



Trustees' Annual Report for the period

From 01/09/2020
Period end date

Period start date To 31/08/2021

Charity name: BISHOP ROAD PRIMARY SCHOOL PARENTS TEACHERS AND FRIENDS ASSOCIATION

Charity registration number: 1013518

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of pupils of the school and in the provision of facilities for education at the school (not normally provided by the Local Authority).
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Fundraising through the organisation of a variety of events throughout the school academic year, for both children, parents and members of the local community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have regard to the Charity Commission guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by	Para 1.38	We rely on the generous donation of time by parents/carers with children in the school, and the

volunteers		local community and businesses. We would like to place on record our appreciation to all who continue to assist the PTFA to enrich the school environment.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Bishop Road Primary School PTFA runs a large number of events throughout the academic year to raise funds for the school. The events are managed solely by parent/carer volunteers and make a huge contribution by enriching the school environment for the children. Unfortunately, the Covid-19 pandemic and necessary restrictions that the school and community were required to put in place, our fundraising abilities were severely impacted from the beginning of lock down in March 2020 throughout the 2020-21 academic year.</p> <p>It is huge testament to all involved in the PTFA; parents, carers and teachers, who once again proved incredibly resourceful & creative in fundraising whilst restrictions were in place. Of course, nothing would have been possible without the continued generosity of the school community. As such the committee extends a particular heart felt thank you to all volunteers, parents, teachers and others in the community to who supported us even more through what was a very difficult time for all.</p> <p>A summary of events that were able to proceed and the profit they have made for the PTFA in 2020/21 can be found below:</p> <p>Covid 19 Talk</p> <p>To support our parents and carers, the PTFA arranged a virtual talk from children's Psychotherapist, Caroline Hickman. This was delivered via zoom</p>

and was not intended as a major fundraising opportunity. Rather it was an event to offer suggestions for ways to support our children, alleviate anxieties and build resilience, helping them navigate through the uncertain and unsettling Covid-19 times.

Discos

The school disco is held twice a year and continues to be one of the most popular PTFA events for both children and parents. The Discos remained in a virtual setting following the continued restrictions on social gatherings from Covid and brought much enjoyment to the huge number of children who joined in with their year groups at the Zoom discos. These fantastic events raised £1,177 for the PTFA.

Magic Show

It was a challenge to think of new ideas to keep the school community engaged and provide some fun for the children, all missing out on much needed social opportunities during lockdown. The PTFA sourced 'Magic Gareth' and organised on a virtual magic show, also via Zoom like the discos. The shows were very affordable, only £3 per ticket, so as to be as inclusive as possible. They were tailored to different age groups and ran across two separate Friday evenings in December. This raised X for the PTFA.

Quiz Night

Another very popular event which has continued through lock down in the Quiz, although this time slightly adapted due to restrictions and was developed and hosted online by a Bishop Road parent. Parents pit themselves against the intellectual might of some of the Bishop Road faculty's finest to see who keeps bragging rights for the year. A fabulous £475 was raised for the school.

Tea Towels

An annual item which involves children from all classes drawing a picture of themselves which is printed onto a delightful tea towel. These have become very popular as keepsakes and

gifts for family members and has become a hugely important fundraiser for the PTFA. This year sales raised an incredible £3,360.

Christmas Cards

Another popular item where children submit designs for a Christmas card, of which a selection are chosen to be printed. A wonderful contribution of £662 was raised for the school.

Christmas Trees

An amazing effort to furnish the local community with beautiful Christmas Trees whilst raising an absolutely incredible £2,833 in the process. Our volunteers brave the cold and rain (usually) to bring a bit of festive cheer to all those collecting their trees. A huge thank you once again to the team.

Virtual Drinks

The generosity of our collective parents & carers is rarely more evident than in the purchase of a virtual drink of prosecco or beer at various online events through the year. We raise our glasses to all who took part and raised a wonderful £690 for the school.

Trail Guide

This idea was a fabulous gem from a parent of Bishop Road who developed a trail for children to complete during half term. 'The case of the Bishop Road Bell' was a mystery trail, where children had to uncover clues, eliminate suspects and help solve the mystery of the stolen bell. Parents could download the trail for a small fee from the PTFA website. This was hugely popular and some people actually thought the Bishop Road bell had really been stolen. This was such a wonderful innovative idea involving case notes, motives and suspects and was all based around the local school area which meant people could take part in something outdoors.

