

TUNBURY SCHOOL ASSOCIATION

England & Wales · Charity number 1005560

Details

Other names T S A, TSA

Status Registered

Legal form Other

Registered 1991-11-05

Register [View on the Charity Commission register](#)

Contact

Address Tunbury Primary School
Tunbury Avenue
Chatham
ME5 9HY

Phone 01634863085

Email support@thetunburyschoolassociation.com

Website www.thetunburyschoolassociation.com

Activities

Objects: TO ADVANCE THE EDUCATION OF PUPILS IN THE SCHOOL IN PARTICULAR BY: DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN THE STAFF, PARENTS AND OTHERS ASSOCIATED WITH THE SCHOOL; ENGAGING IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS.

Activities: School parent and teacher association.

Classification

- **How:** Makes Grants To Organisations
- **What:** General Charitable Purposes
- **Who:** Children/young People

Geography

- Area of benefit: CHATHAM
- Kent
- Medway

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£24,485	£31,058	-	-
2024-08-31	£29,595	£24,862	-	-
2023-08-31	£25,505	£34,397	-	-
2022-08-31	£30,340	£19,077	-	-
2021-08-31	£7,997	£9,117	-	-

Trustees

Name	Role	Appointed
Chloe Belle James		2024-11-19
Jenny Soto-Briley		2023-09-30
Marie Mia Carter		2021-09-23
Sarah Harvey		2024-11-19

TUNBURY SCHOOL ASSOCIATION

England & Wales - Charity number 1005560

Accounts

The Tunbury School Association Annual General Meeting

Monday 1st July 2024 20:00

Chairs Report

School Community

The Tunbury School Association (TSA) is a registered charity dedicated to raising funds for Tunbury Primary School to enhance our children's learning and surroundings outside of any authority budgets. The money we raise is spent on equipment, resources and experiences that benefits the school and its pupils. Funds raised by the TSA are intended to provide 'extras' not already provided by the school's main income and we strive to support ways to make learning more interesting and exciting. We aim to provide equitable funding throughout the school to support each child's learning journey whilst facilitating their physical, psychological and social development.

We welcome all parents to become involved with the school community to help enrich the lives of our children. We are all very passionate volunteers who enjoy being part of the TSA and are very grateful for any support received from Tunbury parents and staff. We continually seek new volunteers and fresh ideas so any contributions are greatly appreciated.

2023/2024 TSA Review

The TSA has had a fantastic year for fundraising, despite still struggling for volunteers and with a new Chair.

Key Highlights of the year include:

- School Disco's – We held a Halloween, Easter and Summer school disco which the children absolutely loved and these generated a profit of £3,302
- Christmas Card Project – We ordered in time for the early bird discount which saw us have a commission amount of £836
- Christmas Fair and Grotto – This magical event raised £1,109
- School Lottery – This year we launched the School Lottery which has made a profit of £791
- The present rooms continued to be a success and loved by the children and the Christmas, Gifts for Her and Gifts for Him events made a combined profit of £2,670
- The Summer Circus was a huge success selling out 600 tickets alongside rides and stalls. Due to a lack of volunteers, we had less TSA stalls and we also wanted to make the circus ticket price affordable rather than increase our profit too much but we still managed to raise £1127.04

- Tunbury's Got Talent – This was a new event which the children loved so it will be returning again! This raised £198, however it was more about giving the children an opportunity to show us their talents.
- Easter Egg Trail – This raised £151
- Dare to be Different – This raised £383
- We provided free fruit and ice pops to children on Sports Day

This year, the funds raised from the TSA have enabled us to provide each class with £100 to buy books for their reading corner, Year 6 autograph books, make a donation towards the Year 6 prom and make improvements to the Year R outside area. We have been working with the school to encourage more funding requests by putting a request box in the staff room and we are thrilled to report we have received lots of requests for this school year already! We will share these with you as they happen and we can't wait for the children to benefit from the funds we work hard to raise and to give us the motivation to raise even more this year.

Thank You

I would like to thank all of the volunteers that have helped with events throughout the year. The success of the TSA events would not have been possible without the core members who have dedicated such a large amount of their time. I would personally like to thank Jennie Harwood, Marie Carter, Sharon Warner, Catherine Hughes, Anna Smith, Chloe James, Ricky James, Kelly Rodgers, Kim Pereira and Shelley Martin.

An extra special mention to Jennie Harwood who has been the Secretary of the TSA for 10 years and has now stepped down to enjoy her sons last year at the school. Thank you so much Jennie for your dedication and time to make the TSA a huge success.

In addition to the committee and parent volunteers, I would like to thank all of the staff at Tunbury who have given up their time to support the events this year. In particular, Mrs Austin, the site manager Paul and the school office staff who have been very accommodating with our requests throughout the year.

