



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1 Sept 2022** start date To **31 Aug 2023** end date

Charity name: **Grange Primary School Staff and Parent Teachers Association**

Charity registration number: **1038715**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To support and advance the education of pupils of Grange Primary School, Ealing
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	Main activities include: <ul style="list-style-type: none">- Raising funds for facilities and items for the school and pupils- Developing relationships between school stakeholders- Holding events that achieve both of the above
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Charity Commission website has been consulted with regards to any queries

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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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>The PTA ran various large and small events throughout the year. These raised a large total with which to support the school, and also promoted a sense of school community.</p> <p>The larger events were Festival of Light, Christmas and Summer Fairs; smaller playground sales of pre-loved uniform, ice lollies and cakes / doughnuts. Other events included online raffles, non-uniform days and sponsored running events.</p> <p>During the year we raised over £25,000 for the school. This enabled the purchase of essential items for pupils such as online reading schemes, maths resources, support for school trips, as well as funding for more calming and environmentally friendly classroom features, and inclusion materials.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Reviewed at a minimum of once per school term.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is necessary to have some working reserves available for fundraising. Also, due to the school having a different financial year to the PTA, it can be useful to have some funds available to support the school at the start of the school year.
Amount of reserves held	Para 1.22	We aim to have working reserves of £5k at all times.
Reasons for holding zero reserves	Para 1.22	NA
Details of fund materially in deficit	Para 1.24	NA
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NA

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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Parent Teacher Association Constitution
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	Elected in person at either an EGM or AGM with relevant quorum present as stipulated by our PTA constitution.

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Grange Primary School Staff and Parent Teachers Association
Other name the charity uses	Grange PTA
Registered charity number	1038715
Charity's principal address	C/O Grange Primary School Church Gardens Ealing W5 4HN

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	Krystal Evans	Chair	01/10/22 – 31/05/2023	PTA members plus established nominated committee members
2	Tessa Moulton	Co-Treasurer	Full year	as above
3	Nataliya Solimchuk	Co-Treasurer	Full year	as above
4	Jenny Lovern	Co-Vice-Chair	Full year	as above
5	Zeynep Subasi	Co-Vice-Chair	Full year	as above
6	Nion Hazell	Trustee	Full year	as above
7	Janine Reesby	Trustee	Full year	as above
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Tessa Moulton	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	30/06/2024	

Grange Primary School Staff and Parent Teachers Association							
Charity No. 1038715							
Treasurer's Report - School Year 2022-2023							
				2022/2023			
Date	Description	Category	Amount				
01-Sep-22	Bank Balance		26,058				
01-Sep-22	Balance in Safe / PayPal		1,265				
01-Sep-22	<i>*Projected Balance (Including amounts outstanding)</i>		18,148				
	Net Fundraising						
	Net Fundraising Total		25,403				
	Net Fundraising						
	Deposits into bank (related to this year)		23,383				
	Other (not in bank)		2,020				
	Net Fundraising Total		25,403				
	Net Expenditure						
	Paid from bank (related to this year)		12,990				
	Other (not yet paid)		7,117				
	Expenditure Total		20,107				
	Payments related to prior years						
	Paid into/from bank (related to prior years)	-	9,466				
31-Aug-23	Bank Balance		26,985				
31-Aug-23	Balance in Safe / PayPal		1,435				
31-Aug-23	<i>**Projected Balance (Including amounts outstanding)</i>		23,445				
	Net Funds PTA Raised During 2022-2023 School Year		25,403				
Breakdown of Fundraising (Fundraising Year 2022-2023)							
	Events Fundraising Total		21,537				
	Other (Donations, Amazon Smile, etc.)		3,867				
	Total		25,403				
Breakdown of Expenditure (Funding Year 2022-2023)							
	Coaches		5,000				
	Maths Resources		5,000				
	Online Learning		2,000				
	Inclusion Materials		800				
	Phonics Support		650				
	Environmental Classroom Equipment		1,343				
	Playground Equipment		200				
	Nursery Changing Facilities		700				
	Chess Sets		85				
	Y6 Leavers		2,142				
	Book Week		719				
	Christmas Gifts and Crackers		897				
	PTA Operating Costs (This Yr)		570				
	Total		20,107				
*Outstanding Items (1st Sept 2022)							
	Chameleon Cards Not Yet Received	Carried Forward	670				
	Fundraising Not Yet Received		1,221				
	PTA Event Expenses Outstanding		1,226				
	Uncashed lottery licence cheque to council	-	40				
	Grant cheque not yet cashed		200				
	Cheques owed to school for funding	-	10,000		Funding agreed during 21/22 year		
	Total		- 9,175				
*Outstanding Items (31st August 2023)							
	Chameleon Cards Not Yet Received	Carried Forward	670				
	Uncashed lottery licence cheque to council	Carried Forward	- 40				
	PTA Event Expenses Outstanding	-	592				
	Fundraising Not Yet Received		1,529				
	Uncashed funding cheques to school	-	2,953				
	Online Learning	-	2,000		Funding agreed during 22/23 year		
	Inclusion Materials	-	800		Funding agreed during 22/23 year		
	Nursery Changing Facilities	-	700		Funding agreed during 22/23 year		
	Book Week Prizes	-	70		Funding agreed during 22/23 year		
	PTA Operating Costs Outstanding	-	20				
	Total		- 4,976				