Pledges

The PTFA continued to pledge the majority of funds raised to support Bishop Road Primary School. Each year the PTFA commit to the ongoing

		<p>enrichment fund, which funds a large number of exciting activities for all the students throughout the school. These enrichment activities include author visits, science shows and even pirates that can do maths! The PTFA more recently has increased its practical support in the classrooms as the school tries to meet tougher budgetary conditions.</p> <p>Pledges</p> <p>The PTFA continued to pledge the majority of funds raised to support Bishop Road Primary School. Each year the PTFA commit to the ongoing enrichment fund, which funds a large number of exciting activities for all the students throughout the school. These enrichment activities include author visits, science shows and even pirates that can do maths! The PTFA more recently has increased its practical support in the classrooms as the school tries to meet tougher budgetary conditions.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The financial position is very healthy, with retained cash funds of £102,607 at the end of the year following the Covid Pandemic, although this does include a large amount of as yet unsettled pledges to the School (paid 2021). Therefore unallocated cash balance stands at £37,650.</p> <p>The committee continues to commit additional resources to the school through the established enrichment programs to support the varied activities the school continue to arrange, albeit it a slightly diminished capacity following the impact of Covid on our fundraising activities.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held in cash across 3 deposit accounts. We always operate a contingency of £5,000.
Amount of reserves held	Para 1.22	£102,607.64
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Other		
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by committee

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	BISHOP ROAD PRIMARY SCHOOL PARENTS TEACHERS AND FRIENDS ASSOCIATION
Other name the charity uses	
Registered charity number	1013518

Charity's principal address	C/O Bishop Road Primary School Bishop Road Bishopston Bristol BS7 8LS

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	Helen Fazakerley	Chair		
2	Jennie Spears	Vice-Chair		
3	Alex Spendley	Joint Treasurer		
4	Sophie Coles	Joint Treasurer		
5	Amanda Nicholls	Secretary		
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information



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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Alex Spendley	Sophie Coles
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Position (eg
Secretary, Chair, etc)

Joint Treasurer	Joint Treasurer
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Date

30/06/2021



Receipts and payments account

For the period from	09/01/2020	To
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Fund raising and other income	27,027	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	27,027	-	-
A2 Asset and investment sales, (see table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	27,027	-	-
A3 Payments			
All payments (including pledges & expenses)	10,957	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total	10,957	-	-
A4 Asset and investment purchases, (see table)			
	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	10,957	-	-
Net of receipts/(payments)	16,070	-	-
A5 Transfers between funds	-	-	-

A6 Cash funds last year end	86,537	-	-
<i>Cash funds this year end</i>	102,607	-	-


Section B Statement of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Lloyds Treasurer	10,078
	Natwest Treasurer	89,121
	HSBC	3,408
	Total cash funds	102,607
	(agree balances with receipts and payments account(s))	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
B5 Liabilities	Details	Fund to which liability relates

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

Signature

Print N



Alex Spe

013518

Accounts

08/31/2021

CC16a



Total funds

Last year

to the nearest £

to the nearest £

27,027	49,660
-	-
-	-
-	-
-	-
-	-
-	-
-	-
27,027	49,660

-	
-	-
-	-

27,027	49,660
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10,957	28,207
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
10,957	28,207

-	
-	
-	-

10,957	28,207
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16,070	21,453
-	-

86,537	65,084
102,607	86,537

the period

Restricted funds

to nearest £

-
-
-
-

OK

Endowment funds

to nearest £

-
-
-
-

OK

Restricted funds

to nearest £

-
-
-
-
-
-

Endowment funds

to nearest £

-
-
-
-
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-

Cost (optional)

-
-
-
-
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Current value (optional)

-
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Cost (optional)

-
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-
-
-
-

Current value (optional)

-
-
-
-
-
-
-
-

Amount due (optional)

-
-

When due (optional)

	-	
	-	
	-	

Name	Date of approval
Sundley	06/27/2022



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Bishop Road Primary School PTFA

**On accounts for the year
ended**

31st August 2021

**Charity no
(if any)**

1013518

Set out on pages

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

1. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 29/06/2022

Name:

David Lake

Relevant professional qualification(s) or body (if any):	AAT
Address:	32 Avon Road, Keynsham, Bristol, BS31 1LP

Section B Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.