Our aim for the TSA this year was to organise a variety of fun filled events for all ages to enjoy whilst raising valuable funds for the children of Tunbury and we feel that we have achieved this. With the start of a new school year, we need to recruit volunteers to join the TSA committee in order to help us organise as many events as possible whilst running our own stalls to increase income even more whilst lowering the prices of items at events.

Thank you for your continued support and here's to 2024/2025 being another huge success!

Jenny Soto-Briley
Chair



TUNBURY SCHOOL ASSOCIATION

TSA General Meeting
Accounts as at 31st August 2024
Tunbury Primary School
Registered Charity No. 1005560
Treasurers Report from Marie Carter
Financial year ending 31 August 2024

Opening Balance 01/09/2023	£	19,970
Closing Balance 31/01/2025	£	21,510
Difference	£	1,540
Take off unearned revenue		£0
Take off unpaid inv/expenses accrued		-£95
Add back accounts receivable net of any fees		£75
Add back pre-paid expenses		£1,124
Take off disposal of assets		-£115
Adj relating to payment last year or last year event		-£1,025
Cash in hand + cash paid in for prior year event		£3,228
Check Net Income	£	-

Income Statement

Total Income	£29,595
Events 22/23	£445
Events 23/24	£28,358
Partnerships & Sponsorship	£791
Total Expenses	£24,862
Events 22/23	£20
Events 23/24	£18,723
Admin	£448
Purchase/Disposal of Assets	£959
Donations	£4,711
Net Income	£4,733
Events 22/23	£425
Events 23/24	£9,635
Other inc Donations to School	-£5,327

Balance Sheet

Total Assets	£27,040
Tangible Assets	£1,544
Current Bank Balance	£21,510
Cash In Hand	£2,787
Expenses brought forward paid in 22/23	£0
Pre-paid exp carried forward to 24/25	£1,124
Accounts receivable	£75
Total Liabilities	£20,072
Unearned Revenue (e.g Ticket Sales)	£0
Invoices/Expenses for Past Events	£95
Invoices/Expenses for Future Events	£3,374
Outstanding Funding Requests	£16,603
Net Current Assets / Liabilities	£6,969
Operational Costs (OC) Buffer	£4,000
Available Cash For Future School Donations	£301

- Accounts as at 31st August 2024
- Net income this year is £4,733, this has increased since last month because Summer Fair and Dare To Be Different Cash Counted and Included
- £4,583 cash in hand from Jul'24 statement paid into bank
- £441 cash paid into bank was handed to me in Oct, this was for events from prior year not realised in last year income statement because I was not aware that staff held any cash in hand
- Income received this month is mainly from Summer Fair Circus
- Total expenses to date include large invoices for the Laser Fest and Summer Fair events with £844 laser fest lights allocated to Assets as per request, also £115 loss (broken old lights) recorded on income statement
- Cash in hand is for Non Uniform/Disco (£208.2), Mothers Day PR (£7.0), Talent Show (£200.2), Easter Egg Hunt (£5.65), Father's Day PR (£1459.81), Summer Fair (£520.7), Dare To Be Different (£381.82), Water Bottle Challenge (last year) - bottle found in store room (£4.05)
- We have received school funding requests totalling £16,603 which have been added to the liabilities section however, need to agree if all approved. We still have some outstanding liabilities to pay for Fireworks in Nov'24, and have also budgeted £4,000 expenses for this event which we must keep aside to fund event. This has reduced the amount available left to spend.
- With these new adjustments we have £301 available to spend



Events 23/24

Event Name	Income	Expenses	Net Income	Notes
Halloween School Disco 2023	£1,340	£354	£985	
Lazer Fest 2023	£7,990	£8,165	-£175	
Xmas Fair 2023	£2,153	£857	£1,297	
Xmas Grotto 2023	£360	£548	-£188	
Xmas Present Room 2023	£2,784	£1,810	£974	
Xmas Card Project 2023	£836	£0	£836	
Mothers Day Present Room 2024	£1,626	£804	£822	
Easter Egg Hunt 2024	£548	£397	£151	
Easter Disco & Non Uniform 2024	£1,386	£296	£1,090	
Talent Show 2024	£500	£302	£198	
Fathers Day Present Room 2024	£1,460	£585	£874	
Summer Disco 2024	£1,756	£529	£1,227	
Sports Day 2024	£75	£41	£34	
Dare To Be Different 2024	£383	£0	£383	
Summer Fair 2024	£5,162	£4,035	£1,127	

Total	£28,358	£18,723	£9,635	
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Other Notes

