



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 1	Month Sep	Year 2022		Day 31	Month Aug	Year 2023

## Section A Reference and administration details

**Charity name** Butlers Court Combined School Parent Teachers Association

**Other names charity is known by**

**Registered charity number (if any)** 1028552

**Charity's principal address**

Wattleton Road
Beaconsfield
Bucks
<b>Postcode</b> HP9 1RW

### 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	Bronwyn Coles	Chair		
2	Priscilla Wilcox	Treasurer		
3	Aranpreet Randhawa	Secretary		
4				
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17				
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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)**

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- 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.

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the Association is to advance the education of the pupils in the school. In furtherance of this object, the Association may:

- a. develop more extended relationships between the staff, parents and others associated with the school;
- b. engage in activities which support the school and advance the

education of the pupils attending it; and  
c. provide and assist in the provision of such facilities or items for education at the school (not provided from statutory funds) as the Committee in consultation with the governing body of the school shall from time to time determine.

**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)**

To hold events which may include:

Cake sales, seasonal fairs, raffles, parent and children social events, uniform sales.

Events are held for the sole purpose of raising funds for the charity.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Section D Achievements and performance**

**Summary of the main achievements of the charity during the year**

Funds raised have been used to purchase equipment at Butlers Court School for the benefit of its children, for example new projectors, picnic tables, PA system and gazebos.

We have also made small donations to a community kitchen to further our reach locally.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

A policy on reserves is not held - the charity has no fixed overheads as trustees are unpaid and events are run by volunteers.

**Details of any funds materially in deficit**

N/A

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- 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

## Section G Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)** Priscilla Wilcox

**Full name(s)** PRISCILLA WILCOX

**Position (eg Secretary, Chair, etc)** TREASURER

**Date** 16/10/23

**Butlers Court School PTA  
Annual Review**

**Year ended 31 August 2023**

[Butlers Court PTA](#)  
**Year ended 31 August 2023**

**Summary**

	y/e August 2023		
	Income	Expenses	Profit
Summer Ball	£29,023	(£23,174)	<b>£5,849</b>
Winter Quiz	£2,689	(£1,207)	<b>£1,482</b>
XMAS Fair & Raffle	£4,011	(£1,691)	<b>£2,320</b>
Evening Performances	£650	(£161)	<b>£489</b>
Easter Fair	£2,381	(£444)	<b>£1,937</b>
Movie Event	£885	(£127)	<b>£758</b>
Disco	£3,316	(£1,055)	<b>£2,261</b>
Summer Quiz	-	-	-
Summer Fair	£7,002	(£3,276)	<b>£3,725</b>
Summer Fun Run	£6,117	(£3,034)	<b>£3,084</b>
Football events	£262	(£212)	<b>£50</b>
Sports days	£230	(£57)	<b>£173</b>
Coffee Mornings	£93	(£24)	<b>£69</b>
Cake Sales	£2,426	(£42)	<b>£2,384</b>
Bag2School	£367	-	<b>£367</b>
<b>Event fundraising</b>	<b>£59,452</b>	<b>(£34,504)</b>	<b>£24,948</b>
Holtspur Fireworks	£847	(£696)	<b>£151</b>
XMAS Cards	£191	(£11)	<b>£179</b>
End of year T Shirts	£1,848	(£1,462)	<b>£386</b>
Online Uniform sales	£1,138	(£240)	<b>£898</b>
EasyFundraising	£489	█ -	<b>£489</b>
AmazonSmile	£461	█ -	<b>£461</b>
YourSchoolLottery	£1,027	-	<b>£1,027</b>
<b>Other fundraising</b>	<b>£6,002</b>	<b>(£2,410)</b>	<b>£3,592</b>
<b>Other</b>	<b>£51</b>	<b>(£1,036)</b>	<b>(£985)</b>
<b>TOTAL</b>	<b>£65,505</b>	<b>(£37,950)</b>	<b>£27,555</b>
Year 6 leavers (2023)	-	(£672)	(£672)
Donations to School	-	(£7,270)	(£7,270)
Donations to Charity	-	(£2,335)	(£2,335)
<b>Net Profit for the year</b>			<b>£17,278</b>
<b><u>Check vs Cash change</u></b>	<b>Bank</b>	<b>Float</b>	<b>Total</b>
Opening position	£41,116	<b>£110</b>	£41,226
Movement in year	£17,278	█	£17,278
Closing position	£58,394	█ £110	£58,504
<b>Difference</b>	-	n/a	<b>(£0)</b>

