

Dunsford PTFA
Chair's Annual Report 2022/23

At the start of the new school year, we reflect on another successful year for the PTFA. The Trustees and members have worked hard to organise and put on our key fundraising events as well adding new ones to the calendar and supporting school events. With Mr Grimley now in post for over a year, we have welcomed his enthusiasm and can-do attitude that has enabled us to work collaboratively with the school and the LAP to achieve some fantastic results. Financially we are in a really strong position for the year ahead.

We started the year with a Pub Quiz at The Teign Hut in November, this was a great way to welcome new parents and to mark the beginning of a new school year. Thank you to Beth Webber for organising this event and to Anne for hosting.

Whilst not a PTFA fundraiser we organised the annual Children in Need Disco in November. The children showed off their dance moves with pizzazz in the Village Hall, all for a great cause.

In early December we teamed up with St Mary's church to put on the Christmas Fair in the Village Hall. Karen Morris from the village shop recreated her legendary Santa's Grotto and there were some wonderful local crafts and homemade cakes to buy along with Secret presents, a raffle and tombola prizes. The event raised over £1400 which was split between the PTFA and St Mary's Church.

In the Autumn term we also enjoyed and supported several school-led activities by providing refreshments for the Harvest Festival, the Light Procession and Christmas Movie Night as well as the Christmas Concert and Nativity.

December also saw the arrival of a new event, the Power the Pool Party, hosted in the Windout Barn we all danced the night away in aid of raising money for a new Air Source Heat Pump. A truly fantastic turnout and some very enthusiastic revellers raised over £1000. Thank you to Flic and Sam Ursell and to Beth Webber and all the helpers for organising this event.

Also in December, the PTFA funded an all-school Christmas Theatre Trip to see Mary the Pidgeon who never gave up at Exeter Phoenix Theatre, the children loved the play and the excitement of a trip to Exeter! Thank you to Emily Vantreen for organising this for the children.

Early in the school calendar year we made the decision to gift Bursaries of £150 to each year (which could be combined within classes) to spend as they chose. The idea was to empower the students (with a little guidance from their teacher's) to decide what they thought would enhance their learning environment the most. Nursery/Maples spent the money on some tricycles to help with developing gross motor skills and some new educational toys. Willows invested in a teepee for their reading corner, some educational toys and new books. Cedar and Oak class enhanced their classrooms with a sensory bubble lamp, storage units, reading corner canopy, indoor plants, reading rugs, wall stickers, fairy lights, bean bag seats and lots of new books including illustrated dictionaries and thesauruses.

Bags2School has continued each term raising about £80 each time, an easy way to raise money and give to charity at the same time.

The spring term saw the return of the Big Breakfast. Thank you to Fran Laugharne and her team for organising this much-loved community event. The turn out (and the food!) was incredible and we raised over £1200.

At the same time, we launched our 'gofundme' crowd fundraising page to raise money to install an air source heat pump in the school pool. We raised a whopping £7500 and as a result were able to get the ASHP installed during the easter holidays. An enormous thank you to Beth Webber and Jess Dunbar for all their efforts this year with pool fundraising. This has been an ongoing project now for several years and after monumental efforts from some very dedicated parents and Hannah Smallridge, our excellent 'pool keeper', we have achieved what once felt like an impossible task - a

positively balmy swimming pool which has been used out of school hours and over the summer come rain or shine more than ever before.

Local resident, Christine Marsden, organised a craft fair in aid of the pool fundraiser. This raised about £230 and we are so grateful for the wider community support. Thank you also to Becky Palmer who supported this event.

To top off our fundraising for the year, our biggest fundraiser of the year, The Dunford Show, was a roaring success. Despite several lastminute dropouts and no-shows we made some quick substitutions (Holly's Farm will forever replace the bouncy castle!) and the show went on. No rain this year but we had to contend with some strong gusty winds that threatened to blow every gazebo and marquee away but several sandbags, tent pegs and ratchet straps later and we were rooted to the ground, dancing and singing along to the shanties of the Back Beach Boys, watching in awe as Rich performed his death-defying MTB stunts and transfixed by bubbles the pixie. Throw in some fantastic food and drink, the inaugural Produce Tent, St Mary's Craft Tent, and we had a record turnout and record takings making over £12k profit. Too many people to thank here as it was truly an all-hands-on-deck community effort, Thank you everyone.

Another success of last year was the award of a Green Flag with Distinction for the school in it's first year of applying. Julia Balfour has worked tirelessly with the school and eco-council, organising bat survey night adventures, setting up the Little Rotters composting group, tree planting, uniform swaps, installing dormouse boxes, taking part in the RSPBs big garden bird count, litter picking, auditing school waste. Thank you to Julia and all the helpers.

Reflecting on the past year has made realise just how much we've achieved, well done you fabulous lot! Crucially, I feel we've re-engaged with the wider Dunsford community after the 'covid years' and the transition to becoming an academy when, at times, the connection felt a little strained. Towards the end of last year, both Helen Parker and Becky Palmer joined the Dunsford Village Hall committee which has gone further to build ties with a valuable community and school asset. The Dunsford Show and the Coronation Street Party have also been key community events that have been valued far wider than the immediate school family. A bit of a cliché but it really does take a village to raise a child - and we have a pretty special village and surrounds! Finally thank you to those of you who have mentored me through this past year, when I hadn't a scooby doo what was involved in the role of chair 12months ago, special thanks to Glen Corbett and Alex Chown.