- Profit for Mothers Day PR previously reported £1,407 but this did not include £585 expenses brought over from last year
- Profit for School Easter and Summer Discos £2,317. Profit for Fathers Day PR is £874
- Talent show profit is £198. Summer Fair profit £1,127. Dare to be Different profit £383
- There is a large glowstick expense allocated to Laser Fest event, there was some stock leftover but this was damaged so can't resell full expense cost realised under that event
- A £844 laser fest expense towards lights has been allocated to Assets as per TSA request, since its not a large amount have expensed full cost in this account year
- We may receive £200 in donation towards Grotto - have submitted a formal request for this but since its uncertain that we will receive I have not added to accounts receivable on the balance sheet
- We have donated roughly £4,620 to School this year as per funding requests, plus additional £92 odd bits
- New funding requests total £16,603 also added to funding requests this month which include; Jul'25 year books £350, YrR playground £3,824, YrR young voices £900, YrR Swimming £3,000, Music request £1,230, Yr1 outside area £801, Sensory room £298, Opal Programme £5,550, £650 air con units

Updated Actions for TSA Committee:

- Provide a revised expense allocation for the Glowsticks - **Completed, all stock thrown as was damaged**
- Provide list of tangible assets to TSA Treasurer - **Completed, includes 23/24 purchases**
- Confirm which funding requests approved and nothing else outstanding/expected - **Completed**
- Provide list of any large known future invoices for 24/25 - **Completed**
- Provide cash received from events to date in order to add to accounts - **Completed**
- Treasurer to count the summer fair money received in Jul'24, due to lack of volunteers most stalls were independent so the takings were not as high as usual - **Completed**
- Provide payments receipts from Your School Lottery for Jul'24/Aug'24- **Completed**
- Committee to review accuracy of amounts on the funding requests in the liability section - **Completed**



Independent Examiner Statement Of Review

The Tunbury School Association (TSA)

Address: Tunbury Ave, Walderslade, Chatham ME5 9HY

Phone Number: 07805501766

Email: treasurer@thetunburyschoolassociation.com

Website: <https://www.pta-events.co.uk/tunbury/>

Registered Charity No.: 1005560

Name: Laura Macleod

Address: 102 Kennet House, 80 Kings Road

City & Postcode: Reading, RH1 3FE

Email: lj_macleod@hotmail.com

Date: 29/06/2025

To Whom It May Concern,

I have reviewed the financial statements of The Tunbury School Association for the period 01 September 2023 to 31 August 2024. My review was conducted in accordance with generally accepted principles applicable to the preparation and presentation of financial information.

Scope of Review

The review included examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The review did not constitute an audit or a full assurance engagement. As such, my procedures were limited in scope and were primarily focused on analytical procedures and discussions with the Treasurer.

Materiality and Limitations

This statement is made subject to the inherent limitations of a review, which provides a lower level of assurance than an audit. I have considered the concept of materiality in my review, and I have not conducted a full audit, nor have I verified all transactions and balances.

Conclusion

Based on my review, I have not noted any material misstatements that would lead me to believe that the financial statements do not present a true and fair view of the financial position of The Tunbury School Association as of 31 August 2024 within the materiality limits set out in the context of this review.

Sincerely,

Laura Macleod

Signature *Laura Macleod*

Date 29/06/2025

TUNBURY SCHOOL ASSOCIATION

England & Wales - Charity number 1005560

Accounts



The Tunbury School Association Annual General Meeting Thursday 21st September 2023, 8pm

CO-CHAIR REPORT

School Community

The TSA is a registered charity dedicated to raising funds for Tunbury Primary School so that our children's learning and surroundings can be further enhanced outside of any authority budgets. The money we raise is spent on equipment, resources and experiences that benefit the school and its pupils. Funds raised by the TSA are intended to provide 'extras' not already provided by the school's main income, and we strive to support ways to make learning more interesting and exciting. We aim to provide equitable funding throughout the school to support each child's learning journey whilst facilitating their physical, psychological and social development. We welcome all parents to become involved with the school community to help enrich the lives of our children. We are all very passionate volunteers who enjoy being part of the TSA and are very grateful for any support received from Tunbury parents and staff. We continually seek new volunteers and fresh ideas, so any contributions are greatly appreciated.

2022/2023 TSA Review

The TSA has had a good year fundraising, despite the fact we have really struggled with volunteers this year. We have raised approximately £7,418 from this year's events, this is lower than previous year due to the fact we haven't opened as many TSA stalls at events.

