

Heathlands School PTA Trustees Report

Wednesday 17th January 2024

Objectives.

The objectives of the PTA are to organise fundraising events and activities where possible and make these as much fun as possible, to involve as many people as we can, and to access funding and grants on behalf of the school where applicable. As parents, grandparents, carers and teachers of the children of the school, we are automatically members of the PTA. This year, we continued to see an increase in active membership which made our events very enjoyable.

We held a range of events with lots of different teams working with us to deliver them. The support from our community has been overwhelming. Why do we do these events - to bring our community together, deliver a fun and engaging event to our families whilst raising money for our children's education.

Committee.

We have an elected committee who manage all aspects of the PTA on a day-to-day basis.

Current committee:

Chair	Kielye Mitchell
Vice-Chairs	Rachel Breame Sammy Dobson
Secretary	Lucy Everett
Treasurer	Derek Mitchell

Sub-Committee Co-Ordinators:

Raffle Co-Ordinator	Carrie-Ann Swinger
Uniform Co-Ordinator	Sue Fairs
Grotto Co-Ordinator	Fay Robinson
Summer Fayre Co-Ordinator	Emma De'ath
Hollyberry Fayre Co-Ordinator	Kym Scarlett
Grants Co-Ordinator	Gemma Ross

This year there are 2 resignations, Chair Kielye Mitchell and Treasurer Derek Mitchell leaving the following roles available for re-election, these are: Chair and Treasurer. For the PTA to continue, the role of Chair and Treasurer must be filled. From a personal point of view, I have thoroughly enjoyed my role as Chair, particularly because I have been joined by the best of teams. The joint efforts of this team have led to some incredible fund raising and some fantastic school events. We have really laughed a lot even, if at times we were looking a little

like rabbits caught in headlights! Although I will always be available to help, it will be lovely to be able to come to a future event as a spectator.

We are now looking for input and ideas from members new and old who are also willing to help implement them, and in so doing, support our school. If you do have any suggestions, these can be made at PTA meetings, by email, or by finding us at the gates during drop off and pick up..

The AGM is the PTA's only formal meeting of the year, covering committee elections, and the treasurers annual financial report. Before we commence these formalities, I would like to take few moments to extend some thankyou's.

- Firstly, thank you to the members of the committee who somehow manage to pull together despite full time jobs, children, husbands and many other things getting in the way.
- Further to the committee, I would like to of course thank Mr Fielder and Mrs Cork. We are extremely grateful for your continued support.
- Thankyou's also go to the office staff for helping with our admin and the caretakers who are forever dragging out tables, opening and closing the sheds, disposing of rubbish etc.
- We have also received many generous donations from local businesses, who have all been individually thanked.
- It goes without saying, that without all the PTA helpers, who generously bake, man stalls, lend equipment, sponsor, donate and contribute, there would be no PTA events

A summary of last year.

- In January, we sold Adventure Island tickets enabling families to enjoy the rides at a discounted price.
- In March, with the help of Oakhart Property Estate Agents, we were able to gift over 400 easter eggs to the children.
- In May, with the help of local garden centres, we were able to gift over 1200 sunflower seeds. The children then had 3 months to grow the sunflowers and enter our competition to win some lovely gardening prizes.
- In May, we also gifted over 450 Coronation Bookmarks to the children and teachers.
- In July, we held our Summer Fayre. We sold raffle tickets and had some amazing prizes donated by local companies, the children enjoyed the inflatables and games and the adults enjoyed the food and drink. We also had the privilege of listening to the school choir and watching the winners of Heathlands Got Talent. We raised the most money on record for the summer fayre, a grand total of £5,033.17
- At the end of the 2022/2023 year, we gifted each year group £500 to spend on something fun but educational and something which followed the curriculum. Early Years had a visit from the Aesop Touring Company and brought a new sound system for the playground. Years 1 and 2 enjoyed a Mad Science Workshop. Year 3 had a trip to the beach and enjoyed an ice-cream. Year 4 took part in orienteering, Year 5 had a Planetarium experience and finally Year 6 were able to purchase the production scripts and songs for Shrek for their year 6 performance.

- In September, with the generous donation by The Queens Head, we were able to provide Early Years families with a welcome pack, which included a drink, cookie and poem.
- In October, we held a quiz night at The Orpen Hall. This was a great success; we even added a bit of karaoke and dancing into the mix. Great fun was had by all and those who attended left happy and wondering when the next quiz night would be held.
- In November, we put on a great Spooky Disco. The children got to show off their amazing costumes whilst dancing and playing games.
- Unfortunately, due to weather conditions, the fireworks committee made the difficult decision to cancel their very popular fireworks display. We would like to thank all those who donated their sponsorship and ticket purchases to the PTA.
- In December, we held our Hollyberry Fayre. The choir sang, along with the help of Mr Fielder. Santa, Mrs Clause and their elves once again had a beautiful grotto and the school was full of cheer. We again sold raffle tickets and were incredibly fortunate to receive so many fantastic donations from local businesses. We also received sponsorship for The Junior Grotto, The Refreshments Stall, The Craft Room and The Games Room. The whole fair was a resounding success, great fun was had by all, and we made the grand sum of £4,108.25
- Throughout the year we have had several pre-loved uniform sales. We have an amazing team who work hard to ensure families are able to buy uniform at reasonable prices and prevent clothing going to landfill.
- Also during the year we were able to pay for 16 keyboards for the music department, headphones for the ipads and laptops, a mexicolore workshop for year 6, a visit for year 2 from the polar explorer Adrian Hall, duck eggs for Early Years and money towards the Art & Culture Week for all year groups.
- The majority of the money raised from this year's fundraising will be put towards the library refurbishment.

