



Trustees' Annual Report for the period

From 01/09/2021
Period end date

Period start date To 31/08/2022

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

volunteers		the school, and the 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.</p> <p>A summary of events that were able to proceed and the profit they have made for the PTFA in 2021/22 can be found below:</p> <p>Resilience Talk</p> <p>To support our parents and carers, the PTFA arranged a virtual talk from children's Psychotherapist, Jo McAndrews. This was delivered via zoom 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. This was arranged in partnership with another primary school. Any money from tickets raised was used to pay the speaker.</p> <p>Discos</p> <p>The school disco is usually held twice a year and continues to be one of the most popular PTFA events for both children and parents. The November Disco remained in a virtual setting</p>

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. We were thrilled to revert to two further in-person Disco nights in March and May. These fantastic events raised £3,181 for the PTFA.

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 £2,844.

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 £745 was raised for the school.

Christmas Trees

An amazing effort to furnish the local community with beautiful Christmas Trees whilst raising an absolutely incredible £2,927 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.

With Covid restrictions being lifted during this accounting year we were able to run some further events this year that were not possible last year, they were:

Fireworks

We have an amazing team who manage to organise the most magnificent firework display for the local community and raise funds for the school at the same time. This year they raised £5,280 which is an amazing effort as it was slightly scaled back this year in terms of ticket numbers and offering, to ensure the event felt safer during Covid times.

Ice-creams

During the summer months, when weather is fair, we run a Friday after school ice-cream sale. This continues to be very popular and raised around £1,000.

Inflatables

Great day out for the school community as this team organise giant inflatables for the kids to play on. Numbers were tightly controlled, so this event raised £1,664.

Summer Fair

Family fun day with music, stalls such as lucky dip, sweet jars, vegetable creations, refreshments and entertainment provided by the school community. This event was hugely popular, especially as it had not run during Covid-19, which was why we were able to raise a huge £7,815. It's a complicated event to organise so a massive thank you to the team in charge.

Xmas Market

An adult only event where we organise stalls from local craft's people and raise money for the school at the same time. This event managed to raise £2,185.

Race Night

Another adult only event where the local community can have a fun

night out betting on horse races. This was another popular event that raised £722. This is a small event and relatively new so this profit for the school was a great achievement.

2nd Hand Uniform

We were able to have pop up stalls to sell the 2nd hand uniform again this year. We also have a facebook page and sell uniform on an ad hoc basis throughout the year. This raised a huge amount £1,086 showing people are really thinking about the environmental impact of buying second hand.

Beginners Ball

We welcomed the return of an event for Reception children and their families. This was a weekend afternoon event with some low key entertainment and a chance for the Reception cohort to get to know each other. This is not designed as a profit making event, but needs to cover costs, however it did manage to make a small profit of around £598.

Non Uniform Day

Given the lack of in person events in 2021 due to Covid-19, the school agreed that children could wear non uniform school on the last day of term before Christmas. There was an optional £1 donation and this managed to raise a wonderful £450.

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 enrichment fund, which funds a large number of exciting

		<p>and enhancing activities and experiences for all the students throughout the school. The school curate a diverse programme, including; author visits, science shows, architecture workshops, and even pirates that can do maths!</p> <p>This year we also pledged £10k for outdoor learning so every class in the school was able to have six forest school sessions this academic year. Double from previous. All staff involved highlighted the benefits of the children having extra sessions.</p> <p>We also pledged £15k to improve the outdoor playing area within the school playground. This is the only pledge that hasn't been paid to the school and will be carried over into the next academic year as we plan for the work to be carried out in the summer of 2023.</p>
--	--	--

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 £48,996 at the end of the year. Therefore uncommitted cash balance stands at £27,679. We only have a £15k unpaid pledge balance and £5k contingency.</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.</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	£48,996.20	
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		

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	Anna Lawrence	Joint Treasurer		
6	Lucy Lee	Secretary		
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)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information


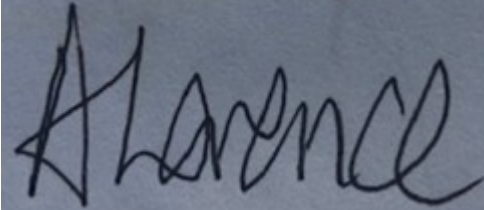
--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
---	---

Full name(s)

Alex Spendley	Anna Lawrence
---------------	---------------

Position (eg
Secretary, Chair,
etc)

Joint Treasurer	Joint Treasurer
-----------------	-----------------

Date

24/01/2022



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 2022 **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

1. 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
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
- 3.

Signed:

Date: 20/06/2023

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.

A large, empty rectangular box with a thin black border, occupying the majority of the page. It is intended for the user to provide details of items for disclosure as requested in the text to the left.