Key Highlights of the year include:

- Christmas card project - we ordered in time for the early bird discount, which saw us have a commission amount of £850
- Our annual Fireworks Spectacular was one of our main events and it generated net income of £1,617. The event had to be moved due to weather and we issued over £900 in ticket refunds due to new date not being suitable for everyone that had purchased a ticket. We also have to net off the deposit paid in 21/22 for the fireworks making adjusted profit to £546
- The Christmas Fair and Grotto raised £605
- The present rooms continued to be a hit with many pupils and the Christmas, Mother's Day and Father's Day events made a combined profit of £2,337
- The summer fair was a great day, everyone who came had a lovely time and we managed to raise £1,309. There was a significant lack of volunteers for this event, before and on the day which saw a smaller number of TSA stalls
- New event this year was the School discos which the kids loved, 3 separate discos raised £589 altogether
- Pantomime-£288, Easter egg hunt - £361 and non-uniform days - £540 added to the profits and were

easier events to organise

- Our last event of the year, the family picnic, was run as a donation to the Tunbury community and not as an income generating event. Its purpose was to say thank you to the parents, children and staff for all their support throughout the year and was an opportunity for new reception families to be welcomed to the school
- The website, run by Cath, is a fantastic tool for marketing and payment for events

This year the money raised by the TSA has enabled us to agree funding for some great learning experiences and resources including: an outside classroom, new mosaic for front of school, quiet area seating, equipment and mural, Yr 6 autograph books and donation towards the Yr 6 Prom.

Thank you from the Chairs

We would like to thank all the volunteers that have helped us with the events throughout the year. The success of the TSA events would not have been possible without the core members who have dedicated such a large amount of their time. We would personally like to thank Jennie Harwood, Marie Carter, Zoe MacDonald, Lisa Bond, Sharon Warner, Marion Cogger, Catherine Hughes, Robin How and Sarah Barr who undertake a variety of roles within the TSA.

In addition to the committee and parent volunteers we would like to thank all the staff at Tunbury who have given up their time to support the event this year. In particular, the site manager Paul, Lily and Alison in the school office, have been very supportive and accommodating with our requests throughout the year. Head Teacher Mrs Austin with all her help and support she gives the TSA, Deputy Head Mr Taylor for his help with our events.

Our aim for the TSA this year was to organise a variety of fun filled events, for all ages to enjoy whilst raising valuable funds for the children of Tunbury. With the start of a new school year we need to recruit volunteers, parents to join the TSA committee in order to help us put on as many events as we can. As it stands now we just don't have enough support to run these events, which is a great shame as it will affect the funds we raise for the children of Tunbury School.

We have already been unable to book and plan a Fireworks display for this year, as we were unsure of the future of the TSA and we just don't have the volunteers to enable us to run this event.

A special thank you from myself (Claire Pryer) goes to Sarah Mingozi (Co-Chair) for her hard work and tireless effort she has put into the TSA. Sarah stepped down last term but still continues to support me, Thank you.

I am also stepping down as Chair this year, I wish all the best to the new chair for this school year.

Thank you
Claire Pryer and Sarah Mingozi
(TSA Co-Chair)



TUNBURY SCHOOL ASSOCIATION

Additional Notes for 22/23 Accounts

The Tunbury School Association (TSA)

Address: Tunbury Ave, Walderslade, Chatham ME5 9HY

Phone Number: 07951120311

Email: treasurer@thetunburyschoolassociation.com

Website: <https://www.pta-events.co.uk/tunbury/>

Following a review of the accounts the profit figures were revised and the Chair's report updated post meeting on the 21st September 2023

	Reported In the Meeting and the Initial Published Report	Final Profit Figures Post Review	Comments
Christmas Card project	£ 850	Profit £850	
Fireworks	£ 1,789	Profit £546	Forgot to include deposit paid 21/22
Xmas Fair & Grotto	£ 635	Profit £605	£20 expense paid in 21/22 needed to be reflected in the profit here
Present Rooms	£ 2,498	Profit £2,337	Miscellaneous expenses allocated to correct event now
Summer Fair	£ 1,428	Profit £1,309	Added proportion of disco drinks expenses and also one adjustment that was left off
School Discos	£ 535	Profit £589	Leftover drinks used at summer fair so reallocation of expenses, reduced expenses here
Panto	£ 405	Profit £288	Forgot to include deposit paid 21/22
Easter Egg Hunt	£ 370	Profit £361	£9 manual adjustment in the old accounts which can't explain so removed
Non Uniform Days	£ 540	Profit £540	



**TSA General Meeting
Accounts as at 31st August 2023
Tunbury Primary School
Registered Charity No. 1005560
Treasurers Report from Marie Carter
Financial year ending 31 August 2023**

Opening Bank Balance 01/09/2022	28,096
Closing Bank Balance 31/08/2023	19,970
Difference -	8,126
Carrying paid expenses forward to 23/24 Events	585
Recognising expenses paid last year for 22/23 Events -	1,351
Check -	8,892

Income Statement

Total Income	£25,505
Events 21/22	£248
Events 22/23	£24,920
Events 22/23 - donation in kind	£137
Partnerships & Sponsorship	£200

Total Expenses	£34,397
Events 21/22	£58
Events 22/23	£19,607
Admin	£487
Purchase of Assets	£271
Donations	£13,973

