

PTA Chair Report

Annual AGM

Wednesday 18th September 2024

Welcome to our PTA AGM. It's lovely to see many of you here tonight.

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. 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	Rachel Breame/Carrie-Ann Swinger
Vice-Chairs	Kielye Mitchell Sammy Dobson
Secretary	Lucy Everett
Treasurer	Rosey Francis

Sub-Committee Co-Ordinators:

Raffle Co-Ordinator	Carrie-Ann Swinger
Uniform Co-Ordinator	Sarah Dolphin
Grotto Co-Ordinator	Beth Tomlinson and Sarah Dolphin
Summer Fayre Co-Ordinator	Emma D'eath/Rachel Breame
Hollyberry Fayre Co-Ordinator	Kym Scarlett
Grants Co-Ordinator	Gemma Ross

This year there are 2 resignations, Co-chair Rachel Breame and Secretary Lucy Everett, leaving the following roles available for re-election, these are: Co-Chair and Secretary. For the PTA to continue, the role of Chair and Secretary must be filled. From a personal point of view, I have really enjoyed my role as Co-Chair. We've each taken on events that we've wanted to do, but it has also enabled us to take a back seat on other events. The joint efforts of this team have led to some incredible fund raising and some fantastic school events. It has been tough at time to organise the events we do, it takes time, lots of communication and hard work. But seeing the enjoyment from the children and families, and the impact the money raised has on the school makes it all worthwhile. I will continue to help with future events and in any other way I can.

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. We are very keen to have sub committees to take on events to help spread the load.

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 thank-you's.

- Firstly, thank you to the members of the committee who somehow manage to pull together and put on some fantastic events throughout the year, 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, Mrs Cork and all the teachers. We are extremely grateful for your continued support.
- We would also like to thank 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 (since January):

- In March, we held our Golden Ticket Wonky chocolate bar sale to celebrate World Book Day. This raised £2071.89 – a fantastic amount and an event which created much excitement and enjoyment for the children. These were kindly sponsored by Oakheart Property Estate Agents, Oakview Landscapes, Studio Hedg Architects, Chamberlain Homes and Haswell Aesthetics.
- At Easter, with the help of Oakhart Property Estate Agents, Chamberlain Homes, Queen's Head and Haswell Aesthetics, we were able to gift over 400 easter eggs to the children.
- In April, we held an adult's quiz night at the Orpen Hall. Great fun was had by all and we raised £365.07 (this was the amount raised from both quiz nights held).

- In May, we gifted each year group £100 to spend on something fun to enhance arts and cultures week. Activities included air drying clay for artwork, Imagine Performing Arts group visited a class and EYFS enjoyed tasting some French food.
- In June, the PTA ran a refreshments stall and plant sale at Sport's Day offering lots of tea and coffee and of course, ice creams. This raised £645.93.
- Frozen Fridays took place throughout June and July selling ice creams outside the school gates every Friday. We were very lucky with the weather and raised £413.26.
- 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 a grand total of £4,646.33 (higher than originally announced due to a later payment of wristband sales from the school gateway account).
- With the help of a few parents, the fireworks shed was re-roofed to make it watertight and given a fresh coat of paint. An area has been cleared to allow a new shed to be installed to house the pre-loved uniform. Hopefully this will happen in the autumn term.
- 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. These have raised £442.20.
- Bag2School has collected unwanted clothes items from the school raising £200.
- Head teacher for the Day was another very successful fundraiser, taking place in the last week of term, raising £427.
- The money raised this year has enabled the school library to have a complete refurbishment. We are very excited to see the finished work and share this with all the children and parents.

