



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date – 01/09/21 To Period end date – 31/08/22

Charity name: Great Meols Primary School PTA

Charity registration number: 508030

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of pupils in Great Meols Primary School.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	By engaging in activities e.g. discos and fayres in order to provide facilities and equipment which support the school and advance the education of the pupils e.g. PHSE lessons and literacy resources.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regard to the guidance issued by the Charity Commission on public benefit. We also ensure that all year groups benefit from the funded activities each year. Decisions for how funds are allocated are made at PTA meetings in the presence of the Headteacher and Deputy Head Teacher.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The only monetary contribution volunteers make is for costs incurred for supplies which are reimbursed upon production of a receipt.
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We funded a library refurbishment project and purchased diversity books to support the school's reading initiative as well as paying for the BUG Club subscription (an online reading resource for all pupils). The Headteacher confirmed the success of these projects, commenting on how the children's enthusiasm for books and authors had grown immensely.</p> <p>We also paid for the Life Education Caravan to visit the school providing health education and safety advice in a fun environment.</p> <p>By funding the coaches for the Christmas Pantomime in New Brighton we were able to reduce the cost of this visit ensuring it was more affordable for pupils to attend.</p> <p>The Headteacher commented about how the sales of preloved uniform supported the culture of the MAT Academy. And that the sale of treats on a Friday afternoon had become a positive addition to the school's routine to mark the end of the week.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	£16,499.79 raised Closing balance £10,464.67 Which is sufficient to cover the next 12 months of financial commitments.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To have enough in the bank to cover regular commitments and any up front costs for large events e.g. fayres.
Amount of reserves held	Para 1.22	£3,500
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<ul style="list-style-type: none"> • Fayres • Discos • Refreshment sales • Christmas cards & gifts sales
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	N/A
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	PTA UK Member Model Constitution (without change)
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election to the post of Chair, Treasurer and Secretary at the AGM

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Great Meols Primary School PTA
Other name the charity uses	N/A
Registered charity number	508030
Charity's principal address	Great Meols Primary School Elwyn Road Meols Wirral CH47 7AP

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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	Nyree Fairbairn	Secretary	N/A	PTA Committee
2	Sarah Holmes	Chair	N/A	PTA Committee
3	Emma Cotgrave	Treasurer	N/A	PTA Committee
4	Caroline Webb	Committee member	N/A	PTA Committee
5	Elizabeth Edgerton	Committee member	19/10/2022 (Appointed)	PTA Committee
6	Vanessa Eyres	Committee member	19/10/2022 (Appointed)	PTA Committee
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Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian

trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

Name of chief executive or names of senior staff members (Optional information)

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>N Fairbairn</i>	<i>Emma Cotgrave</i>
Full name(s)	Nyree Fairbairn	Emma Cotgrave
Position (eg Secretary, Chair, etc)	Secretary	Treasurer
Date	25.05.23	

Accounts Sep 2021-Aug 22

	Receipts	Payments	
Opening Balance			£ 3,777.69
Movie Night	£ 780.00	£ 133.46	£ 646.54
Christmas Cards	£ 4,263.50	£ 2,813.97	£ 1,449.53
Christmas In School Activities	£ 390.00	£ 494.77	£ (104.77)
Christmas Puddings	£ 462.00	£ 293.79	£ 168.21
Christmas Bazaar	£ 3,641.73	£ 589.83	£ 3,051.90
Christmas Shop	£ 3,836.85	£ 2,223.48	£ 1,613.37
Ice creams	£ 1,794.75	£ 587.64	£ 1,207.11
Doughnuts	£ 1,471.27	£ 324.29	£ 1,146.98
Easter Egg Comp	£ 155.00	£ -	£ 155.00
* May Reading Events	£ 765.00	£ 84.24	£ 680.76
Sports Day Refreshments	£ 524.60	£ 57.17	£ 467.43
Uniform Sale	£ 416.75	£ 36.00	£ 380.75
Summer Fair	£ 6,406.35	£ 1,380.45	£ 5,025.90
Year 6 Leavers Party	£ 330.00	£ 368.30	£ (38.30)
Giving Machine	£ 40.23	£ -	£ 40.23
Amazon Smile	£ 103.99	£ -	£ 103.99
Jubilee Portrait Tea towels	£ 1,235.00	£ 729.84	£ 505.16
			£ 16,499.79
Bug Club		£ 1,561.41	£ (1,561.41)
Hi Vis vests		£ 200.02	£ (200.02)
Young Shakespeare Group		£ 637.50	£ (637.50)
Panto coaches		£ 1,190.00	£ (1,190.00)
Life Ed Caravan		£ 1,280.00	£ (1,280.00)
Library Refurb		£ 438.62	£ (438.62)
Diversity Books		£ 805.00	£ (805.00)
Leavers Books		£ 140.00	£ (140.00)
1st Aid Courses		£ 210.00	£ (210.00)
Bike It Breakfast		£ 16.54	£ (16.54)
PTA UK Membership		£ 128.00	£ (128.00)
Equipment		£ 202.32	£ (202.32)
Meeting Refreshments & Staff Gifts		£ 70.14	£ (70.14)
Licensing		£ 157.52	£ (157.52)
Bank Charges		£ 134.96	£ (134.96)
			£ (7,172.03)
Cleared payments 2020-21			£ (279.30)
Purchases for 2022-23 events			£ (1,654.64)
Still to bank			£ (383.65)
Uncleared 2021-22			£ 734.84
Allocated deposits 2020-21			£ 526.97
Debtors 2021-22			£ (1,585.00)
Closing Balance			£ 10,464.67
TOTAL	£ 26,617.02	£ 17,289.26	£ 9,327.76
Accounts Approved by			

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Independent examiner's report to the trustees of Great Meols Primary school PTA

I report to the trustees on my examination of the accounts of the Great Meols Primary school PTA for the year ended 31/8/2022.

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 requirement of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trusts accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the application 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 giving me cause to believe that in any material respect@

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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.

Signed:



Name: Elaine Karema

Relevant professional qualification or membership of professional bodies (if any):
N/A

Address: 25 Wynstay road, Meols, CH47 5AR

Date: 19/06/2023