Cheriton Primary School PTFA

Trustees' Annual Report
for the year ended 31 August 2026

Registered charity number 1210481

Reference and Administrative Details

Charity name	Cheriton Primary School PTFA
Charity number	1210481
Principal address	Cheriton Primary School, Church Road, Folkestone, Kent, CT20 3EP
Trustees serving during the year	Cariad Martin (Chair) Melanie Hampton (Treasurer) Kelly Nelson (Communications Officer) Zara Hamilton-Stimpson (Secretary)

Josie Dobson served on the elected committee as Vice-Chair during the year but was not appointed as a charity trustee during this reporting period.

Structure, Governance and Management

Cheriton Primary School PTFA is an unincorporated charitable association governed by the Parentkind Model Constitution for Parent Teacher Associations in England and Wales. Under the constitution, the committee is the governing body of the association. Trustees are elected at the Annual General Meeting and serve until the following AGM, with power to co-opt additional trustees during the year.

The committee meets during the school year to plan activities, consider funding requests and manage the charity's funds. The PTFA is run by volunteers and works closely with Cheriton Primary School.

Objectives and Activities

The PTFA's charitable purpose is to advance the education of pupils at Cheriton Primary School, in particular by developing effective relationships between staff, parents and others associated with the school, and by engaging in activities or providing facilities and equipment which support the school and advance pupils' education.

During the year the PTFA raised funds through school and community events, donations, commissions and grant applications. Funds were used to improve educational facilities, play opportunities, curriculum resources and wellbeing provision for pupils. The trustees have had regard to the Charity Commission's guidance on public benefit when planning activities and deciding how funds should be used.

Achievements and Performance

2025–26 was a particularly successful year for the PTFA, with significant investment in facilities and resources for pupils. A major focus was completing the final stage of the Forest School refurbishment following the 2023 arson attack. The wider project represented approximately £50,000 of investment and included an outdoor classroom, permanent shelter, covered outdoor kitchen, replacement equipment and improved accessibility. The final summer phase restored the pond, surrounding area and seating.

The PTFA also supported pupil wellbeing by funding three prototype sensory zones and securing a £4,000 Bailey Thomas Foundation grant for outdoor sensory provision connected with the Nurture Room. Some of this funding remained ring-fenced for a planned sensory garden.

Further support included improvements to the Reception playground, £5,000 towards new playground markings, play equipment and storage, Indoor Club resources, digital cameras, Bee-Bots for the computing curriculum, road-safety signage and cooking equipment for Design & Technology and Forest School use.

Fundraising activities included Winter Wonderland, school discos, tag days, Mother's and Father's Day gift sales, doughnut and ice-lolly sales and the Summer Fair. The Summer Fair, refreshments and raffle together generated £4,294.50 in receipts before costs. The PTFA also continued its preloved uniform shop, helping families reduce costs while encouraging reuse and sustainability.

Not every activity was successful: a planned quiz night was cancelled because of low ticket sales and a cinema trip made a small loss. Volunteer capacity also remained a challenge, particularly for larger events. The trustees will continue to plan events at a scale that can be managed safely and realistically by the available volunteer team.

Financial Review

Total receipts for the year were £46,789, compared with £18,937 in the previous year. Of this, £32,687 was restricted grant income for specific projects and £14,102 was unrestricted income.

Total payments were £42,049, including £27,011 of spending from restricted grant funds. Receipts therefore exceeded payments by £4,740 during the year. At 31 August 2026, total cash funds were £16,251.

A substantial part of the year-end balance was already committed. A £9,800 balance remained payable for the Forest School pond project, with £9,467.22 supported by grant funding and £332.78 to be met from PTFA fundraising. After allowing for this commitment, the PTFA calculated £6,451.05 to carry forward into 2026–27.

Reserves Policy

The trustees aim to keep at least £1,500 of unrestricted funds available as a contingency for unexpected costs and to help ensure the PTFA can continue to meet its commitments. Funds above this level may be set aside for agreed future projects. At the year end, a significant proportion of the money carried forward was either restricted grant funding or committed to planned projects. Funds

available after completion of the Forest School pond project are expected to support the new reading-for-pleasure library and other agreed school projects.

Plans for the Future

During 2026–27 the PTFA intends to continue fundraising and applying for grants to enhance pupils' educational experiences and the school environment. A major project will be the creation of a new reading-for-pleasure library using a former donated building site office. Fundraising will support furniture, books and other resources for the library. The PTFA also hopes to complete the planned sensory garden and continue supporting play provision and other priorities agreed with the school.

Recruiting and retaining volunteers will remain an important priority so that fundraising events and projects can continue without placing an unreasonable burden on a small number of volunteers.

Trustees' Responsibilities and Aapproval

The trustees are responsible for keeping proper accounting records, safeguarding the charity's assets and preparing the annual report and accounts in accordance with charity law and the charity's governing document.

This report was approved by the trustees of Cheriton Primary School PTFA on:

Date	23/09/2026
Signed	
Name	Cariad Martin
Position	Chair / Trustee