

Brixworth C.E.V.C. Primary School PTA

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Website: www.brixworthprimary.org.uk

Chairperson: Sarah Connolly

Treasurer – Amy Payne

Secretary – Bernadette May

Charity Number: 1043160



AGM Meeting

Minutes

Tuesday 16th September 2025

Brixworth CEVC Primary School – Staff Room

Attending – Sarah Connolly, Amy Payne, Bernadette May, Neil Tyler, Clare Salter, Lenette Warren, Alison Sparkes, Nimisha Marrum, Melany Dawson, Jodie Harrison, Stephanie Matthews, Amy Harding, Katie Wright

Apologies - Rachel Rogers, Claire Fleming, Kate Owens, Mel Fowler, Tanya Alexander

1. **Chairperson's Report** – See attached. SC requested for a volunteer to take on the ink bin collection, please message SC for more details. Also a request for every PTA member to try to bring along someone new to help as towards the end of last year was quite a struggle.
2. **Treasurer's Report** – See attached. If you would like any further breakdown please contact AP.
3. **Election of Committee Members**
 - a. Chairperson role – Sarah Connolly proposed by Lenny Warren, seconded by Amy Payne
 - b. Treasurer role – Amy Payne proposed by Jodie Harrison, seconded by Amy Harding
 - c. Secretary role – Bernadette May proposed by Amy Payne, seconded by Nimisha Marrum
4. **Head Teacher's Report/comments**

Neil shared his sincere thanks to the PTA for their fundraising this year, for the monies raised, the events put on and the contributions to school trip travel expenses. Thanking SC, AP and BM for their work and the amount of hours they have all put in. He commented on the Summer Fair being such a brilliant event with great stalls. Neil expressed his concerns about the cash handling, in particular the banking of such large sums of money. Action for SC, AP & BM to investigate other alternatives such as cashless events and changing to a bank with a safer location.

5. Fundraising Activities for 2025/2026 - see attached

6. AOB

a. Recruitment

- i. Treasurer replacement and handover - Michael Meakin-Blackwell, dad of 3 at the school, will be joining soon to shadow AP in the role of Treasurer.

7. Termly Planning Meeting Dates

- a. Autumn Term Meeting – 7th October 2025 – The George Inn
- b. Spring Term Meeting – 27th January 2026 – The George Inn
- c. Summer Term Meeting – 21st April 2026 – The George Inn

BRIXWORTH VC PRIMARY SCHOOL PTA

ACCOUNTS

at

31st AUGUST 2025

BRIXWORTH VC PRIMARY SCHOOL PTA
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st AUGUST 2025

	<u>2024/25</u>	<u>2023/24</u>
Income	26,411	14,251
Grants	-	500
Interest received	144	125
	<u>26,555</u>	<u>14,876</u>
 Less: Expenditure		
School funding requests	4,592	19,996
Other events	414	269
Subscriptions	362	353
Other costs	510	-
Bank fees	202	183
	<u>6,080</u>	<u>20,801</u>
Net surplus of resources	<u>£20,475</u>	<u>£(5,925)</u>
 Represented by		
Opening reserves	9,157	15,082
Surplus for the year	20,475	(5,925)
Balance at bank at the year end	<u>£29,632</u>	<u>£9,157</u>

BRIXWORTH VC PRIMARY SCHOOL PTA
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31st AUGUST 2025
CHARITY REGISTRATION NUMBER 1043160

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

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act: or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with 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 not 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

30th September 2025



Alan Lewis
Institute of Chartered Accountants in England and Wales