



**Trustees' Annual Report for the period  
1<sup>st</sup> September 2022 to 31<sup>st</sup> August 2023**

**Charity name: North Ealing Primary School Parent Teacher Association**

**Charity registration number: 1029312**

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the association (the objects) is to advance the education of pupils in the school in particular by: <ul style="list-style-type: none"> <li>(i) Developing effective relationships between the staff, parents, and others associated with the school.</li> <li>(ii) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.</li> </ul>
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 main activities undertaken to achieve the Charity's objects for the public benefit comprise the organisation of fundraising events for both children and parents. A total of 13 fundraising initiatives took place during the year with the main sources of income deriving from the Summer Fair, Winter Fair, Valentines Disco, Quiz Night for parents and Bake Sales.
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 referred to the guidance issued by the Charity Commission on Public Benefit (SORP)(FRS102).

**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	North Ealing Primary School Parent Teacher Association is entirely run by volunteer trustees.
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>Through the various fundraising activities held during the year a total of £28,055 was raised. As a direct result of its fundraising achievements, North Ealing Primary School Parent Teacher Association was able to donate £15,327 to the school during the 2022/2023 academic year to purchase books, sensory resources, playground resources, iPads and support welfare needs. These donations made an important difference to the circumstances of its beneficiaries (pupils).</p> <p>North Ealing Primary School Parent Teacher Association seeks to foster a sense of community within the school and develop positive relationships between staff, parents and others, so to directly advance the education of pupils in the school. This was achieved through the organisation of fundraising events for both children and parents.</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	As at 31 <sup>st</sup> August 2023, North Ealing Primary School Parent Teacher Association had achieved a net surplus (profit) of £4,694 and there was £26,676 of Accumulated Fund represented by cash in the Current Account, Reserve Account and a small amount of petty cash.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The charity aims to maintain minimum reserves of at least £5,000 in its Reserve Account to ensure there is enough funding to cover the next year's likely expenditure in the event that fundraising efforts do not return sufficient money to cover one year's financial requirements.</p> <p>In considering its aims for levels of reserves the Trustees have considered levels of administrative expenses, general fundraising expenses and the reliability of fundraising sources over a typical year.</p> <p>North Ealing Primary School Parent Teacher Association collaborates closely with the school to make the best use of funds available and plan ahead for the future. Income is usually at its highest at the end of the Summer Term (year-end) following the Summer Fair. Excess cash is held for the purpose of funding future agreed projects.</p> <p>North Ealing Primary School Parent Teacher Association generally applies the principle that net income one year is given to the school the next year, together with an appropriate level of Accumulated Funds (subject to its aim for minimum reserves) if required by the school.</p>
Amount of reserves held	Para 1.22	£26,676 as at 31 <sup>st</sup> August 2023.
Reasons for holding zero reserves	Para 1.22	Not applicable.
Details of fund materially in deficit	Para 1.24	Not applicable.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None.

**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	Unincorporated 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	Committee Members/Trustees shall be elected at the AGM or co-opted by the Committee prior to next AGM.

**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	
	Para 1.51	

The charity's organisational structure and any wider network with which the charity works		
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	North Ealing Primary School Parent Teacher Association
Other name the charity uses	NEPS PTA
Registered charity number	1029312
Charity's principal address	North Ealing Primary School Pitshanger Lane London W5 1RP

### 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 Sally Parker	Chair	Whole Year	By the members of the association at the Annual General Meeting, or, co-opted by the Committee.
2 Mindy Simon	Vice Chair	From 21 <sup>st</sup> September 2022	By the members of the association at the Annual General Meeting, or, co-opted by the Committee.
3 Lucy Tavener	Treasurer	Whole Year	By the members of the association at the Annual General Meeting, or, co-opted by the Committee.
4 Laura Egerton	Secretary	Whole Year	By the members of the association at the Annual General Meeting, or, co-opted by the Committee.

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

Director name			
Not applicable.			

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not applicable.		

### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Not required		

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

Not applicable
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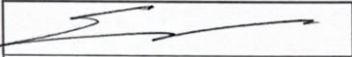
**Other optional information**

None
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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)	SALLY FLOWERS	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	20 / 5 / 24	

**North Ealing Primary School Parent Teacher Association**

**Report & Accounts for the Year Ended 31<sup>st</sup> August 2023**

**School Address:** North Ealing Primary School  
Pitshanger Lane  
Ealing  
London  
W5 1RP

**Bank:** National Westminster Bank plc  
1, The Mall  
Ealing  
London  
W5 2PL

**Registered Charity No:** 1029312

**Contact Name & Address:** Lucy Tavener  
Treasurer NEPS PTA  
17 Lynton Avenue  
Ealing  
London  
W13 0EA

**Accounts prepared by:**



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**Lucy Tavener, Treasurer NEPS PTA**

**Examined by:**



23 April 2024

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**Louise Woodward  
Independent Examiner**

