

# PRIMARY SCHOOL PARENT TEACHER FRIENDS ASSOCIATION TRUSTEES' ANNUAL REPORT

For the Year 1st August 2021 - 31st July 2022

## 1. Structure, Governance, and Management

The Parent Teacher Friends Association (PTFA) is an unincorporated association established under a constitution. The members of the PTFA committee are the charity trustees.

During the first part of the year until October 2021, the following served as trustees:

Chair: Alison Potter Treasurer: Anne - Marie Moore

In October 2021, there was a transition in the PTFA committee with the previous trustees stepping down and the following new trustees being elected:

Chair: Daniel Gelderd Treasurer: William Haine Secretary: Joanne Etches

The PTFA committee meets on a regular basis, typically every half term. All parents, guardians, and teachers of the school are welcome to attend the committee meetings.

## 2. Objectives

The objectives of the PTFA are to advance the education of pupils in the Curzon CofE Primary school by providing and assisting in the provision of facilities for education not normally funded by the Local Education Authority. We achieve this through fundraising events and initiatives.

## 3. Fundraising and Other Activities

Despite a challenging year due to the ongoing pandemic, the PTFA achieved its goals and raised a total of £34,600. Key achievements include:

- Christmas raffle, disco and other events raised £2,200.
- The Summer Party raised £5,300.
- The Summer Fair raised £1,700.
- A charity golf day raised £7,000; though this had not been received as cash by the close of the accounts.
- Direct donations were made totalling £14,000.
- The PTFA successfully applied for gift aid status allowing us to increase the value of our direct donations by a further £3,100; though this amount had not been yet reclaimed from HMRC by the close of the accounts.

In addition, the PTFA also helped decorate a number of classrooms and improved the playground through a number of working groups, which we estimate to be around £5,000 worth of direct services.

## 4. Donations and Other Contributions

A total of £18,500 was paid to the school during the year to fund a number of purchases.

The main expenditure was on educational resources and equipment for the school, specifically:

- £15,300 was spent interactive smart boards for every classroom.
- £6,00 was spent on music workshops.
- £500 was spend on a new outdoor seating area.
- £2,000 was used for a new reader program.

## **5. Financial Position**

The charity is in a strong financial position, having raised more funds than it has yet dispersed to the school. The total surplus on the year is around £16,200.

Around £10,400 of this surplus is not yet fully realised at the time of closing the accounts as it relates to money due from the golf day and gift aid yet to be claimed. The remainder is seen through as an increase in the charities bank balance and an increase in petty cash held.

The surplus raised this year will be carried forward to support the objectives of the charity next year.

The accounts were prepared by our treasure, William Haine, and verified by our chair Daniel Gelderd. The petty cash balance and bank account balance were verified as well at the time of the close of the accounts by Steph Newbury, another member of the PTFA. Furthermore, an independent inspector will be appointed to ensure these accounts are an accurate reflection of the charity.

## **6. Declaration**

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

Signed on behalf of the charity's trustees:

Name: Dan Gelderd Position: Chair Date: 21st May 2023

Name: William Haine Position: Treasurer Date: 22nd May 2023

**PTFA 2021-2022 Financial Year Summary**  
as at 31/07/2022

**Opening Balance Sheet**  
@1/8/21

Cash in Bank	1,762	1,762
Petty Cash	46	
Total Receivables (Money Owed to us)	-	

Total Payables (Money we owe)	698	
First News		217
20/21 sweatshirts		365
Parentkind		116

Net Assets 1,110

**Change i**

**Reconcilia**  
**Rec Gap:**

**Closing Balance Sheet**

@31/7/22

-	8,702	8,702	-
	1,931		
	10,390		
	3,830		
		3,830	Owed to Will for fair

**in Assets**      17,193  
**16,082**

***tion: Change in net assets should equal retained r***

**- 89**

**P&L**

	<b>Net Income</b>	<i>Received</i>
school disco, raffle, teatowels and Elfridges events	1,640	1,640
bingo	600	600
summer party	5,747	5,497
big fish	10,000	10,000
fair	1,764	1,764
crowdfunder donations	2,559	2,559
golf day	7,000	-
gift aid	3,140	-
lottery	552	552
virgin just giving	1,650	1,650
		14,209

**Total net revenue from events** **34,652**

given to school 18,480

**Retained Revenue** **16,172**

**venue**

**Non P&L Activities**

*Outstanding*

-	<i>Decorating</i>	1,000
-	<i>Playground</i>	3,000
250	<i>Skips</i>	500
-	<i>Wishlist</i>	500
-		
-		5,000
7,000		
3,140		
-		
-		

## Summary of 2021/22 PTFA Activities

<b>Total Money Raised</b>	<b>Fundraising</b>	<b>Total Direct Services</b>	<b>Other Cont</b>
<i>Chritmas Activities</i>	1,640	<i>Decorating</i>	
<i>Easter Bingo</i>	600	<i>Playground</i>	
<i>Summer Party</i>	5,747	<i>Skips</i>	
<i>Summer Fair</i>	1,764	<i>Wishlist</i>	
<i>Chevin Golf BBQ</i>	7,000		
<i>Lottery</i>	552		
<i>Direct Donations plus Gift Aid</i>	17,349		
		<b>Total 2021/22 Contribution</b>	

## Summary of 2021/22 PTFA Donations

### *Contributions*

**5,000**

*1,000*

*3,000*

*500*

*500*

**39,652**

### **Total Donations**

**18,480**

Smart Boards

15,340

Music workshops

640

Outside seating

500

Reader programme

2,000



**Section A Independent Examiner's Report**

**Report to the trustees**

Charity Name  
CURZON CHURCH OF ENGLAND PRIMARY SCHOOL PARENT  
TEACHER AND  
FRIENDS ASSOCIATION

**On accounts for the year ended**

31/07/2022	<b>Charity no (if any)</b>	1017349
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**Set out on pages**

(remember to include the page numbers of additional sheets)

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 07 / 2022**.

As the charity's trustees, 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 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**

The charity's gross income exceeded £25,000 but was less than £250,000. I am not a qualified member of any accounting profession, but I am familiar with the accounting practices of charities and act as Treasurer for a preschool in the local area.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect, the accounts submitted do not provide a true and fair view of the charity's financial situation.

**Signed:**

**Date:**

**Name:**

**Relevant professional qualification(s) or body (if any):**

**Address:**

Quarndon

Derby DE22 5JS

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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