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

Rachel Breame and Carrie-Ann Swinger - Current Co-Chairs

HEATHLANDS PTA SUMMARY ACCOUNTS

Period to 31 July 2024

INCOME AND EXPENDITURE ACCOUNT

	Period		Year Ended
	31-Jul-24	Notes	31/07/2023
£	£		£ £
Income from fundraising	35,773	1	56,482
Income from grants	5,041		
Interest	126		31
Expenditure:			
Fundraising activities	26,938		28,998
Administration	153		663
Charitable activities (Donations to School)	<u>13,067</u>		<u>8,094</u>
	<u>40,158</u>		<u>37,755</u>
Surplus of income over expenditure	<u><u>782</u></u>		<u><u>18,758</u></u>

STATEMENT OF ASSETS**Assets**

Bank current account	27,178	28,851
Deposit account	<u>11,500</u>	<u>9,045</u>
	<u><u>38,678</u></u>	<u><u>37,896</u></u>

Represented by:

Surplus brought forward	26,948	2	11,139	
Transfer (to)/from designated fund	2,948		(2,948)	
(Deficit)/Surplus for year	<u>782</u>	3	<u>18,757</u>	26,948
Designated fund	<u>8,000</u>			<u>10,948</u>
	<u><u>38,678</u></u>			<u><u>37,896</u></u>

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NOTES**1 Basis of Preparation**

Accounts are prepared on the cash basis.

2 Capital Commitments

At the year end date £20,115 was pledged to fund the Heathlands School Library Refurbishment.

3 Deferred Income

In year ended 31/07/2023, £4,180 of income was received as sponsorship money in respect of the 2023 Fireworks. Due to the cancellation of this event this money has been afreed by the sponsors to carry the money over to the Fireworks for 2024.

4 Designated Fund

The Trustees have determined that a fund of £8,000 is required to ensure that monies are available to cover working capital requirements in relation to fund raising events undertaken by the charity.

Money Held in Deposit Account (Reserve) 31st Jul 2024

Fire Works 2024	8,000
Asda Garden Grant	500
Inclusion Room Grant	1,737
Funds to transfer back to main account	1,263
	<u>11,500</u>



Period to 31 Jul 2024	Heathlands Primary School - PTA Income & Expenditure Report			
Event/Project	INCOME	EXPENDITURE	BALANCE	Comment
	£	£	£	
Fireworks 2023	12,550.63	-16,776.02	-4,225.39	Event cancelled. Cancellation fees & deposits lost. Sponsorship c/fwd.
Quiz Nights	639.00	-273.30	365.70	
Spooky Disco	828.12	-69.46	758.66	
Year 6 Year Books	0.00	-1,391.09	-1,391.09	
Hollyberry	6,020.35	-2,467.88	3,552.47	2022 Profit £3,395.30
Uniform	442.20	0.00	442.20	
Easy Fundraising	20.58	0.00	20.58	
Summer Fayre 2023	672.00	0.00	672.00	
Early Years Contribution	60.00	0.00	60.00	
Xmas Cholate Boxes	430.00	-487.50	-57.50	
Christmas Cards	512.30	0.00	512.30	
Wonka	3,159.79	-1,087.90	2,071.89	
Fireworks 2024	0.00	-1,500.00	-1,500.00	
Easter Eggs	440.00	-384.73	55.27	
Summer Fayre 2024	6,634.07	-1,987.74	4,646.33	2023 Profit £4945.64 (£4,273.64 from 2023 accounts plus £672 above)
Library Donations	1,296.50	0.00	1,296.50	
Ice Cream Sales	692.06	-278.80	413.26	
Sports Day	650.93	-5.00	645.93	
Plant Sale	97.50	0.00	97.50	
Shed	0.00	-228.30	228.30	
Bag2school	200.00	0.00	200.00	
Headteacher for the day	427.00	0.00	427.00	
Sub Total Events/Projects	35,773.03	-26,937.72	8,835.31	
Grant	400.00	0.00	400.00	Expenses in February 2024 - Prime VR?
Inclusion Room Grant	4,641.00	0.00	4,641.00	£1,736.71 remaining for school to claim. Money in reserve.
Sub Total Grants	5,041.00	0.00		
Admin		-153.00	-153.00	
Heathlands		-13,067.12	-13,067.12	
Ledger Totals	40,814.03	-40,157.84	656.19	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

On accounts for the year
ended

Charity no
(if any)

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 DD / MM / YYYY.

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.*

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:

Date:

Name:

Relevant professional
qualification(s) or body

(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.