Net Income	-£8,892
Events 21/22	£189
Events 22/23	£5,450
Other inc Donations to School	-£14,532

Balance Sheet

Total Assets	£21,369
Tangible Assets	£814
Current Bank Balance	£19,970
Cash In Hand	£0
Paid expenses carried forward to 23/24 Events	£585

Total Liabilities	£350
Invoices for 22/23 Events	£0
Invoices/Expenses for 23/24 Events	£0
Outstanding Funding Requests	£350

Net Current Assets / Liabilities	£21,019
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Available Cash For Future School Donations	£19,620
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- Accounts as at 31st August 2023
- Net Income: -£8,892
- Donations: Total donations to the school increased to £13,973 this year, following the payment for the Outdoor Classroom in August
- Event Income: Net income from 2022/23 events stands at £5,450. We are now recognising the previously deferred expenses from 21/22, which were paid in advance for 22/23 events, in this year's income statement. Additionally, TSA funded two events for the children
- An outstanding invoice of £45 from a 2021/22 event was paid in September 2022. There was also an error with Stripe around Easter 2022, resulting in a delayed payment of £248 for the egg hunt paid into bank in November 2022, and some PayPal fees. Since these were not known at the time they were not reflected in last year's income statement
- Regular monthly expenses include bank charges and web mail fees. Affiliate commissions are received monthly through partnerships and sponsorships
- Bank Balance: £19,970 with no significant liabilities currently outstanding, as we have not yet booked the Fireworks event for November 2023. The annual £350 donation for the Year 6 yearbooks is still pending
- Available Funds: £19,620, slightly lower than reported last month due to incurred administrative charges
- Assets/Liabilities: Include purchases from 2021/22 (see Asset List). We have not set aside the usual £4,000 for running costs yet, as there are no donation requests at this time. Any future expenses are expected to be offset by income from upcoming events. However, if we proceed with a November 2023 event, we will need to reserve £10,000 for event expenses, to be settled



Events 22/23

Event Name	Income	Expenses	Net Income	Notes
Fireworks 2022	£9,359	£8,812	£546	Profit £546
Xmas Present Room 2022	£2,451	£1,272	£1,179	Profit £1,179
Xmas Card Project 2022	£874	£24	£850	Profit £850
Panto 2022	£1,772	£1,484	£288	Profit £288
Xmas Fair 2022	£1,459	£877	£583	Profit £583
Xmas Grotto 2022	£314	£292	£22	Profit £22 (row accidentally hidden last month)
Mothers Day Present Room 2023	£1,437	£756	£681	Profit £681
Easter 2023	£675	£314	£361	Profit £361
School Disco 2023	£1,159	£570	£589	Profit £589
Kings Coronation 2023	£477	£1,836	-£1,358	Not aiming to make a profit - funded event for school
Fathers Day Present Room 2023	£1,393	£915	£478	Profit £478
Non Uniform Day 2023	£261	£0	£261	Profit £261
Summer Fair 2023	£3,149	£1,840	£1,309	Revised Profit, £1,309
Family Picnic 2023	£0	£609	-£609	Not aiming to make a profit - funded event for school
Dare to be different 2023	£279	£0	£279	Profit £279
Miscellaneous	£0	£6	-£6	Coffee morning expense only

	Income	Expenses	Net Income	Notes
Total	£25,057	£19,607	£5,450	<i>Income includes donation in kind for the raffle tickets, the cost of these tickets is recorded under expenses for the event</i>
Total exc TSA Funded events	£24,580	£17,162	£7,418	

Summarised Events 22/23 For Annual Report - N/A for monthly reporting

Event Name	Income	Expenses	Net Income	Notes
Fireworks 2022	£9,359	£8,812	£546	Profit £546
Xmas Card Project 2022	£874	£24	£850	Profit £850
Panto	£1,772	£1,484	£288	Profit £288
Xmas Events 2022	£1,773	£1,169	£605	Profit £605
Present Rooms x3	£5,280	£2,943	£2,337	Profit £2,337
School Discos x3	£1,159	£570	£589	Profit £589
Own Clothes Days	£540	£0	£540	Profit £540
Summer Fair 2023	£3,149	£1,840	£1,309	Profit £1,309
Easter 2023	£675	£314	£361	Profit £361
Other	£477	£2,451	-£1,974	TSA Funded £1,974
Total	£ 25,057	£ 19,607	£ 5,450	

- This year, we raised £7,418 from events, but made significant donations of £13,973 to the school and also funded two events costing £1,974. As a result, our net income for the year was a loss of £8,892. These contributions reflect our commitment to supporting the school and providing valuable experiences for the students.



