: 27th April 2023