

TRUSTEES' ANNUAL REPORT

The Trustees submit their report and accounts for the year ended 31 July 2022

LEGAL AND ADMINISTRATIVE INFORMATION

Charity's principal address: Orleans Primary School
Hartington Road
Twickenham
TW1 3EN

The objectives of Orleans Primary Parent & Teacher Association (OPPTA) are to advance the education of the pupils of Orleans Primary School by providing and assisting in the provision of facilities and educational experiences for pupils at the school above and beyond those normally provided by the Local Education Authority. All parents and guardians of children at the school and members of staff are members of OPPTA. The Trustees have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning the charity's future activities.

TRUSTEES AND GOVERNANCE

Trustees:

- J Chippindale - Co Chair
- M Brown - Co Chair
- S Garnett
- J Gilbert-Farrell
- O Halliday
- J Maun
- G Richardson
- C Scott

The charity is under the control of the Trustees.

SUMMARY OF ORLEANS PRIMARY PARENT & TEACHER ASSOCIATION ACTIVITIES DURING THE YEAR

Following the disruption caused by Covid-19, OPPTA was able to run a full schedule of events with the support of the school, parents, carers, and teachers. Consequently, OPPTA had a strong year for fundraising, with net receipts significantly greater than the costs of running the various activities and the costs associated with the organisation of the PTA (insurance/membership costs, IT, banking costs etc).

The primary sources of income for OPPTA came from tickets to events, and from sales of goods/services/experiences at both ticketed & non-ticketed events. Significant fundraising occasions included the Christmas and summer fairs, and the perennially popular quiz night. Ongoing fundraising activities such as cake sales and used uniform sales also contributed meaningfully to overall net funds generated. In total, and after fundraising costs, OPPTA generated >£26k in net proceeds from events and associated product and ticket sales. OPPTA was also fortunate to receive £4k from local companies generous enough to sponsor OPPTA activities, and we put on record our thanks to the local branch of John D Wood and drinks retailer Real Drinks for their kind support. Commission payments from sources such as Amazon Smile & EasyFundraising totalled >£2.5k, and OPPTA also received a distribution of £2.0k after running the barbeque at the annual St Margaret's Fair. Donations via JustGiving - primarily associated with the annually popular Bounceathon fundraising event - totalled an impressive £6.6k. In summary, OPPTA raised more than £40k in net proceeds for the year after fundraising and administrative expenses, an uplift from the prior year based primarily on the fact that OPPTA was able to run the more normal calendar of events.

OPPTA paid grants in the year totalling just over £18k. Significant items included Phonics Reading Resources of £4.3k, Books totalling £3k, funding Forest School at a cost of c.£2.5k, purchasing Computer Equipment worth c.£1.75k, funding new Playground Equipment costing c.£1.4k, funding Teacher Discretionary Spend of c.£1.25k, and financing the purchase of a defibrillator for the school site, costing c.£0.9k.

Having entered the year with a significant net funds position of c.£30k, and even considering the committee's prudence buffer of around £2k for unforeseen events or working capital needs, there was a significant surplus available at the year-end 2022 and, despite the funding of the grants mentioned above, this surplus increased further over the 12 months under review, to finish at above £52.5k. It is not the committee's strategy to build uncommitted reserves and, pleasingly, the committee agreed to fund both a significant purchase of Chromebooks (with associated engineering support) and a substantial playground refurbishment, together totalling >£30k, the monies for which have been distributed early in the 22-23 school year.

The committee and trustees wish to place on record their sincere gratitude to all supporters of OPPTA for their ongoing generosity and time commitments to help make these fundraising events a success, particularly at a time of considerable pressure on household and corporate finances, and to help enhance the school environment for the benefit of all members of the Orleans Primary School community.

TRUSTEES DECLARATION

Approved by the Board of Trustees and signed on its behalf by

Signed:



Position: Co-Chair

Date: 23.05.23

Signed:



Position: Treasurer

Date: 23 05 23

Independent examiner's report

**REPORT TO THE TRUSTEES OF
ORLEANS PRIMARY PARENT & TEACHER ASSOCIATION Charity Number: 1047690**

I report to the trustees on my examination of the accounts of Orleans Primary Parent and Teacher Association ("the Trust") for the year ended 31 July 2022 which are set out on pages 4 to 6.

