

**FORESTDALE PRIMARY SCHOOL PARENT
TEACHER ASSOCIATION**

**ANNUAL REPORT AND FINANCIAL
STATEMENTS FOR THE YEAR ENDED
31st AUGUST 2024**

Charity Number: 1053262

**FORESTDALE PRIMARY SCHOOL PARENT TEACHER
ASSOCIATION**

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31st AUGUST 2024**

Contents

	PAGES
Trustees Annual Report	1-4
Independent examiner's report to the Trustees	5
Statement of Financial Activities	6
Balance sheet	7
Notes to the financial statements	8-9

FORESTDALE PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

TRUSTEES' ANNUAL REPORT

The Trustees are pleased to present their annual report for the year ended 31st August 2024 together with the financial statements for that period.

REFERENCE AND ADMINISTRATION DETAILS

Charity's principal address:

Forestdale Primary School
Woodpecker Mount
Pixton Way
CR0 9JE

Trustees

Samantha Archer
Rebecca Veacock
Gemma Gregory
Mark Harwood
Amy Burnham
Hannah Gray

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity's governing document is the constitution adopted on 18th March 1994 as amended on 1st July 2014. Appointment of trustees is governed by the Trust Deed of the charity. The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee.

OBJECTIVES AND ACTIVITIES

The objectives of the charity is to advance the education of the pupils of Forestdale Primary School Parent Teacher Association. The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

FORESTDALE PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

TRUSTEES' ANNUAL REPORT - continued

CHAIR'S ANNUAL REPORT

The committee have had a great 12 months, increasing our total profit from 2023 by c.33%, taking our total for 2023/24 to a fantastic £12,596.06.

The success that we have had is, as always, testament to the hard work of the committee, the great support from parents, carers and teachers and the invaluable support from the SLT, Louise, Sue and Stella in the office and Mike and Steve, our site managers. The support we have received from Sarah since taking over as headteacher has been extremely positive and the relationship between the PTA Committee and the SLT has strengthened over the past year.

Over the course of the year, we have organised two discos, a Christmas fair and Elfridges shop, an Easter egg hunt, a summer fair, a Year 6 leavers disco and a new golden ticket event, which went down very well with the children. Alongside these events we have run a number of mufti days as well as organising personalised artwork via School Fundraising for Mother's Day and Father's Day. Having a slightly larger committee this year has made a big difference and the collaboration with the new Class Reps in relation to volunteering for recent events has been positive.

We have been able to fund a number of items for the school this year which are detailed in the Treasurer's report. These include bark for the Peace Garden, live pantomimes, Christmas parties and bookbags for our new Reception starters, which the committee have agreed to fund each year. We are looking forward to working with the school this year to provide a donation towards reading books for the whole school and the start of our long-awaited trim trail.

We have many exciting plans agreed with the school for 2024/25 with some new and exciting events including a Laser Show and a Colour Run. We also plan to hold our annual Summer and Christmas fairs, easter egg hunt and the Wonderlicious golden ticket event will return for World Book Day for 2025.

Samantha Coppock decided to step down from the committee late 2023, due to work commitments but we thank her for her support during her time with us. All current committee members have nominated themselves to continue in their roles for the current academic year.

A huge thank you from all of us for the support we have received, and we look forward to an exciting year ahead.

TREASURERS REPORT

The opening balance as at 01/09/2023 was £7,055.31 across the two accounts, broken down as follows:

Barclays Current – £4,946.94
Barclays Saver – £2,108.37

The closing balance as at 31/08/2024 was £11,776.03 across the two accounts, broken down as follows: (accounts will be filed ahead of deadline:

Barclays Current – £1,202.04
Barclays Saver – £10,573.99

Profits for the year per event:

Autumn Disco Oct 2023 – £1,749.81
Fireworks Nov 2023 - £3,735.21
Christmas Fair Dec 2023 – £1,594.56
Christmas Shop - £76.57
Spring Disco Feb 2023 - £1,154.61
Mother's Day Artwork Feb 2024 - £206.00
Beaverbrooks Donation - £1,400.00
Mufti Day March 2024 - £563.50
Easter Egg Hunt March 2024 - £259.14
Quiz Night May 2024 - £61.15
Wonderlicious Bars June 2024 - £353.49
Father's Day Artwork June 2024 - £155.50
Tea Towels July 2024- £185.40
Summer Fair July 2024 - £667.74
Ice Cream Sales July 2024 - £210.80
Matched Funding Summer Fair - £222.58

Total profits for the year - **£12,596.06**

Items purchased for the school from Sept 2023 to date are as follows.