- Accounts are prepared on a cash receipts and payments basis. Accruals accounting is not used
- Accounts have been independently examined by Richard McCord, chartered accountant, ex-treasurer and school parent
- £27.5k profit (pre donations) was made across event and non-event fundraising, £21,706 excluding the ball which is once again a new record! Truly exceptional given rising costs of living and a conscious effort by all parties to make events inclusive and affordable to our community.
  - Main Contributors:
    - Ball ~ £5.8k
    - Summer Fair and Fun Run ~ £6.8k
    - Easter Fair / Xmas Fair / Cake Sales ~ £2k each
    - Raffles continue to be a success, total ~ £2.1k
    - Return of Discos and movie ~ £3k
- £10.3k was donated across school, Y6 leavers and external charities
  - School donations funded gazebos, new projector and PA System, picnic tables and netball kits
  - External causes supported were Young Lives vs Cancer, Wexham Park Childrens Hospital and Little Church Community Kitchen
- Net profit for the year £17.3k
- Significant cash reserves of £58.5k remained at year end. We note however the following spends as approved by members of the PTA
  - £10k completion of the new KS2 play trail (approved from 2021/22 budget)
  - £8.3k new phonics resources
  - £5k contribution to wellness/nurture cabin
  - £2.6k contribution to each class/cross year subject for general resources (increased from £700 in 2021/22)

## Summary

	2022/2023	2021/2022	2020/2021	2019/2020	2018/2019	2017/2018	2016/2017	2015/2016
Profit from event and non-event fundraising	£	£	£	£	£	£	£	£
Summer Ball	5,849	660	(4,891)	14,541	12,579	12,847	0	19,958
Christmas Fair / Raffle	2,320	1,555	3,356	2,418	2,623	2,654	2,237	2,279
Tea towels, Cards + other Xmas	179	397	1,999	0	0	0	0	0
Easter Fair / Trail / Raffle	1,937	2,572	7,096	0	2,449	1,977	2,078	2,024
EoY T-shirts	386	268	444	0	0	0	0	0
Golf Day	0	0	155	0	0	0	0	0
Summer Fair / Raffle	3,725	6,073	0	0	3,826	4,484	5,421	5,190
Fun Run / 5K	3,084	1,979	0	0	0	0	0	0
Fashion Show	0	0	0	0	0	0	0	3,213
Quiz nights	1,482	1,544	309	2,660	2,328	1,893	2,362	2,122
Children's Discos / Movie Nights	3,020	621	(45)	577	2,571	2,842	2,848	1,677
Cake sales	2,384	2,941	0	1,242	1,196	866	1,041	1,034
Butlers Bonanza	0	(170)	661	183	333	289	409	457
Your School Lottery	1,027	1,076	756	0	0	0	0	0
Football Tournament	50	191	0	203	360	414	279	236
Holtspur fireworks	151	40	0	0	62	52	0	154
Guest Speaker	0	0	0	0	0	0	0	0
Other	(985)	(659)	789	700	143	1,260	430	60
Coffee Morning	69	0	0	0	15	35	0	0
Sports Days	173	265	0	0	317	170	195	0
Easy fundraising	489	918	1,110	640	1,158	1,050	1,013	839
Amazon Smile	461	312						
Uniform Sales	898	924	591	176	0	0	0	0
Theatre	0	0	0	0	79	0	0	0
Bag2School	367							
Evening Performances	489							
p/y (expense)/income							(390)	
<b>Sub Total</b>	<b>27,555</b>	<b>21,505</b>	<b>12,330</b>	<b>23,341</b>	<b>30,039</b>	<b>30,834</b>	<b>17,923</b>	<b>39,243</b>
<b>Sub Total (excluding ball)</b>	<b>21,706</b>	<b>20,845</b>	<b>17,221</b>	<b>8,800</b>	<b>17,460</b>	<b>17,987</b>	<b>17,923</b>	<b>19,285</b>



**Independent examiner's report on the  
accounts**



**Report to the trustees**

Charity Name  
Butlers Court PTA

**On accounts for the year  
ended**

31 August 2023

**Charity no  
(if any)**

1028552

**Set out on page**

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**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 August 2023**.

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**

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 accounting records were not kept in accordance with section 130 of the Charities 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.


Signed:

*Richard McCord*

Date:

2 October 2023

Name:

Richard McCord

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

Chartered Accountant (ICAEW)

Address:

104 Holtspur Top Lane, Beaconsfield, Bucks, HP9 1BW

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

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

none

## Annual Accounts

[Butlers Court PTA](#)

Year ended 31 August 2023

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y/e August 2023

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