Julia Matthews

Dunsford PTFA Chair

Dunsford PTFA Treasurer's Report 2022/2023

Summary

I would like to start by recording my jubilation for a strong year. Both in terms of how the charity has been served by the many volunteers who bring a community spirit of support, and for the large amount of funds raised. It has all contributed to a fantastic accomplishment which in turn has brought great benefit to the school.

This year we introduced an outlined budgetary plan (spend) as well as a project aim – Dunsford Pool Air Source Heat Pump and this report will capture the success of this approach. This report confirms the funds which were raised, and amounts spent.

I also would like to place a focus on the money raised via the Pool Swimming Club membership. I acknowledge that this is a significant request on Parents / Guardians, and it does place a burden on families. As a charity we did approve a bursary/wavier for those requiring this, thus providing a level of equity across the school. This report will capture the running costs that fall to us as a charity and why raising funds remains a key part of our activity. The pool remains a valuable way of investing in the children's curriculum (physical and mental). The Swimming Club membership means some of the pool running costs are not reliant on income from other school events.

Governance & Administration

It has been a busy year - thank you to you all for supporting the trustees in making the PTFA such a successful collaboration.

Over the reporting year we have managed to progress the administrative requirement and secure updated records for PayPal, and Sum-up into my Trustee's name. The next action relates to the proposed resolutions at the September (2023) Annual General Meeting concerning amendments to the constitution, and specifically our banking mandates. With your help and backing, the Treasurer requests the use of a debit card as an extension to the standard practice of online banking.

Our project focus was the heating system for Dunford School pool, with applications made for a grant from the national lottery, which sadly was not successful. However, donations via the GoFundMe online page was a huge success. Here, I would like to record my thanks to the Pool Committee for doing a fantastic job, led by Beth Webber.

Financial Highlights

Total receipt of £40,494.13 *

Total expenses of £30,160.21

The charity holds * accounts – effectively a current account and a reserve account. The reserve account has not been touched for any withdrawals and it receives payments from Amazon Europe Core and some interest.

**Reserve account
(deposit)**

opening balance on 1 September 2022 £8,117.40
closed balance on 31 August 2023 £8,238.47

Net growth
£121.01

Cash **£413.60***

Current account

opening balance on 1 September 2022 £12,248.39
(Bank statement, sheet no. 111)
closed balance on 31 August 2023 £22,461.29
(Bank statement, sheet no 183)

Net growth
£10,212.90

**mix / carry over yd 22 / late cash from Dunsford Show (including St Mary's stall) / Y6 Robin Hood tickets and drinks*

Base Budget Spend

At the start of the year we outlined a guide budgetary spend, assuming some conservative income from the various PTFA events. This was approved by the PTFA membership in the autumn.

This was well received by the school. At the start of the academic year we could then commit to covering the costs of three school trips, as well as provide a bursary for each year group - this totalled £1,650. I am pleased to report that this resulted in a total expenditure of £1,367.39, and in addition the school kiln was repaired for £162.46.

Plus, Keep Britain Tidy, Green Flag Application – with the support of the Eco Council and leadership by Julia Balfour.

Fundraise Activities, in Year 22-23**Autumn 2022**

Lots of fun and hard work took place to run these events raising net profits.

- Bags2school **£80**
- Easyfundraising – cheque, **£25.92**
- The Christmas Bizarre, over **£1,400** in profit with 50% shared (£727.73) to St Mary's church PCC (a joint venture with the local church)
- Eco Council - **£51.25**
- Christmas Disco was a hit - **£1,146** (current account, targeting the pool fund) and organised by Beth Webber)
- School Christmas Disco - **£185.28**
- Pub Quiz - **£164**
- Nativity refreshments, **£17.00**, Christmas trail, **£25.00**

Spring and Summer 2023

- Big Breakfast – **£1,270.16** (£418.30 cash + £851.86). (SumUp £1046.05 payments**) *Note this came in via a different charity account as ours was not working.*
- Dunsford Village Craft Fair - **£229.50**
- Dunsford Show - Total takings around **£18,111** (Note in 2021, £14,404)
Expenses - £5,200 (approximately**)
Total Profit (minus expenses) - **£12,933** (£6,119.30- 2021)
(See appendix A for a summary breakdown)
- Eco Council - Cake sales (**138.12**) plant, uniform exchange, night adventures (**£152**) totally approximately, £300
- Bags2school, 2 collections raised, **£75 & £86**
- Easyfundraising – 2 cheques, **£22.23 & £25.46**
- Yr 6, Robin Hood – ticket sale and drinks, **£142.95**

Swimming Pool

Beth Webber helped secure the necessary permission from the Academy to enable the PTFA to lease the pool outside of school hours. With the appropriate safeguarding and spotter training the pool has been actively used. The trustees promote both the pool safe operating rules and actively encourage all pool users to actively monitor compliance of these rules.

A finance summary follows:

- GoFundMe page, income via PayPal cheque of **£6,549.54**
- