

Berry Hill Primary School & Nursery PTFA

Trustees' Annual Report

and Statement of Accounts

For the financial year ended 31/08/2025

Registered Charity Number: 1006355

Prepared by the trustees in accordance with the Charities Act 2011 and the requirements of the Charity Commission for England and Wales

1. Reference and administrative details

Charity name	Berry Hill Primary School & Nursery PTFA
Known as (if different)	Berry Hill Primary PTFA
Registered charity number	1006355
Charity's principal address	Black Scotch Lane, Mansfield, Notts, NG18 4JW
Governing document	CONSTITUTION ADOPTED 4 OCTOBER 1988 AS AMENDED 17 SEPTEMBER 1991 AND 18 OCTOBER 2001 as amended on 14 Sept 2022
Type of charity	Unincorporated association

Trustees

The following people served as trustees (committee members) during the year and up to the date this report was approved:

Name	Role / office held	Date appointed	Date resigned (if any)
Carla Oaksford-Smith	Chairperson	11/09/2019	N/A
Louise Ramsdale	Vice Chairperson	13/09/2023	N/A
Rebecca Robinson	Secretary	27/09/2024	N/A
Rebecca Krygier	Treasurer	Sept 2017	30/09/2026

Bankers and advisers

Bank / building society: Lloyds Bank

Independent examiner (if any): [_____]

2. Structure, governance and management

Governing document and structure

Berry Hill Primary School & Nursery PTFA is an unincorporated association governed by its constitution, which was adopted on 4th October 1988 and most recently amended on 14th September 2022. It became a registered charity on 26th November 1991.

How the charity is managed

The charity is managed by a committee of trustees elected by the members at the Annual General Meeting. The committee meets approximately 3 times a year, in addition to the AGM. Day-to-day decisions are taken by the officers' Chair, Vice Chair Treasurer and Secretary with significant decisions taken by the full committee. Membership is open to all parents, carers and staff of Berry Hill Primary School.

Appointment and recruitment of trustees

Trustees are elected at the Annual General Meeting and serve for a term of one year, after which they may stand for re-election. Vacancies arising during the year may be filled by the committee until the next AGM. New trustees are given a copy of the constitution and guidance on the responsibilities of being a charity trustee.

Trustee induction and training (optional)

New committee members are introduced to the charity's work and their duties as trustees and are signposted to the Charity Commission's guidance "The essential trustee" (CC3).

3. Objectives and activities

Charitable purposes (objects)

The charity's objects, as set out in its governing document, are:

To raise funds for the use of the school and the benefit of the children, to deliver projects, activities and events for parents/carers and children, to work in partnership with other agencies and apply for grants from other organisations. To provide support with extracurricular activities.

Aims and activities for the year

To further these objects, during the year the charity aimed to:

- Raise funds to support learning resources, school trips and enrichment activities
- Run social and community events for families and the wider school community
- Respond to specific funding requests from the school

Public benefit statement

The trustees confirm that they have had regard to the Charity Commission's guidance on public benefit when planning the charity's activities and deciding what the charity should do.

The charity provides public benefit by funding equipment, resources and activities that enhance the education and wellbeing of all pupils at Berry Hill Primary School, and by bringing together the school community through inclusive events that are open to all families. No private benefit arises beyond that which is incidental to carrying out the charity's purposes.

4. Achievements and performance

This was the charity's 34th year of operation. During the year the charity achieved the following:

Fundraising and events

- Summer fair held in July, raising approximately £2600
- Christmas fair & raffle and Christmas Artwork raising approximately £3260
- Discos including tuck shop, raising approximately £6600
- Bingo night & Berry Hill's Got Talent raising approximately £2000
- Mother's & Father's Day Breakfast raising approximately £900
- Ongoing activities including Doughnut Friday, Non Uniform Days & Your School Lottery raising approximately £1600.00

How the funds were used

Funds raised were used to benefit the pupils of Berry Hill Primary & Nursery School including:

- £3840.00 towards relocating the library & wall wraps
- £1460.00 for outdoor furniture for the children to use at lunch times for recreation
- £500.00 received as a grant specifically for food for our nurture club
- £1000.00 towards equipment for nursery

Funds are also being saved for a larger playground regeneration project & potential upgrade to the lighting used for putting on school productions.

Volunteers and thanks

The trustees are grateful to the many parents, carers, staff and local businesses who gave their time, donations and support during the year. The charity relies entirely on volunteers and could not operate without them.

5. Financial review

Summary of the year

The charity's financial results for the year are set out in the accompanying Receipts and Payments account and Statement of Assets and Liabilities. In summary:

	This year (£)	Last year (£)
Total income / receipts	£26947.00	£23743.53
Total expenditure / payments	£19396.00	£24993.51
Funds carried forward at year end	£15925.00	£8374.29

Reserves policy

The trustees have considered the charity's need for reserves. The charity aims to hold reserves of approximately £5000.00 (or: enough to cover its planned activities and commitments for the coming year). At the year end the charity held free reserves of £15925.00, which the trustees will keep under review, with a view to funding a larger scale project within the next academic year.

Debts and financial position

At the year end the charity had no outstanding debts.

6. Funds held as custodian trustee

The charity did not hold any funds or assets as a custodian trustee on behalf of others during the year.

7. Approval and signature

This report was approved by the trustees on 30th September 2025 and signed on their behalf by:

Signed: 

Full name: Carla Oaksford-Smith

Position (e.g. Chair / Trustee): Chairperson

Date: 30/09/2025

Independent examiner's report (if you have one)

Guidance: Charities with income under £25,000 are not legally required to have their accounts independently examined, but your own constitution may require it and many PTFAs choose to. If you do, the examiner provides and signs their own short report, which is attached to the accounts. Delete this box if it does not apply.

Treasury

6/20/2025	SUMUP PAYMENTS ACC MFD	Disco Tuck Shop	17
6/20/2025	P.O. 41 CARTER LAN		350
6/20/2025	P.O. 41 CARTER LAN		1,080
6/19/2025	AID2GAMBIA AID2GAMBIA	Summer Fair Stall Holder Payment	20
6/17/2025	NEW FARM CLAIRE Z5012K9	Summer Fair Stall Holder Payment	30
6/17/2025	BERRY HILL PRIMARY 30954	TRF from Drama Club	18
6/9/2025	SUMUP PAYMENTS ACC SUN	Teacher sale	10
6/9/2025	K FISHER KATHERINE'S TOYS	Summer Fair Stall Holder Payment	10
6/9/2025	H GOZZARD HOLLY GOZZARD	Summer Fair Stall Holder Payment	10
6/5/2025	C JEPSON FACE PAINT 60000	Summer Fair Stall Holder Payment	10
6/5/2025	D KERRY DIANE KERRY 60000	Summer Fair Stall Holder Payment	10
6/3/2025	BELINDA HENSHAW BREW 8	Summer Fair Stall Holder Payment	10
6/3/2025	CLIENTS DEPOSIT YOURSCH	LOTTERY	90
6/3/2025	SMART PAYMENTS LTD SCH	April Non Uniform Day	1
5/28/2025	SMART PAYMENTS LTD SCH	April Non Uniform Day	15
5/23/2025	SUMUP PAYMENTS ACC MFD	Drama Club Production Refreshments	67
5/22/2025	BONSER S J SARAH BONSER	Summer Fair Stall Holder Payment	10
5/21/2025	SMART PAYMENTS LTD SCH	April Non Uniform Day	8
5/20/2025	GISBORNE T TONI GISBORNE	Summer Fair Stall Holder Payment	10
5/19/2025	RACHAEL HARROLD RACHAE	Summer Fair Stall Holder Payment	10
5/19/2025	SUMUP PAYMENTS ACC MFD	Doughnut Friday	303
5/13/2025	SMART PAYMENTS LTD SCH	April Non Uniform Day	28
5/7/2025	CLIENTS DEPOSIT YOURSCH	LOTTERY	87
5/7/2025	SMART PAYMENTS LTD SCH	April Non Uniform Day	33
4/29/2025	SMART PAYMENTS LTD SCH	April Non Uniform Day	10
		Total	62,268

6/17/2025	MRS CLAIRE E MCKIN 40	Wheel barrows	33.98
6/17/2025	LEEANNE DAVIS 5000000	Costumes Drama Club	17.58
6/17/2025	S NORTH 30000000158	Baking Stuff	23.9
6/18/2025	WWW AMAZON * 2D45	Crisps & popcorn discos	37.57
6/19/2025	AMAZON* 126388D65	Disco supplies (tuck shop)	105.97
6/19/2025	TESCO STORES 5379 CD	Prosecco BHGT & SF	58.13
6/19/2025	CELAND FOODS CD 133	Cans of pop for discos	74.1
6/20/2025	PAYPAL *TEMU CD 1337	Lights for BHGT	48.98
6/26/2025	AMZNMktplace*EA178	Summer Fair	356.12
6/26/2025	Amazon.co.uk*498PW	Summer Fair	22.92
6/27/2025	AMZNMktplace*CR980	Summer Fair	50.3
6/27/2025	BOOKER LTD - 38534 CD	Alcohol BHGT & SF	914.89
6/27/2025	TESCO STORES 5379 CD	Prosecco BHGT & SF	82.5
6/30/2025	AMZNMktplace*51727	Summer Fair	45.56
6/30/2025	CELAND FOODS CD 133	Soft drinks BHGT & SF	89.2
7/1/2025	PAYPAL *CUT PRICE CD	Summer Fair Prizes	386.18
7/4/2025	AMZNMktplace*RG4I2	Prize stall banner summer fair	8.99
7/4/2025	AMZNMktplace*RG05I	Summer Fair	41.53
7/4/2025	AMZNMktplace*O92YI	Summer Fair	35.96
7/4/2025	P.O. 134 SOUTHWELL CD	BHGT	550
7/7/2025	SERVICE CHARGES REF	BANKING CHARGE	4.25
7/7/2025	ALDI CD 1337 06JUL25		6.75
7/7/2025	AMZNMktplace*RG6AA	First aider high vis vest summer f	11.99
7/8/2025	MRS LOUISE RAMSDAL 5	Tesco Prosecco for summer fair	67.45
7/21/2025	AMZNMktplace*RY8SW	Leavers fest. Photo booth paper	210.51
7/23/2025	BOOKER LTD - 38534 CD	Sweets Leavers	71.96
7/24/2025	P.O. 134 SOUTHWELL CD	Leavers fest	200
8/4/2025	SERVICE CHARGES REF	BANKING CHARGE	14.76
8/11/2025	D MARRIOTT 200000000	New shed to go behind music ro	180
8/11/2025	D MARRIOTT 100000000	Summer Fair B&M & Bookers	157.03
		Total	19396.49

Independent Examiner's Report

to the trustees of Berry Hill Primary & Nursery School PTFA

Registered charity number: 1006355

Report to the trustees on the accounts for the year ended 31 August 2025

I report to the charity trustees on my examination of the accounts of Berry Hill Primary & Nursery School Parent, Teachers and Friends Association (the charity) for the year ended 31 August 2025.

Responsibilities and basis of report

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 charity's accounts carried out under section 145 of the Act. 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 matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those accounting records; or
- the accounts do 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.

Signed

Signature:



Cassidy Krygier

Chartered Tax Advisor

11 Pinewood Drive, Mansfield, Notts, NG18 4PG

30/06/2026

.