Notes:

- M W M LTD gave us the money for the Fireworks leaflets so the cost has been offset, this is not recorded under sponsorship just under the event. This was arranged by the Chair/Co Chair and I am not privy to the comms
- We have received £17.25 commission from Stampstastic - parent purchases of name tags via school letter? I do not hold a record of the payment notification
- We receive commission from Amazon Core. I have not stored a record of the payment notifications, they are available in emails
- We have received £873.75 commission from Class Fundraising. We make a % on the xmas cards sold. I do not hold a record of the payment notification but I will send them an email
- £95 Spiderman payment for Fireworks was made via paypal but I can't find the email request from Chair for this payment. He doesn't usually invoice he just supplies an instruction for Paypal payment
- Paid £6 expense for coffee morning but received no takings for this event so allocated to miscellaneous
- £2,472.84 donation made to school and £500 for playtime lost invoiced was received Jul'23
- £247.37 from Nov receipt owed to Sarah, only paid part receipt and fully settled/corrected in Jan'23
- Fireworks event postponed due to weather and we issued £868 in refunds for tickets in Nov'22 and £62.11 in Dec'22 as customers couldn't make new event date- automatic loss, we incurred fees still for the original transaction
- £10 duplicate payment to Zoe in Dec'22, corrected by paying £10 less of mothers day present room receipt Feb'23
- I do not hold a copy of the Parent Kind Liability Insurance Certificate automatic payment taken Jan'23 - have asked Chair to provide
- Revised Profit for Summer Fair, £1,309. Small proportion of income reported in Jul'23 was disco, also reallocated some refreshment expenses to fair and payment from a stall holder received via BACs

Actions for TSA Committee:

- Provide list of left over stock to TSA Treasurer - **Outstanding, have assumed Mothers day stock (£585) still OK**
- Check asset list and confirm items exist/not broken - **Complete, no one has informed otherwise that the list is incorrect**
- Provide list of funding requests which have been approved - **Complete**
- Provide list of any large known future invoices for 23/24 - **Complete, none known yet**
- We received BACs payments of various amounts for the Panto tickets. I have provided who has paid and the amounts. Please share list of what we were expecting or confirm amounts paid match expected. Move this to online ticket sales in future? - **Complete, confirmed amounts paid match expected**



Independent Examiner Statement Of Review

The Tunbury School Association (TSA)

Address: Tunbury Ave, Walderslade, Chatham ME5 9HY

Phone Number: 07951120311

Email: treasurer@thetunburyschoolassociation.com

Website: <https://www.pta-events.co.uk/tunbury/>

Registered Charity No.: 1005560

Name: Margarita Galvin

Address: 108 Cudham Drive

City & Postcode: Croydon, CR0 0LW

Email: margarita.philippou@hotmail.co.uk

Date: 13th October 2024

To Whom It May Concern,

I have reviewed the financial statements of The Tunbury School Association for the period 01 September 2022 to 31 August 2023. My review was conducted in accordance with generally accepted principles applicable to the preparation and presentation of financial information.

Scope of Review

The review included examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The review did not constitute an audit or a full assurance engagement. As such, my procedures were limited in scope and were primarily focused on analytical procedures and discussions with the Treasurer.

Materiality and Limitations

This statement is made subject to the inherent limitations of a review, which provides a lower level of assurance than an audit. I have considered the concept of materiality in my review, and I have not conducted a full audit, nor have I verified all transactions and balances.

Conclusion

Based on my review, I have not noted any material misstatements that would lead me to believe that the financial statements do not present a fair and accurate view of the financial position of The Tunbury School Association as of 31 August 2023 within the materiality limits set out in the context of this review.

Sincerely,

Margarita Galvin

A handwritten signature in black ink, consisting of a circle with several overlapping lines inside, positioned above a horizontal line.

Signature _____

Date 13/10/2024 _____

TUNBURY SCHOOL ASSOCIATION

England & Wales - Charity number 1005560

Accounts



**The Tunbury School Association (TSA) Annual General Meeting Thursday 22nd
September 2022, 8pm**

CO-CHAIR REPORT

School Community

The TSA is a registered charity dedicated to raising funds for Tunbury Primary School so that our children's learning and surroundings can be further enhanced outside of any authority budgets. The money we raise is spent on equipment, resources and experiences that benefit the school and its pupils. Funds raised by the TSA are intended to provide 'extras' not already provided by the school's main income, and we strive to support ways to make learning more interesting and exciting. We aim to provide equitable funding throughout the school to support each child's learning journey whilst facilitating their physical, psychological and social development.

We welcome all parents to become involved with the school community to help enrich the lives of our children. We are all very passionate volunteers who enjoy being part of the TSA and are very grateful for any support received from Tunbury parents and staff. We continually seek new volunteers and fresh ideas, so any contributions are greatly appreciated

2021/2022 TSA Review

The TSA has had a good year fundraising after a 2 year restriction due to covid, which has generated approximately £11,263. This is a fantastic amount of money and a true reflection of those affiliated with this charity.

