



The Friends of Tylers Green Middle School (PTA)

Trustees' annual report for the period

FROM	Period Start Date			TO	Period End Date		
	Day	Month	Year		Day	Month	Year
	01	08	2022		31	07	2023

**Reference and administration details**

Charity Name	The Friends of Tylers Green Middle School
Other names charity is known by	FOTGMS / PTA
Registered Charity number	1066968
Charity's principal address	C/O Tylers Green Middle School Cock Lane Tylers Green High Wycombe Buckinghamshire HP10 8DS

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 (if any)
1	Jessica Sugden	Chair	01/09/2022	
2	Jacqueline Ball	Secretary	01/09/2022	
3	Josephine Rutter	Treasurer	01/09/2022	
4	Caroline Newbery	Treasurer	01/09/2022	
5				
6				

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

Name	Dates acted if not for whole year
None	N/A

Names and addresses of advisors (Optional information)

Type of Advisor	Name	Address

## Structure, governance and management

### Description of the charity's trusts

Type of Governing Documents	Constitution adopted September 2012
How the charity is constituted	Unincorporated association (Volunteer led)
Trustee selection method	Trustees are appointed / agreed by School leadership or reappointed at the Annual General meeting in September. All members of the organisation are volunteers and most members operate in role for 1 – 2 year tenure whilst their children attend the school. All members are parents of the school and no non-parents are part of the organisation. Membership consists of all parents and / or guardians of pupils attending the school and all Teachers.
Additional Information	<p>This organisation is effectively a Parent Association, set up to raise funds through organised events. All events are run through the school, either in the form of events/activities which parents contribute money towards in return for attending an event (e.g. School disco's, hot dog days etc).</p> <p>All funds raised are used solely to administer the charity and paid to the school. These funds are in the form payment for events and products requested by the school leadership / teaching staff.</p>

## Objectives and activities

Summary of the objectives of the charity set out in its governing document	<p>The object of the Association is to advance the education of the pupils in the school. In furtherance of this objective the Association may:</p> <ul style="list-style-type: none"> <li>- Develop more extended relationships between the staff, parents and other associated with the school.</li> <li>- Engage in activities which support the school and advances the education of pupils attending it.</li> <li>- Provide and assist in the provision of such facilities or items for education at the school (not provided from statutory funds) as the committee in consultation with the Governing Body shall from time to time determine.</li> </ul>
Summary of the main activities undertaken for the public benefit in relation to these objectives	<p>The main activities carried out by the FOTGMS are child led events. They include termly discos for the pupils or twice-yearly school fete. The school fetes include running a raffle which parents can buy prepaid raffle tickets. During each term we arrange events such as hot dog day where children can purchase a hot dog for lunch. As an organisation we support the school in any fund-raising event they wish to undertake.</p>

	<p>In some years the school may agree to run a Ball to raise exceptional funds for the school. These are normally linked to either a special anniversary for the school or specifically to raise funds for a larger/expensive project. In this year the school worked with a set of parent volunteers to organise a Ball to raise money to regenerate the environment area and create new outdoor classrooms. This events income and expenditure is included within the PTA / FPTGMS accounts as they do not have access to their own financial set up.</p>
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### Achievements and performance

<p>Summary of the main achievements of the charity during the year.</p>	<p>This year we had reinvigorated the PTA after some years following Covid when activities were limited. We enjoyed a year of varied events and activities that included the entire school population. These events provided excellent fun and social events that both pupils and parents could join.</p> <p>In this financial year the charity was delighted to raise £18,789 from their regular activities. This was done through many events including discos, fete's, bags to school charity drop, ice cream sales and many more. We have benefitted from some funds matching for events from parents who work for organisation that offer this charitable support. In this financial year, we had a single donation of £1001 from a parent's business.</p> <p>The key activities and their income / costs and subsequent profit are shown in the reports attached.</p> <p>In addition, this year as a one off, the charity organised a Kings &amp; Queens themed Ball, which parents and friends of the school attended, raising money for the school environment project. This event was organised by a team of volunteer parents. The Ball raised £36,000 in income and had costs of £30,000 in this financial year. This was a unique event and the costs / income are included in the full financial accounts of the FOTGMS.</p>
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### Financial review

