



## Trustees' Annual Report for the period

From **01/08/2022** To **31/07/2023**

Charity name: **Milton Road Primary School's Parent Teacher Association**

Charity registration number: **1038520**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ul style="list-style-type: none"><li>• Promote a friendly and social atmosphere between pupils, staff, parents, governors, and the local community.</li><li>• Raise funds to enable the school to buy facilities and equipment outside the normal school budget</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	<ul style="list-style-type: none"><li>• Welcome picnic</li><li>• Fun run</li><li>• Spooky and book day disco</li><li>• Christmas card project</li><li>• Carol concert</li><li>• Christmas tree sales</li><li>• Band night</li><li>• Book day disco</li><li>• Comedy night</li><li>• Sponsored skip</li><li>• Summer Fair</li><li>• Second hand PE kit sale</li><li>• Other smaller events and activities</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes and we do not part from the guidance

### 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	Para 1.38	

investment		
Contribution made by volunteers	Para 1.38	
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	The PTA's main achievement this year was to fund and install full class outdoor seating in the pod areas outside the Years1 – 6 classrooms. In addition the PTA funded a number of smaller requests from teachers including: a full class set of glockenspiel, a camera, and year 6 leavers books.

### 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		
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## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£35,643
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	There is no official policy on holding reserves but our ambition is to hold £8,000 cash head room at the end of the year in order to fund projects and cover costs in the year ahead
Amount of reserves held	Para 1.22	£8,000
Reasons for holding zero reserves	Para 1.22	To fund projects for the year ahead and cover chasflow
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity is in a financially strong position

### 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	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	Elected by the PTA

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

### Reference and Administrative details

Charity name	Milton Road Primary School's Parent Teacher Association
Other name the charity uses	
Registered charity number	103852
Charity's principal address	Milton Road Primary School Ascham Road Cambridge, CB42BD

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Yung-Chin Oei			PTA
2	Jane O’Beirne			PTA
3	Lisa Wagner			PTA
4	Alison Hall			PTA
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### 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

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### Other optional information

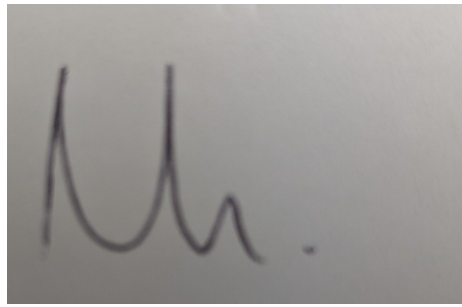
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s) Robert Monk

Robert Monk	
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Position (eg Secretary, Chair, etc) Treasurer

Treasurer	
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Date 29/05/2024

29/05/2024
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Milton Road Primary School's Parent Teacher Association No (if any)  
1038520

CC16a

## Receipts and payments accounts

For the period from	Period start date 8/1/2022	To	Period end date 7/31/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
OTHER DONATIONS	4,218	-	-	4,218	-
REGULAR GIVING	1,968	-	-	1,968	-
EVENT INCOME	17,868	-	-	17,868	-
CASH IN	8,406	-	-	8,406	-
REFUND FROM SCHOOL	401	-	-	401	-
CAF	2,965	-	-	2,965	-
STRIPE	930	-	-	930	-
GIFTAID	1,943	-	-	1,943	-
<b>Sub total</b> (Gross income for AR)	<b>38,700</b>	<b>-</b>	<b>-</b>	<b>38,700</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>38,700</b>	<b>-</b>	<b>-</b>	<b>38,700</b>	<b>-</b>
<b>A3 Payments</b>					
FEES	379	-	-	379	-
EVENT EXPENSES	9,952	-	-	9,952	-
PURCHASE FOR SCHOOL	22,458	-	-	22,458	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>32,789</b>	<b>-</b>	<b>-</b>	<b>32,789</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>32,789</b>	<b>-</b>	<b>-</b>	<b>32,789</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>5,911</b>	<b>-</b>	<b>-</b>	<b>5,911</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>5,911</b>	<b>-</b>	<b>-</b>	<b>5,911</b>	<b>-</b>

# Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Total assets	35,643	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	35,643	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

**Report to the trustees** Charity Name  
Milton Road Primary School's Parent teacher association

**On accounts for the year ended** 2022/23 **Charity no (if any)** 1038520

**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** 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.

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

**Signed:** 

 **Date:** 29/05/2024

**Name:** Thomas Kewell

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

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Address:

57 Arbury Road
Cambridge
CB4 2JB

## 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.

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