There is a full Treasurers report to accompany this report. I hope this year that the PTA will continue to gain more support and build upon what we have previously achieved. I wish everyone well.

Best wishes

Kielye Mitchell Current Chair

HEATHLANDS PTA SUMMARY ACCOUNTS
PERIOD TO 31 JULY 2023

INCOME AND EXPENDITURE ACCOUNT	Year Ended			Year Ended	
	31/07/2023		Notes	31/07/2022	
	£	£		£	£
Income from fundraising		56,482	1	14,829	
Interest		31		1	
Expenditure:					
Fundraising activities	28,998			6,627	
Administration	663			913	
Charitable activities (Donations to School)	8,094			13,515	
		<u>37,756</u>		<u>21,055</u>	
Surplus of income over expenditure		<u><u>18,757</u></u>		<u><u>(6,225)</u></u>	

STATEMENT OF ASSETS

Assets

Bank current account	28,851		18,097
Deposit account	9,045		1,042
	<u>37,896</u>		<u>19,139</u>

Represented by:

Surplus brought forward	11,139		2	17,364
Transfer (to)/from designated fund	(2,948)			0
(Deficit)/Surplus for year	18,757	26,948	3	(6,225)
Designated fund		<u>10,948</u>		<u>8,000</u>
		<u><u>37,896</u></u>		<u><u>19,139</u></u>

NOTES

1 Basis of Preparation

Accounts are prepared on the cash basis.

2 Capital Commitments

At the year end date funds no funds were pledged.

3 Deferred Income

At the year end £4,180 of income was received in the year that relates to sponsorship money in respect of the Fireworks for 2023. Due to the cancellation of this event this money has been agreed by the sponsors to carry the money over to the Fireworks for 2024.

Long Term Fundraising

4 There is currently a long term strategy in place to raise funds for Heathlands School Library Refurbishment.

3 Designated Fund

The Trustees have determined that a fund of £10,948 is required to ensure that monies are available to cover working capital requirements in relation to fund raising events undertaken by the charity.



Period to 31 July 2023	Heathlands Primary School - PTA Income & Expenditure Report			
Event/Project	INCOME	EXPENDITURE	BALANCE	Comment
	£	£	£	
Fireworks 2022	32,662.80	-22,489.31	10,173.49	£1448 Income in Year to 31 July 2022
Fireworks 2023	4,180.00	0.00	4,180.00	Sponsorship Money Fireworks 2023
Hollyberry	5,209.50	-1,814.20	3,395.30	2021 Profit £406.49
Sports Day	673.68	-78.82	594.86	
2023 Challenge	1,262.16	0.00	1,262.16	
Spooky Disco	1,125.00	0.00	1,125.00	
Refreshments Abbeygate	0.00	-14.85	-14.85	
Amazon Smile	116.29	0.00	116.29	
Easy Fund Raising	17.22	0.00	17.22	
Easter Eggs	313.50	-362.56	-49.06	
School Uniform	286.25	0.00	286.25	
Asda Garden	500.00	0.00	500.00	Money in Reserve
Bags to School	332.20	0.00	332.20	Year to 31 July 2022 £144.00
Summer Fayre	5,886.26	-1,612.62	4,273.64	Year to 31 July 2022 Profit £2881.34
Royal Run	488.30	0.00	488.30	Year 6 Contribution
Xmas Cards Commission	563.70	0.00	563.70	
Show Your Hair Day	340.58	0.00	340.58	
Donations	52.00	0.00	52.00	
Year 6 Year Books	0.00	-1,355.13	-1,355.13	
Year 6 Donations	816.70	-44.99	861.69	£520 Left over from July 2022
Adventure Island	1,656.00	-1,200.00	456.00	
New Starter Packs 2023	0.00	-25.79	-25.79	
Sub Total Events/Projects	56,482.14	-28,998.27	27,483.87	
Admin		-664.49	-664.49	
Heathlands		-8,094.28	-8,094.28	
Ledger Totals	56,482.14	-37,757.04	18,725.10	



Section A Independent Examiner's Report

Report to the trustees

Charity Name
Heathlands Primary School Parents Teachers Association (West Bergholt)

On accounts for the year ended

31 July 2023 Charity no (if any) 1037284

Set out on pages

(remember 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 31 07 2023.

Responsibilities and basis of report

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 £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.~~ 1.4.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination ~~(other than that disclosed below*)~~ 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.

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

Signed:

[Signature]

Date:

30.12.23

Name:

PAUL HARRISON

Relevant professional qualification(s) or body

M.A.A.T., CSBM, OSBM, I.A.M., Dip.IAM.

(if any):

Address:

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.