Key highlights of the year include:

- Christmas card project - we ordered in time for the early bird discount, which saw us have a commission amount of £921.
- Our annual Fireworks Spectacular was one of our main events with an attendance higher than previous years. It generated a profit of £6,117 with many families still regarding it as their favourite event of the year. Although we did struggle with the number of volunteers both parents and staff, yet we still had the great Tunbury community atmosphere on the evening.
- Water bottle challenge was a success, with the winning classes receiving £50 to spend on classroom equipment. This raised a great total of £1,499.
- The present rooms continued to be a hit with many pupils and the Christmas, Mother's Day and Father's Day events made a combined profit of £1,888.

- The summer fair was a great day, everyone who came had a lovely time and we managed to raise £1,074. There was a significant lack of volunteers for this event, before and on the day which saw a smaller amount of TSA stalls.
- Our last event of the year, the family picnic, was run as a donation to the Tunbury community and not as an income generating event. Its purpose was to say thank you to the parents, children and staff for all their support throughout the year and was an opportunity for new reception families to be welcomed to the school. The weather was much kinder this year and it was great to see so many families enjoying the fun.
- The pantomimes, only raised £248 as not all tickets sold, the Easter elf hunt and non-uniform days added to the profits and were easier events to organise.
- The website, run by Cath is a fantastic tool for marketing and payment for events.

This year the money raised by the TSA has enabled us to agree funding for some great learning experiences and resources including; murals, mosaic for the Queen, the Christmas panto, Forest School area, updated the quadrant, furniture for the quiet area on the playground, year 6 autograph books and a donation to the year 6 prom.

Thank you from the Chairs

Sarah and I continue to be very proud to be affiliated with such a fun and hard working PTA. The success of the TSA events would not have been possible without the core members who have dedicated such a large amount of their time. We would personally like to thank Jennie Harwood, Marie Carter, Zoe MacDonald, Rachael Bartlett, Lisa

Bond, Sharon Warner, Marion Cogger, Catherine Hughes, Robin How and Sarah Barr who undertake a variety of roles within the TSA.

Paula French has continued to provide us with some fantastic newsletters and leaflets.

The wider circle of volunteers, parents and staff, has significantly reduced this year compared to previous years pre Covid. We need to try to get a volunteer up take for events going forward, as we will not be able to the big events such as Fireworks, Christmas fair, Summer fair.

In addition to the committee and parent volunteers we would like to thank all the staff at Tunbury who have given up their time to support the events this year. In particular, the site manager Paul, Lily and Alison in the school office, they have been very supportive and accommodating with our requests throughout the year. Head Teacher Mrs Austin with all her help and support she gives the TSA, Deputy Head Mr Taylor for his help with our events.

Our aim for the TSA this year was to organise a variety of fun filled events, for all ages to enjoy and make up for the last 2 years of Covid restrictions whilst raising valuable funds for the children of Tunbury. It has always been important for us to help create a real sense of community within Tunbury, and work with the staff to achieve this.

With the start of a new school year we need to recruit volunteers, parents to join the TSA committee in order to help us put on as many events as we can. As it stands now we just don't have enough support to run these events, which is a great shame as it will affect the funds we raise for the children of Tunbury School.

Thank You

Sarah Mingozi and Claire Pryer (TSA Co-Chairs)



TUNBURY SCHOOL ASSOCIATION

TSA AGM

Thursday 22nd September 2022

Tunbury Primary School

Registered Charity No. 1005560

Treasurers Report from Marie Carter

Financial year ending 31 August 2022

Opening Bank Balance 01/09/2021	18,184
Closing Bank Balance 31/08/22	28,096
Difference	9,912
Paid expenses carried forward to 22/23 Events	1,351
Check	11,263

Income Statement

Total Income	£30,340
Events 20/21	£693
Events 21/22	£29,351
Partnerships & Sponsorship	£297
Total Expenses	£19,077
Events 21/22	£15,464
Admin	£409
Purchase of Assets	£688
Donations	£2,516
Net Income	£11,263
20/21 Events	£693
21/22 Events	£13,886
Other inc Donations to School	-£3,317

Balance Sheet

Total Assets	£30,135
Tangible Assets	£ 688
Current Bank Balance	£ 28,096
Cash In Hand	£ -
Paid expenses carried forward to 22/23 Events	£ 1,351
Total Liabilities	£18,810
Refund for ticket sales from cancelled event	£27
Invoices for 22/23 Events	£5,483
Running costs for 22/23 Events	£4,000
Outstanding Funding Requests	£9,300
Net Current Assets / Liabilities	£11,325
Available Cash For Future School Donations	£9,285

