



Trustees' Annual Report for the period

From **1st October 2022** Period start date To **30th September 2023** Period end date

Charity name: CAVENDISH PARENT TEACHERS ASSOCIATION

Charity registration number: 1020503

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To enhance the education of the pupils in the school by raising funds. The funds provide additional resources & experiences that otherwise would not be available through the school budget
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	The volunteers and the PTA members run events throughout the school year (for both the children who attend the school and their families and the wider community). During the year, the committee organises a variety of events including: Bonfire Night Christmas Fair Summer Fair Discos Film nights Craft events Money raised from these activities are spent on activities/experiences requested by teachers during committee meetings
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees ensure that regard is taken to guidance issued by the Charity Commission on public benefit by attending PTA committee meetings and advising on how funds are spent. Advice is also taken from the Head Teacher. This year funds were used to purchase books, sports and gardening equipment, science and poetry workshops, music experiences, and educational visits.

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 volunteers	Para 1.38	
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	The PTA organised another successful bonfire night event that was enjoyed by pupils, their families, and the local community. This event is specifically aimed at young children to benefit the local community as a whole. This event raised £8000 to be allocated to the school for education enhancing activities and equipment Overall the PTA raised over £16,000 this year.

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	After costs the charity raised £24,923 through it's social events and fundraising this year. The PTA funded £27,891 of activities and equipment.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held at the end of the year to fund advance payment and float for bonfire night event at the beginning of the next financial year. This is a large community event and requires approximately £10,000 in upfront expenses. The policy is to hold additional reserves to the next financial year if no further funding of equipment and activities are required in the cunent year. All funds held by the PTA are unrestricted
Amount of reserves held	Para 1.22	21,319.42
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 adapted 02/02/1993
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	Nominated and Seconded

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	Cavendish Parent Teachers Association
Other name the charity uses	N/A
Registered charity number	1020503
Charity's principal address	c/o Cavendish Community Primary School Cavendish Road West Didsbrury Manchester M20 1JG

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	Debbie O'Neill	Treasurer		
2	Joanne Taylor	Head Teacher		
3	Sian Evans	Deputy Head Teacher		
4				
5				
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)



Full name(s)

Deborah O'Neill

Position (eg Secretary,
Chair, etc)

Treasurer

Date

04/02/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cavendish Parent Teacher Association

1020503

Receipts and payments accounts

CC16a

For the period
from

10/1/2021


To

9/30/2022

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Fund Raising Events	40,622	-	-	40,622	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	40,622	-	-	40,622	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	40,622	-	-	40,622	-
A3 Payments					
Cost of Fundraising	15,698	-	-	15,698	-
Donations to school	27,891	-	-	27,891	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	43,589	-	-	43,589	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	43,589	-	-	43,589	-
Net of receipts/(payments)	- 2,967	-	-	- 2,967	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,286	-	-	24,286	-
Cash funds this year end	21,319	-	-	21,319	-

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		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		DEBORAH O'NEILL	2/4/2024	



Section A

Independent Examiner's Report

Report to the trustees/ members of

CAUENDISH PARENT TEACHER ASSOCIATION

On accounts for the year ended

30/9/23

Charity no (if any)

1020503

Set out on pages

to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/9/2023

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
• the accounts did not accord with the accounting records; or
• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other 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.

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

26/1/24

Name:

GENNA WINN

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

ICAEW

Address:

34 HEATON ROAD

WITHINGTON

MANCHESTER, M20 4PU

Section B

Disclosure

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

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

N/A