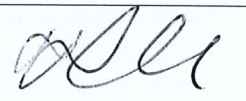
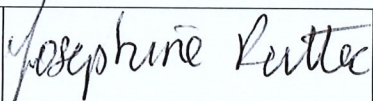
<p>Statement of the charity's policy on reserves.</p>	<p>It is the intention of charity that each year the funds raised would be given to the school for projects. During Covid the school was unable to implement some of its plans and as a result the funds were carried over into the following year. This was agreed at each AGM.</p>
<p>Details of any funds materially in deficit.</p>	<p>None</p>

Further financial review details:	<p>As a charity, we raise almost all our funds from events. We do have some funds matching or may receive donations from local businesses. These donations are purely donations and the charity does not offer / give any work or support in return.</p> <p>We do not invest our funds; the money is given directly to the school for purchases made by the school.</p>
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**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)	J. SUGDEN	J. RUTTER
Position	CHAIR	TREASURER

Friends of TGMS TREASURERS FINANCIAL REPORT

Annual Financial Report events organized by FOTGMS  
 Financial year 1<sup>st</sup> August 2022 – 31<sup>st</sup> July 2023  
 Accounts prepared by J Rutter & C Newbery  
 Date accounts prepared: 04/10/2023

Beginning balance (1<sup>st</sup> August 2022) £10,873.60

<b>Registered Charity No: 1066968</b>		<b>FOTGMS</b>	
<b>INCOME / EXPENDITURE</b>			
<b>for year ending 31 July 2023</b>			
	Total for financial year August 1st 2022 - July 31st 2023		
<b>Event</b>	<b>Income</b>	<b>Expenditure</b>	<b>Profit/Loss</b>
Bag 2 School	£398.00	£0.00	£398.00
Hot Dog Day	£1,518.50	-£680.22	£838.28
Christmas Cards	£493.50	-£407.50	£86.00
Play / Production Bar	£937.55	-£91.96	£845.59
Ice Cream Sales	£419.65	-£110.41	£309.24
Christmas Fayre	£5,813.08	-£1,157.51	£4,655.57
Disco	£3862.10	-£1,425.07	£2,437.03
Easy Fundraising	£130.66	£0.00	£130.66
Summer Fayre	£4108.29	-£1,606.74	£2,501.55
Preloved	£38.50	£0.00	£38.50
Other & Admin	£1069.24	-£373.97	£695.27
<b>Total</b>	<b>£18,789.07</b>	<b>-£5,853.38</b>	<b>£12,935.69</b>
Donations to school		<b>-£827.75</b>	<b>-£827.75</b>
Summer Ball	£36,136.32	-£30,333.23	£5,803.09
Float transactions total should always equal £0.00	£4,530.00	-£4,530.00	£0.00

Closing balance (31<sup>st</sup> July 2023) £28,784.63

**Comments:**

Total profit raised by FOTGMS from all events exc ball was £13,540.52. However due to timescales of accounting our financial year ends on 31<sup>st</sup> July. Total profit up to this date is £12,935.69.

FOTGMS – Included in the total profit for the years events is £1,500, which was received in funds matching from our generous donors and parents at Centrica (£500) and Clearsky (£1,001).

Donations already made to the school during the year of £827.75 include funding for Yr 6 leavers events and supply of the year 6 leavers book.

All expenses have been reconciled against receipts with exception of 1 expense for hot dog days.

**Summer Ball notes:**

Some expenses are still outstanding for the Summer Ball; however, a provision has been made. Estimated final profit will be £8002.22, this includes a £2000 funds matching donation paid directly to the school.

**Final funds available to school:**

There was a carry forward of £10,873.60 from previous years.

Total funds available to school for the environment project is £28,874.63

Full report of accounts will be published on Charity Commission website as per these accounts p to the end of July 2023, which will include a total number for FOTGM including Ball.



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name THE FRIENDS OF TYLERS GREEN MIDDLE SCHOOL

On accounts for the year ended

31 JULY 2023 Charity no (if any) 1066968

Set out on pages

1-2 (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 trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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: J. Mehta Date: 16/7/24

Name: JANA MEHTA

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

CERTIFIED PUBLIC ACCOUNTANT

Address:

36 WHEELER AVE PENN, BUCKINGHAMSHIRE HP10 8EB

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight 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.

N/A      NONE