



Trustees' Annual Report for the period

Period start date		Period end date	
01	09	2022	30
From		To	
		09 2023	

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Glenfall Way	
Charlton Kings	
Cheltenham	
Postcode	GL52 6XZ

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	Elizabeth James	Chair		
2	Julia Caskey	Treasurer		
3	Rebecca Mustow			
4	Pete Clark			
5	Jonathan King			
6	Helen Green			
7	Joanne Taring			
8	Catherine Whyte			
9	Matthew George			
10				
11				
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15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the Association is to advance the education of the pupils in the school. In furtherance of this object the association may:

- ~ Develop a more extended relationship between the staff, pupils, ex-pupils, parents, friends and others associated with the school.
- ~ Engage in activities which support the school and advance the education of the pupils attending it.
- ~ Provide and assist in the provision of such facilities or items for education and the school as the Committee in consultation with the Governing Body shall from time to time determine

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During the year the main activities undertaken for the public benefit in relation to the Charity's objectives were social fundraising events including a Christmas Fair, Rags to Riches collection, 100 Club, Summer Fair, Cake Sale, Discos, pre-loved uniform sales, pupil Christmas cards, Lido event.

Additional fundraising for a new Infant Playground was carried out including crowdfunding and Park Run takeover.

Money raised helps to fund equipment, events and activities for the benefit of Glenfall Primary school and its pupils.

The guidance issued by the Charity Commission on public benefit has been followed.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Engaging with the Local community and members of the School to enhance the children's educational experience at Glenfall Primary School.

Section E

Financial review

Brief statement of the charity's policy on reserves

Any surplus funds which are not required for immediate support to the school are retained in the charity's bank account.

Details of any funds materially in deficit

Not applicable.

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

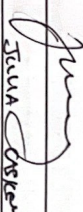
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (e.g. Secretary, Chair, etc)

Date

	
JULIA O'BRIEN	
Trustee	
21.02.2024	

STATUS AND ADMINISTRATION

Name

The name of the charity is the "Glenfall Parent Teachers Association".

Address

Glenfall Community Primary School, Glenfall Way, Charlton Kings, Cheltenham, GL52 6XZ.

Governing Document

The Charity is governed according to its constitution. The constitution was last amended on 19 September 2023.

Trustees

Rebecca Mustow (Chair from 19 September 2023)
Elizabeth James (Chair to 19 September 2023)
Julia Caskey (Treasurer & Secretary)
Harriet Jackson (appointed 19 September 2023)
Ian Swales (appointed 19 September 2023)
Rebecca Waugh (appointed 19 September 2023)
Catherine Whyte
Peter Clark (resigned 19 September 2023)
Matthew George (resigned 19 September 2023)
Helen Green (resigned 19 September 2023)
Jonathan King (resigned 19 September 2023)
Joanne Tarling (resigned 19 September 2023)

Bank

HSBC, 2 The Promenade, Cheltenham GL50 1LR.

**REPORT OF THE TRUSTEES
YEAR ENDED 31 AUGUST 2023**

The objectives of the Charity

The objectives of the Charity are to advance the education of the pupils in the school. In furtherance of this object the association may:

- ~ Develop a more extended relationship between the staff, pupils, ex-pupils, parents, friends and others associated with the school.
- ~ Engage in activities which support the school and advance the education of the pupils attending it.
- ~ Provide and assist in the provision of such facilities or items for education and the school as the Committee in consultation with the Governing Body shall from time to time determine.

Association membership

Membership shall be open to any parents, carers and/or guardians of pupils attending the school, teachers, past parents, grandparents and other friends of the school.

Appointment of officers

The Management and control of the Charity shall be vested in the Committee. The Committee shall consist of at least six elected members. The following officers shall be elected annually at the Annual General Meeting:

- Chairperson
- Honorary Treasurer
- Honorary Secretary

Public benefit

The Trustees have had due regard to guidance published by the Charity Commission on public benefit when carrying out the activities of the charity during the year.

**REPORT OF THE TRUSTEES
YEAR ENDED 31 AUGUST 2023**

Role of the Glenfall Parent Teachers Association (also known as the Friends of Glenfall School "FROGS")

FROGS exists to enable parents, guardians and carers to participate in the community of the school and raise funds to provide the children attending the school with extra materials, facilities and experiences which are not routinely provided from central funding.

As well as raising money, FROGS is about bringing the school community together through various social events such as fairs, discos and quiz nights.

Events during 2022/23 included:

- 100 Club
- Pre-loved uniform sales
- Christmas cards
- Rags2Riches clothing collections
- Christmas fair
- Cake Sales
- Discos
- Summer Fair (GLENFEST)
- Lido evening
- Quiz & Chips
- Park Run
- Sports Day refreshments

The Committee is comprised of parents and teachers who meet regularly to plan the various events and are keen for as many parents, guardians and carers as possible to join us.

Financial Review

The year ending 31 August 2023 was very successful, with voluntary income and events raising £18,626 in total after costs.

£6,409 was gifted to the school to pay for a new Library television, class trips, class Christmas presents, a defibrillator cabinet, GLENFEST commemorative mugs, water boiler, Year 6 first aid course, new football kit, Sports Day ice pops and Year 6 leavers gifts.

