# Trustees' Annual Report for the period

| | Period start date | | | | Period end date | | |
|---|---|---|---|---|---|---|---|
| **From** | 01 | 08 | 2024 | **To** | 31 | 08 | 2025 |

## Section A Reference and administration details

| | |
|---|---|
| **Charity name** | **Oatlands County Junior School Parent Teacher Association** |
| **Other names charity is known by** | Oatlands Junior School PTA |
| **Registered charity number (if any)** | 506830 |
| **Charity's principal address** | Oatlands Community Junior School |
| | Beechwood Grove |
| | Harrogate |
| | **Postcode** **HG2 8QP** |

**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 | Claire Nelson-Boden | New Chair | Appointed 01.08.25 | |
| 2 | Asma Williams | Treasurer | | |
| 3 | Hanna Dilley | Treasurer | Appointed 01.08.25 | |
| 4 | Catherine Marsh | | Appointed 01.08.25 | |
| 7 | Charlotte Anderson | New Secretary | Appointed 01.08.25 | |
| 8 | Emma Tanner | Chair | Resigned 01.08.25 | |
| 9 | Kimberley Morgan | Secretary | Resigned 01.08.25 | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 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)**

| |
|---|
| |

## 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) | Volunteers then appointed at meetings |

**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.

**Governance**

The Trustees met regularly throughout the year to ensure that the PTA operated in accordance with its constitution and governing policies. Trustees are recruited on a voluntary basis.

The Trustees monitored:

- Compliance with PTA rules and procedures
- Financial management and internal controls
- Proper use of funds for approved purposes
- Risk management

## Section C Objectives and activities

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

**Objectives**
The PTA exists to support the education of pupils at Oatlands Community Junior School through fundraising, community engagement, and the provision of resources and activities that enhance the school experience.

**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)**

**Activities During the Year**

During the reporting period, the PTA organised and supported a variety of activities, including:

- Christmas and Summer School Fair
- Family Bingo Night
- Wreath Making
- School Discos
- Cake & Sweets Sales
- Spring Ball
- School discos
- School shops
- Non Uniform days

These activities helped strengthen relationships between parents, teachers, and the school community while raising funds to support school initiatives.

The trustees confirm that they have had regard to the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

**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**

**Financial Summary**

- Opening Balance: £14,365
- Total Income: £27,845
- Total Expenditure: £27,668 (including £18,605 paid to school for its objectives of supporting the children).
- Closing Balance: £14,542 (Cash Funds held at Bank)

The PTA has been able to fund over £18k to the school to benefit pupils and their learning experience and enrichment.

## Section E Financial review

| | |
|---|---|
| **Brief statement of the charity's policy on reserves** | The Charity maintains cash reserves in line with upcoming events to ensure it always can fund future event planning. There is no risk foreseen here as the charity does not plan to purchase what it does not have the current funds for. |
| **Details of any funds materially in deficit** | N/A |

**Further financial review details (Optional information)**

| | |
|---|---|
| You **may choose** to include additional information, where relevant about:<br>• the charity's principal sources of funds (including any fundraising);<br>• how expenditure has supported the key objectives of the charity;<br>• investment policy and objectives including any ethical investment policy adopted. | |

## Section F Other optional information

**Looking Ahead**

The Trustees encourage continued support for PTA activities and fundraising efforts. The financial position of the PTA remains stable and provides a sound foundation for future projects benefiting the students and school community.

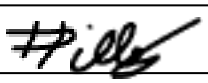
**Conclusion**

The Trustees thank all volunteers, parents, teachers, school staff, and committee members for their dedication and contribution throughout the year. Their support has been essential to the success of the PTA and its programs.

## 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)** | Hanna Dilley | |
| **Position (eg Secretary, Chair, etc)** | Treasurer | |