North Ealing Primary School Parent Teacher Association

Report & Accounts for the Year Ended 31<sup>st</sup> August 2023

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2023

	2022/2023	2021/2022
<b><u>Income</u></b>	£	£
Fundraising Activities (See note 1)	£28,055.23	£50,342.36
Donations (See note 2)	£1,150.00	£2,495.52
Gift Aid Received (See note 3)	£176.91	£3,833.55
Bank Interest Received	£52.27	£2.71
Miscellaneous Income	£60.00	£0.00
<b>Total Income</b>	<b>£29,494.41</b>	<b>£56,674.14</b>
<b><u>Expenditure</u></b>		
Fundraising Activities (See note 4)	£7,578.17	£6,242.85
General grants made during the year (See note 5)	£15,327.30	£41,607.89
Subscriptions (NCPTA)	£0.00	£0.00
General Expenses (See note 6)	£1,894.78	£2,284.07
Miscellaneous	£0.00	£0.00
<b>Total Expenditure</b>	<b>£24,800.25</b>	<b>£50,134.81</b>
Net Income transferred to accumulated fund (loss)	£4,694.16	£6,539.33
<b>Accumulated Fund as at 31<sup>st</sup> August 2023</b>	<b>£26,676.49</b>	<b>£21,982.33</b>
Represented by:		
Current a/c	£20,711.60	£16,069.71
Capital Reserve	£0.00	£0.00
Reserve	£5,839.89	£5,787.62
Liquidity Manager	£0.00	£0.00
Petty Cash	£125.00	£125.00
<b>TOTAL</b>	<b>£26,676.49</b>	<b>£21,982.33</b>

## North Ealing Primary School Parent Teacher Association

### Report & Accounts for the Year Ended 31<sup>st</sup> August 2023

#### Notes on the Accounts

These accounts have been prepared on a receipts and payments basis in line with Charity Commission guidelines.

No statement of Assets and Liabilities has been prepared as all equipment funded is the property of the school and not the Parent Teachers Association.

#### 1. Fundraising Income

The majority of the £22,287 variance in income from Fundraising Activities compared to the previous year is attributed to the Parent Teachers Association not holding a fundraising event for the 2022 Ealing Half Marathon. Income from Fundraising Activities includes £1,044 of sponsorship from the 2023 Ealing Half Marathon received before Year-End. Income from Fundraising Activities predominantly derives from the Summer Fair, Winter Fair, Valentines Disco, Quiz Night, Bake Sales and smaller fundraising initiatives held during the year.

#### 2. Donations

Donations of £1,150 represent donations from parents via Charities Aid Foundation.

#### 3. Gift Aid

Gift Aid of £176.91 represents Gift Aid received before Year-End from the 2023 Ealing Half Marathon. This is significantly lower than the previous year as the Parent Teachers Association did not hold a fundraising event for the 2022 Ealing Half Marathon. The majority balance of Gift Aid from the 2023 Ealing Half Marathon will be received during the 2023/2024 financial year.

#### 4. Fundraising Expenditure

Expenditure from Fundraising Activities of £7,578 includes £1,532 paid to third parties for operation of fairground rides at the 2023 Summer Fair. This represented a percentage of takings with the Parent Teacher Association benefiting from the majority balance of takings. General expenditure from Fundraising Activities was similar to the previous year.

#### 5. General grants made during the year

The Parent Teachers Association made general grants to the school of £15,327 during the year compared to general grants of £41,607 the previous year. The majority of the difference is attributed to the school receiving a significant grant of £22,920 during the previous year to fund Interactive Whiteboards. The PTA generally applies the principle that the net income generated one year is used for grants to be made to the school in the following year. Grants made to the school exceeded this during the year in consideration of the level of Accumulated Fund and level of income from Fundraising Activities achieved the previous year.

#### 6. General Expenses

General Expenses of £1,894.78 represent PTA expenses.

**North Ealing Primary School Parent Teacher Association**  
**Report & Accounts for the Year Ended 31<sup>st</sup> August 2023**

**INCOME FROM FUNDRAISING DURING 2022/2023**

Function	2022/2023	2022/2023	2022/2023	2021/2022
	£ GROSS	£ EXPENSES	£ NET	£ NET
Quiz Night	£775.50	£221.06	£554.44	£544.31
Winter Fair	£8,511.67	£1,578.93	£6,932.74	£2,575.00
Easter Event	£642.50	£259.47	£383.03	£311.59
Summer Fair	£11,533.00	£3,972.09	£7,560.91	£9,725.50
EHM	£1,072.13	£27.53	£1,044.60	£19,115.99
School Disco	£3,057.90	£1,452.31	£1,605.59	£1,851.16
Donations	£1,150.00	-	-	£2,495.52
Other	£2,462.53	£66.78	£2,395.75	£9,975.96

**DONATIONS BY TYPE 2022/2023**

Donations	2022/2023	2021/2022
	£	£
One-off Donations	£1,150.00	£2,495.52
Gift Aid Donations	£176.91	£3,833.55
<b>TOTAL</b>	<b>£1,326.91</b>	<b>£6,329.07</b>

North Ealing Primary School Parent Teacher Association

Report & Accounts for the Year Ended 31<sup>st</sup> August 2023

GRANTS MADE DURING 2022/2023

	2022/2023	2021/2022
Musical Instruments	£0.00	£2,302.89
Music PA Sound System	£0.00	£346.00
Post Protectors	£0.00	£1,470.00
Website 1	£0.00	£330.00
Whiteboards	£0.00	£22,920.00
Christmas Entertainer	£0.00	£445.00
Skip - Xmas Fair	£280.00	£265.00
Website 2	£0.00	£330.00
School Council	£0.00	£650.00
Co-Op Grant	£0.00	£3,144.00
School Trips - Welfare	£1,412.50	£665.00
Welfare	£500.00	£0.00
Skip - Summer Fair	£280.00	£384.00
Playground Resources	£0.00	£1,000.00
Co-Op - playground sail	£0.00	£2,056.00
Gardening	£450.00	£300.00
Outdoor Resources - Nursery, Rceptn, Yr 1 + 2	£0.00	£5,000.00
Books	£5,354.80	£0.00
Sensory	£300.00	£0.00
Ipads	£4,250.00	£0.00
Read, Write Inc. Resources	£2,500.00	£0.00
<b>TOTAL</b>	<b>£15,327.30</b>	<b>£41,607.89</b>