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 requirements of 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

SIGNED:



DATE:

23 MAY 2023

John Tindale
2 Amyand Park Gardens
Twickenham
TW1 3HS

ORLEANS PRIMARY PARENT & TEACHER ASSOCIATION
Charity Commission registered number - 1047600

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 July 2022

RECEIPTS AND PAYMENTS

	Notes	Year ended 31 July 2022	Year ended 31 July 2021
		£	£
Receipts			
Fundraising Activities	(note 1)	52,231	29,003
Interest income		8	1
Total Receipts		52,240	29,004
Payments			
Cost of fundraising activities and equipment	(note 1)	- 10,468	- 3,661
Administrative expenses	(note 2)	- 1,064	- 1,761
Total Expense Payments		- 11,531	- 5,422
Net Amounts Raised		40,708	23,582
Amounts provided to school	(note 3)	- 18,179	- 16,667
Net of Receipts/Payments		22,529	6,915
Cash Funds last year end	(note 4)	30,100	20,061
Total funds carried forward		52,629	26,976

STATEMENT OF ASSETS AND LIABILITIES

	Year ended 31 July 2022	Year ended 31 July 2021
Account		
Paypal	1,337	-
Stripe	469	-
Caf Cash Extra - Current Account	40,787	20,532
Caf Cash Extra - Business Card Account	1,674	1,182
Caf Gold Extra - Savings Account	8,340	8,335
Other	21	51
Totals	52,629	30,100

The Trustees approved the above Statement of Financial Activities on:

Signed:



Date:

23.05.23

ORLEANS PRIMARY PARENT & TEACHER ASSOCIATION
Charity Commission registered number - 1047600

Note 1: Detailed Fundraising Breakdown:

Fundraising Breakdown 2021-2022

	Cash Receipts from fundraising activities £	Payments for fundraising activities £	Year Ended 31-Jul-22 Net Receipts from fundraising activities £	Year Ended 31-Jul-21 Net income from fundraising activities £
St Margarets Fair	2,000	-	2,000	-
Sponsorship	4,000	-	4,000	
Bounceathon	6,643	180	6,464	7,177
Commissions e.g. Amazon Smile/EasyFundraising	2,531	-	2,531	
Quiz night	4,241	2,003	2,239	2,205
Christmas Fair & related activities	11,441	4,897	6,544	6,492
Jubilee / May Fair	8,358	2,832	5,525	-
Film Night	1,592	58	1,534	
Silent Disco	947	331	616	
5-a-side	230	-	230	
Reception Disco	228	-	228	
Tea Towels	3,064	-	3,064	
Cake/Uniform/other sales	6,923	167	6,756	1,927
Other	33	-	33	7,541
Total	52,231	10,468	41,764	25,342

Note 2: Breakdown of administrative expenditure:

Administrative Expense Payments

	2021/22 £	2020/21 £
Banking / Transaction fees	292	675
Accounting software	144	144
ParentKind	128	123
MPLC Licence	73	-
GoDaddy Fees	29	-
Business Apps	367	386
Other	30	433
Total	1,064	1,761

Note 3: Breakdown of support provided to Orleans Primary School

Amounts Provided to School - 2021-22

	Year ended 31 July 2022	Year ended 31 July 2021
	£	£
RWI Phonics Reading Resources	4,320	-
Books	3,000	4,552
Forest School for Year 1	2,530	2,530
Computer Equipment	1,768	6,675
Playground	1,380	1,380
Teacher Discretionary Spending	1,263	689
Defibrillator	890	-
Nursery & Reception Rugs	865	-
Staff refreshments	661	-
Teacher Appreciation Fund	553	258
Orchestra	500	-
Touch typing software	220	-
Electric Piano	200	-
Other	29	583
Total Amounts Provided to School	18,179	16,667

Note 4: Reconciliation from Accruals-based report to cash-based report.

The trustees have decided to report the Financial Activities of the Charity on a Receipts and Payments basis as opposed to an Accruals basis as per the 2021 Accounts. A reconciliation of the Funds brought forward is therefore required.

RECONCILIATION FROM ACCRUALS-BASED REPORT TO CASH-BASED

	Year ended 31 Jul-21
Fund brought forward as per 2021 Accounts (accruals basis)	26,976
add back: creditors in 2021 accounts	6,856
deduct debtors in 2021 accounts	- 3,732
Fund brought forward as per 2021 Accounts (cash basis)	30,100