| | |
|---|---|
| **Date** | 30/06/26 |

CHARITY COMMISSION FOR ENGLAND AND WALES

| tlands County Junior School Parent Teacher Associatio | 506830 |
|---|---|

# Receipts and payments accounts

**CC16a**

| For the period from | 9/1/2024 | To | 8/31/2025 |
|---|---|---|---|

## 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 £ |
|---|---|---|---|---|---|
| **A1 Receipts** | | | | | |
| Enchanticas Spring Ball | 4,813 | - | - | 4,813 | - |
| Family Bingo Night | 1,198 | - | - | 1,198 | - |
| Mothers Day | 230 | - | - | 230 | - |
| Fathers Day | 279 | - | - | 279 | - |
| Wonka Bars | 1,082 | | | 1,082 | |
| Break the Rules | 527 | | | 527 | |
| Halloween | 1,583 | | | 1,583 | |
| Lolly stalls | 186 | - | - | 186 | - |
| Sweet stalls | 105 | - | - | 105 | - |
| Movie Night | 661 | - | - | 661 | - |
| Non Uniform day | 943 | | | 943 | |
| Secondhand uniform | 347 | | | 347 | |
| Summer Fair | 5,328 | | | 5,328 | |
| Grand National Sweepstake | 159 | | | 159 | |
| Parentkind | 278 | | | 278 | |
| Xmas Fair | 3,897 | | | 3,897 | |
| Xmas Shop | 1,142 | | | 1,142 | |
| Valentines Shop | 728 | | | 728 | |
| Yr 6 Hoodies | 2,442 | | | 2,442 | |
| Yr 6 stalls | 1,297 | | | 1,297 | |
| Yr 6 Leavers Disco | 621 | | | 621 | |
| | | - | - | - | - |
| ***Sub total*** *(Gross income for AR)* | 27,845 | - | - | 27,845 | - |
| **A2 Asset and investment sales, (see table).** | | | | | |
| | - | - | - | - | |
| | - | - | - | - | - |
| ***Sub total*** | - | - | - | - | - |
| ***Total receipts*** | 27,845 | - | - | 27,845 | - |
| **A3 Payments** | | | | | |
| Enchanticas Spring Ball | 409 | - | - | 409 | - |
| Family Bingo Night | 377 | - | - | 377 | - |
| Mothers Day | 105 | | | 105 | |
| Fathers Day | 200 | | | 200 | |
| Wonka Bars | 449 | | | 449 | |
| Break the Rules | 0 | | | - | |
| Halloween | 716 | | | 716 | |
| Lolly stalls | 45 | | | 45 | |
| Sweet stalls | 0 | | | - | |
| Movie Night | 54 | | | 54 | |
| Non Uniform day | 0 | | | - | |
| Secondhand uniform | 0 | | | - | |
| Summer Fair | 324 | | | 324 | |
| Grand National Sweepstake | 85 | | | 85 | |
| Parentkind | 0 | | | - | |
| Xmas Fair | 2,382 | | | 2,382 | |
| Xmas Shop | 347 | | | 347 | |
| Valentines Shop | 331 | | | 331 | |
| Yr 6 Hoodies | 2,117 | | | 2,117 | |
| Yr 6 stalls | 0 | | | - | |
| Yr 6 Leavers Disco | 848 | | | 848 | |
| Other Fundraising costs | 273 | - | - | 273 | - |
| Charitable donations to school | 18,605 | - | - | 18,605 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |

| | | | | | |
|---|---|---|---|---|---|
| ***Sub total*** | 27,668 | - | - | 27,668 | - |
| **A4 Asset and investment purchases, (see table)** | | | | | |
| | - | - | - | - | |
| | - | - | - | - | |
| ***Sub total*** | - | - | - | - | - |
| ***Total payments*** | 27,668 | - | - | 27,668 | - |
| ***Net of receipts/(payments)*** | 176 | - | - | 176 | - |
| **A5 Transfers between funds** | - | - | - | - | - |
| **A6 Cash funds last year end** | 14,365 | - | - | 14,365 | - |
| ***Cash funds this year end*** | 14,542 | - | - | 14,542 | - |

## 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 £ |
|---|---|---|---|---|
| **B1 Cash funds** | | 14,542 | - | - |
| | | - | - | - |
| | | - | - | - |
| | ***Total cash funds*** | 14,542 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |

| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|---|---|---|
| **B2 Other monetary assets** | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---|---|---|---|
| **B3 Investment assets** | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|---|---|---|---|
| **B4 Assets retained for the charity's own use** | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |

| | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---|---|---|---|---|
| **B5 Liabilities** | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval |
|---|---|---|---|
| | | Hanna Dilley | 6/30/2026 |

# Independent examiner's report on the accounts

**Section A Independent Examiner's Report**

**Report to the trustees**

Charity Name

**Oatlands County Junior School Parent Teacher Association**

**On accounts for the year ended**

31.08.2025

**Charity no (if any)**

506830

**Set out on pages**

(remember to include the page numbers of additional sheets)

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2025.**

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:**

18/09/2026

**Name:**

Rachael Walker

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

CIMA Chartered Accountant

**Address:**

9 Stiperstones Close

Ellesmere Port

CH66 4JL

**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**.