

PTA Chair Report

Annual AGM

Wednesday 17th September 2025

Welcome everyone and thank you for attending this years AGM. The AGM is the PTA's only formal meeting of the year, covering committee elections, and the treasurers annual financial report.

Firstly, I'd like to thank everyone, you have in some form played a part in again making the PTA a success during the last year!

Objectives.

The objectives of the PTA are to organise fundraising events and activities 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 all automatically members of the PTA.

We hold a range of events throughout the year 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, and to deliver a fun and engaging event to our families whilst raising money for our children's education.

Thank You's

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 despite full time jobs, children, husbands and many other things getting in the way.

| | |
|------------|----------------------------------------|
| Co-Chair's | Kielye Mitchell and Carrie-Ann Swinger |
| Vice-Chair | Sammy Dobson |
| Secretary | Claire Bull |
| Treasurer | Rosey Francis |

This year there are no resignations, which reinforces what an amazing team we have and through dedication, hard work and commitment to the PTA, we continue to accomplish our goals. So, thank you as you all really do make it happen.

On a personal note, I feel privileged to have been able to continue my role as Chair, to be part of an amazing school, with truly amazing children, parents & staff, helping the school to provide additional resources for the children.

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..

- I would also like to thank our sub committee members:

- ***Our Raffle Co-Ordinator Carrie** – who spends hours reaching out to companies, selling tickets and distributing prizes.

- ***Our Grants Co-Ordinator Gemma** – who again spends many hours researching and applying for grants, typically for larger scale projects. Tonight, we can officially announce Gemma was successful in applying for a £5,000 grant from the Essex Community Foundation (Co-Op). This money will be put towards a dedicated space to foster creativity, problem solving and to provide a learning experience to help students prepare for the future.

- ***Our Hollyberry Fayre Co-Ordinator Kym** – who has created a truly magical event 2 years running helping to raise thousands of pounds for our children.

- ***Our Class Champions** – who are the communication channel between the PTA and parents of each class. We really don't know what we would do without them.

- ***Our Fireworks Committee** – who put on an amazing event year after year raising thousands of pounds.

- Further to the committee, I would like to of course thank **Mr Crawley and Mrs Cork**. We are extremely grateful for your continued support. Also to the **teachers** who volunteer at our events and for taking the time during the school day to hand out information to the children.

- Thank you'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 and this year our amazing **Mr O'nions** put up the new PTA uniform shed to which we are so thankful for.

- To **Rachel Breame** for making the new uniform shed actually happen. It's been a long time coming which has made Sue Fairs very happy and very emotional. Rachel has also painted the shed and will now help to stock it ready for our first sale.

- A huge thank you goes to all the **PTA kids** – They are the real superheroes who are incredibly patient whilst their parents help out. We couldn't put in so many volunteer hours without their understanding.

- 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.

Here's a summary of some of last year's activities. Rosie will give us a detailed breakdown in her treasurers report shortly.

- In **November** we held a non-uniform day in return for tombola prizes for our Hollyberry Fayre. This turned out to be extremely successful resulting in the return of our Rainbow Non-Uniform day again this year.
- Also in **November** was our extremely popular and successful fireworks display. Great music, great food and a wonderful display.
- In **December**, we held our Hollyberry Fayre. The choir sang, 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 and great fun was had by all.
- **December** also saw our first 'Elfridges' day where the children came into the library and got to choose a Christmas present and write a gift tag for their special person. The children absolutely loved this and were so excited to be taking a gift home to put under the tree ready for Christmas day. I remember one little boy in Early Years telling me he wanted to buy his mummy a heart because she loves him so much.
- In **February**, we put on a great Spring Disco. The children got to dress up in their best outfits whilst dancing and playing games.
- In **March** the Wonderlicious Bars made a successful return. It was great fun seeing the children opening their bars to see if they had won a prize. If they didn't win – they still had an amazing tasting chocolate bar.
- Starting in **May** we began our Frozen Fridays which were greatly appreciated on those warm summer afternoons. Our wonderful PTA committee children also enjoyed helping us to sell.
- In **June** we provided a refreshment stall at Sports Day. Unfortunately our card machines went down just when we were about to start selling the ice creams! Luckily for us most parents were very understanding. I would like to thank our volunteers for coming together and coming up with a plan.
- **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.

From all our amazing fundraising we have been able to finally complete the library project and agree to the following –

- Early Years Chick Eggs
- Year 1 learning through play project
- New sports equipment
- Donation towards Arts and culture week
- New playground provision similar to the Opal Project

- Year 6 leavers books

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 Co-Chair

HEATHLANDS PTA SUMMARY ACCOUNTS

Period to 31 July 2025

| INCOME AND EXPENDITURE ACCOUNT | Year Ended 31/07/2025 | | Year Ended 31/07/2024 | |
|---------------------------------------------|--------------------------|---------------|--------------------------|---------------|
| | £ | £ | £ | £ |
| Income from fundraising | | 50,051 | | 35,773 |
| Income from grants | | 1,260 | | 5,041 |
| Interest | | 172 | | 126 |
| Expenditure: | | | | |
| Fundraising activities | 27,432 | | 26,938 | |
| Administration | | 215 | | 153 |
| Charitable activities (Donations to School) | 21,175 | | 13,067 | |
| | | <u>48,822</u> | | <u>40,158</u> |
| Surplus of income over expenditure | | <u>2,662</u> | | <u>782</u> |

STATEMENT OF ASSETS

Assets

| | | | | |
|----------------------|--|---------------|--|---------------|
| Bank current account | | 28,253 | | 27,178 |
| Deposit account | | 13,087 | | 11,500 |
| | | <u>41,340</u> | | <u>38,678</u> |