- **Net income** for FY 21/22 was **£11,263**
- Total income is generated from events 21/22 events such as Fireworks, Present Rooms, Fairs - further breakdown provided on next page . As well as an outstanding income from 20/21 events not realised last year and other income from Partnerships & Sponsorships
- Total expenses include event reimbursed expenses for stock/goods and invoices for services. We incurred admin costs for insurance, subscriptions, fees and flyers, purchased new assets and donated money to the school to fund a few projects as well as the usual annual donation for Yr6 prom and autograph books
- We also made deposit payments for invoices for FY 22/23 recorded in the Asset section
- Although we have £28,096 in the TSA bank account, we have some outstanding liabilities for future booked events, expenses we anticipate to incur for fundraising in 22/23 and approved donations not yet paid which reduces the amount available to spend
- The **cash available** for future school donations is **£9,285** and this excludes tangible assets



Events 21/22

Event Name	Income	Expenses	Net Income	Notes
Fireworks 2021	£12,632	£6,515	£6,117	
Rock N Roll Bingo 2021	£0	£5	£-5	Event Cancelled, expense is for flyer
Christmas Fair 2021	£1,168	£320	£848	
Xmas Present Room 2021	£2,018	£959	£1,059	
Xmas Card Project 2021	£2,601	£1,681	£921	
Panto 2021	£1,548	£1,300	£248	
Carol Refreshments 2021	£218	£81	£137	
Elf Trail 2021	£122	£142	£-19	Incurred iZettle Fees
Mothers Day Present Room 2022	£1,382	£623	£758	
Easter Bunny Hunt 2022	£392	£245	£147	
Race Night 2022	£27	£65	£-38	Event cancelled, refund outstanding, expenses incurred
Fathers Day Present Room 2022	£880	£810	£71	
Water Bottle Challenge 2022	£1,924	£425	£1,499	
Summer Fair 2022	£2,841	£1,767	£1,074	
Donuts 2022	£169	£56	£113	
Jubilee Party 2022	£282	£100	£182	
Family Picnic 2022	£166	£370	£-204	TSA funded event, therefore expected to run at a loss
Dare to be different 2022	£473	£0	£473	
Own Clothes Day 2022	£507	£0	£507	
Total	£29,351	£15,464	£13,886	

Summarised Events 21/22 For Annual Report

Event Name	Income	Expenses	Net Income	Notes
Fireworks 2021	£12,632	£6,515	£6,117	
Xmas Card Project 2021	£2,601	£1,681	£921	
Water Bottle Challenge 2022	£1,924	£425	£1,499	
Present Rooms (x3)	£4,280	£2,392	£1,888	Christmas, Mothers Day and Fathers Day
Summer Fair 2022	£2,841	£1,767	£1,074	
Panto 2021	£1,548	£1,300	£248	
Family Picnic 2022	£166	£370	£-204	TSA funded event, therefore expected to run at a loss
Other	£3,358	£1,014	£2,344	
Total	£29,351	£15,464	£13,886	

- This year, we raised £13,886 through events. We donated £2,516 to school projects, received some income via partnerships & sponsorship and incurred admin expense, we also had to purchase new assets leaving us with a net income of £11,263 from our fundraising activities



Independent Examiner's Review
The Tunbury School Association (TSA)

Address: Tunbury Ave, Walderslade, Chatham ME5 9HY
Phone Number: 07951120311
Email: treasurer@thetunburyschoolassociation.com
Website: <https://www.pta-events.co.uk/tunbury/>
Registered Charity No.: 1005560

Name: Margarita Galvin
Address: 108 Cudham Drive
City & Postcode: Croydon, CR0 0LW
Email: margarita.philippou@hotmail.co.uk
Date: 13th October 2024

To Whom It May Concern,

I have reviewed the financial statements of The Tunbury School Association for the period 01 September 2021 to 31 August 2022. My review was conducted in accordance with generally accepted principles applicable to the preparation and presentation of financial information.

Scope of Review

The review included examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The review did not constitute an audit or a full assurance engagement. As such, my procedures were limited in scope and were primarily focused on analytical procedures and discussions with the Treasurer.

Materiality and Limitations

This statement is made subject to the inherent limitations of a review, which provides a lower level of assurance than an audit. I have considered the concept of materiality in my review, and I have not conducted a full audit, nor have I verified all transactions and balances.

Conclusion

Based on my review, I have not noted any material misstatements that would lead me to believe that the financial statements do not present a fair and accurate view of the financial position of The Tunbury School Association as of 31 August 2022 within the materiality limits set out in the context of this review.

Sincerely,

Margarita Galvin

A handwritten signature in black ink, consisting of a circle with a vertical line through it and a horizontal line across the middle, resembling a stylized 'M' or 'G'.

Signature _____

Date 13/10/2024 _____