Restricted fundraising of £6,237, raised through a crowdfund campaign and Park Run, has been set aside for the Key Stage 1 Playground which will be completed in 2023/24 and a further £5,725 was set aside in reserves for future use.

Reserves Policy

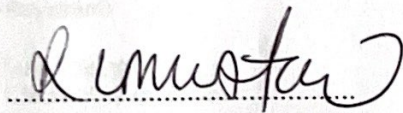
Any surplus funds which are not required for immediate support to the school are retained in the charity's bank account.

**REPORT OF THE TRUSTEES
YEAR ENDED 31 AUGUST 2023**

Future plans

With the continued support of the Committee and volunteers, the Charity intends to continue to organise the events that have proved popular last year as well as fit in new events where possible.

The fundraising for the new school playground will complete in the early part of the next financial year and it is planned that construction will go ahead by Spring of 2024.



Rebecca Mustow
Chair
Glenfall Parent Teacher's Association

Date: 21.02.2024

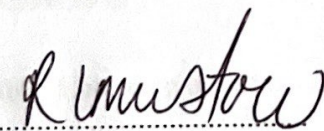
**SUMMARY OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

	Note	2023 £	2022 £
Receipts			
Fundraising	1	25,394	12,848
Other income	2	145	228
Total receipts		25,539	13,076
Payments			
Fundraising	1	6,768	3,057
Charitable activities	3	6,409	3,770
Other expenses	4	400	247
Total payments		13,577	7,074
Net receipts		11,962	6,002
Cash balances brought forward from prior year		14,441	8,439
Cash balances carried forward to next year	5	26,403	14,441

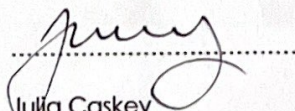
STATEMENT OF ASSETS AND LIABILITIES

	2023 £	2022 £
Cash funds		
Cash at bank	25,968	14,247
Petty cash	435	194
	26,403	14,441

Approved by the Trustees on 21.02.2024 and signed on their behalf by:



Rebecca Mustow
Chair



Julia Caskey
Treasurer

**NOTES TO RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2023**

1. Fundraising activities

Fundraising activity	2023 Receipts £	2023 Payments £	2023 Net receipt/ (Payment) £	2022 Net receipt/ (Payment) £
Rags2Riches clothing collections	271	-	271	-
100 Club	1,590	(350)	1,240	900
Christmas Fair	4,130	(1,398)	2,732	2,572
Christmas Cards	1,246	(574)	672	431
Discos	1,684	(1,155)	529	527
Cake sales	507	-	507	250
Summer Fair (Glenfest)	5,758	(2,442)	3,316	3,863
Quiz & Chips	334	(86)	248	-
Donations	1,212	-	1,212	753
Lottery	655	-	655	-
Pre-loved uniform	107	-	107	42
Lido evening	1,023	(686)	337	373
Sports Day refreshments	125	(36)	89	-
Silent auction	-	-	-	80
Restricted fundraising activity				
Restricted fundraising: KS1 Playground				
Park Run	156	(41)	115	-
Crowdfund campaign	6,122	-	6,122	-
Restricted fundraising: Football kit				
Sponsorship	474	-	474	-
Total fundraising activities	25,394	(6,768)	18,626	9,791

**NOTES TO RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2023**

2. Other income

	2023	2022
	£	£
Prior year silent auction receipt	60	-
Next year Christmas Fair sponsorship	50	30
Xmas fundraiser	-	40
Bank interest	2	-
Gift Aid	33	158
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	145	228
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3. School gifts

	2023	2022
	£	£
School trips – prior year	672	-
Year 6 leavers autograph books - prior year	40	38
Year 6 leavers USB sticks	430	-
Year 6 leavers autograph books	40	-
Year 6 leavers hoodies	589	546
Class Christmas presents	448	552
Library television	946	-
Panto	444	700
Football kit	28	-
Football kit – restricted funds	474	-
School trips	750	1,200
Sports day ice pops	22	-
Year 6 first aid course	200	-
Glenfest mugs	681	-
Water boiler	125	-
Defibrillator cabinet	520	-
Outdoor chimes	-	206
Outdoor thermometers	-	143
Forest school camp fire	-	133
Microphone x 2	-	150
Clock x 2	-	102
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	6,409	3,770
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**NOTES TO RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2023**

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4. Other expenditure

	2023	2022
	£	£
Money processing charges (SumUp)	5	1
Gas canister & refill	94	-
PTA Membership	140	116
Lottery license	20	40
AGM costs	22	-
Shed padlock	6	5
Bank charges	113	85
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	400	247
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5. Funds

	1 Sep 2022	Receipts	Payments	31 Aug 2023
	£	£	£	£
Fund				
General	14,441	18,787	(13,062)	20,166
Restricted – Football Kit	-	474	(474)	-
Restricted – KS1 Playground	-	6,278	(41)	6,237
		<hr/>	<hr/>	
	14,441	25,539	(13,577)	26,403
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Section A

Independent Examiner's Report

Report to the trustees	Glenfall Parent Teachers Association		
On accounts for the year ended	31 August 2023	Charity no (if any)	1039272
	Set out on pages 1-9		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/ 08 / 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 (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.

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