Represented by:

| | | | | |
|------------------------------------|--------------|---------------|------------|---------------|
| Surplus brought forward | 30,678 | | 26,948 | |
| Transfer (to)/from designated fund | (5,000) | | 2,948 | |
| (Deficit)/Surplus for year | <u>2,662</u> | 28,340 | <u>782</u> | 30,678 |
| Designated fund | | <u>13,000</u> | | <u>8,000</u> |
| | | <u>41,340</u> | | <u>38,678</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, funds pledged to Heathland school were:

| | |
|--------------------------------------|---------------|
| £295 Widget | Mrs Cork |
| £750 PE Equipment | Mr Minter |
| £500 Library seating/outdoor library | Miss Philpott |
| £1,400 Reading corners (£100/class) | Mr Crawley |
| £10,000 Playground provision | Mr Crawley |
| £420.69 Year 1 continuous provision | Mrs Brennan |
| <u>£13,365.69</u> | |

3 Outstanding Grants

| |
|----------------------------------|
| £36.79 Forest Schools |
| £899.72 Inclusion Room |
| £500.00 Asda - Peaceful Paradise |
| <u>£1,436.51</u> |

4 Deferred Income

At the year end, £4,244 net income was received in the year that relates to the Fireworks fundraising event for 2025.

5 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 the annual fireworks event undertaken by the charity. A further fund of £5,000 is required as a general contingency fund for other fundraising events or administrative costs.

| Money Held in Deposit Account (Reserve) | |
|-----------------------------------------|---------------|
| Fireworks | 8,000 |
| Contingency Fund | 5,000 |
| Interest | <u>87</u> |
| | <u>13,087</u> |



| Period to 31 July 2025 | Heathlands Primary School - PTA Income & Expenditure Report | | | |
|----------------------------------|-------------------------------------------------------------|-------------------|------------------|----------------------------------|
| Event/Project | INCOME | EXPENDITURE | BALANCE | Comment |
| | £ | £ | £ | |
| Fireworks 2024 | 27,784.75 | -18,594.90 | 9,189.85 | Some sponsorship c/fwd from 2023 |
| Hollyberry Fayre | 6,421.56 | -1,602.58 | 4,818.98 | 2023 profit £3,552.47 |
| Christmas Crackers | 0.00 | -140.12 | -140.12 | |
| Co-op | 321.58 | 0.00 | 321.58 | |
| Bag2School | 179.40 | 0.00 | 179.40 | |
| Uniform Sales | 79.16 | 0.00 | 79.16 | |
| Christmas Cards | 511.70 | 0.00 | 511.70 | |
| Wonka Bars | 4,584.91 | -2,288.97 | 2,295.94 | |
| School Disco | 869.50 | -75.36 | 794.14 | |
| Easy Fundraising | 107.64 | 0.00 | 107.64 | |
| Library | 270.50 | -557.00 | -286.50 | |
| Eco-Council | 242.38 | 0.00 | 242.38 | |
| Asda | 601.11 | 0.00 | 601.11 | |
| Fireworks 2025 | 6,275.00 | -2,031.00 | 4,244.00 | Nov 2025 Fireworks |
| Sports Day | 808.24 | -152.31 | 655.93 | |
| Year 6 Leavers Books | 68.76 | -1,444.15 | -1,375.39 | |
| Frozen Fridays | 878.58 | -446.60 | 431.98 | |
| Summer Fayre 2024 | 0.00 | -99.08 | -99.08 | |
| Stikins | 46.58 | 0.00 | 46.58 | |
| Sub Total Events/Projects | 50,051.35 | -27,432.07 | 22,619.28 | |
| Grant - Forest Schools | 260.00 | -223.21 | | Balance £36.79 |
| Grant - Library | 1,000.00 | 0.00 | | |
| Grant - Inclusion Room | 0.00 | -836.99 | | Balance £899.72 |
| Sub Total Grants | 1,260.00 | -1060.20 | | |
| Admin | | -214.67 | -214.67 | |
| Heathlands | | -20,115.00 | -20,115.00 | |
| Ledger Totals | 51,311.35 | -48,821.94 | 2,489.41 | |

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SUMMARY FINANCIAL STATEMENT FOR THE YEAR ENDED 31 JULY 2025

Income was £14,278 higher than last year, due to the fireworks event being able to go ahead, having been cancelled last year.

Sadly we were unable to run a summer fayre this year due to no team to run it, but the Hollyberry Fayre was £1,200 more profitable than last year. The Wonka event was very successful for the second year.

SCHOOL

A total of £21,175 was distributed to the school during the year.

Money distributed to the school has been used for:
Refurbishment of the school library

CURRENT POSITION

Bank balance on 31 July 2025 was £28,252.

Bank balance 16/09/2025 was £26,977.

Payments pledged to school: £13,365.69

Balance of grants outstanding: £1,436.51

Year 6 leavers books: £1,400.00

Available funds as at 16/09/2025: £10,774.80

Next major event is the fireworks and we anticipate further costs to be met from the PTA account before the night - generally look to keep an £8,000 balance in the account to cover this.

TREASURER

It has been a privilege to continue working alongside the committee this year, who are so dedicated to running fun and memorable events for the school community to continue to raise valuable funds for the benefit of the school.

Rosey Francis



Section A

Independent Examiner's Report

Report to the trustees

Heathlands PTA

On accounts for the year
ended

31st July 2025

Charity no
(if any)

0137284

Set out on pages

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2025.

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:

5-3-26

Name:

Paul Harrison

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

M.A.A.T, I.A.M, Dip I.A.M. CSBM, DSBM

| | |
|-----------------|------------------------------------------------|
| Address: | The Ranche, Long Road West, Dedham, Colchester |
| | CO76EH. |
| | |

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.