Crackers for Christmas Lunch - £287.90
Pantomimes – Nov 2023 - £1,476.00
Christmas Class Parties Dec 2023 - £392.16
Bark for Peace Garden - £1,176.00
Ice Poles for Sports Morning - £46.50
Leaver's Autograph Books – TBC
New Reception Starter's Bookbags - £324.00
New Parents Evening Refreshments - £42.25
Year 6 Leaver's Disco - £481.49

Total funding for the year - **£4,254.19**

Items purchased to support the running of the PTA from Sept 2023 to date are as follows.

New gazebos for events - £388.95
New BBQ for events - £222.00
New card readers for events - £248.40
First Aid/Food Hygiene Courses - £566.40
Shed purchase, installation and power - £2,443.35
Freezer for events - £250.00

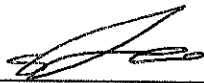
**FORESTDALE PRIMARY SCHOOL PARENT TEACHER
ASSOCIATION**

TRUSTEES' ANNUAL REPORT - continued

DECLARATION

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

Signed on behalf of the charity's trustees:



Samantha Archer - Trustee

Date: 6th March 2025

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
FORESTDALE PRIMARY SCHOOL PARENT TEACHER ASSOCIATION**

I report on the accounts of the charity (charity number 1053262) for the year ended 31st August 2024 which are set out on pages 5 to 9.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

BASIS OF THE INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Charities Act, to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Roger P B Storey FCMA
26 Cherry Orchard Road,
Bromley, Kent, BR2 8NE

Date: 6th March 2025

**FORESTDALE PRIMARY SCHOOL PARENT TEACHER
ASSOCIATION**

**STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st AUGUST 2024**

			<u>2024</u>	<u>2023</u>
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £
Income from:				
Parent's donations		32,127	0	32,127
Match funding		0	0	0
		<u>32,127</u>	<u>0</u>	<u>32,127</u>
				<u>21,211</u>
Expenditure on:				
Charitable activities	2	<u>27,546</u>	0	<u>27,546</u>
		<u>27,546</u>	<u>0</u>	<u>27,546</u>
Net income and net movement in funds -				
		<u>4,581</u>	<u>0</u>	<u>4,581</u>
				<u>3,093</u>
Total funds brought forward		6,915	0	6,915
Total funds carried forward		<u>11,496</u>	<u>0</u>	<u>11,496</u>
				<u>6,915</u>

The notes to the accounts form part of these financial statements.

The charity has no recognised gains or losses other than the results for the year as set out above. All activities of the charity are classed as continuing.

**FORESTDALE PRIMARY SCHOOL PARENT TEACHER
ASSOCIATION**

BALANCE SHEET AT 31st AUGUST 2024

	<u>2024</u>	<u>2023</u>
	£	£
Current assets		
Cash at bank	11,776	7,055
		7,055
Creditors: amounts falling due within one year	280	140
NET CURRENT ASSETS	11,496	6,915
Total Assets	11,496	6,915
Funds		
Unrestricted funds	11,496	6,915
Funds carried forwards	11,496	6,915

Approved by the trustees on 6th March 2025



Samantha Archer - Trustee

FORESTDALE PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31st AUGUST 2024

1 Accounting Policies

1.1 Basis of Preparation of Financial Statements

The financial statements have been prepared under the Charities Act 2011 in accordance with the 2014 version of "Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 (FRS 102) applicable in the UK (effective from 1 January 2015)" – the Charities SORP (FRS 102), as amended by Update Bulletin 1. It is exempt, by virtue of its size, to include a statement of cash flows in these financial statements.

1.2 Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

1.3 Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and Governance costs are allocated or apportioned to the applicable expenditure headings.

1.4 Unrestricted funds

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees; restricted funds are subject to restrictions imposed by the donor.

**FORESTDALE PRIMARY SCHOOL PARENT TEACHER
ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st AUGUST 2024**

2 Expenditure on charitable activities

	2024	2023
	£	£
Outdoor play area equipment and garden	1,758	1,987
Events and fundraisers	23,034	14,171
Card machine	248	0
Printing and Computer	99	17
Accountancy fees	140	140
Legal and licence fees	702	83
Insurance	155	140
Panto tickets	1,476	1,584
Interest received	(66)	(4)
	<u>27,546</u>	<u>18,118</u>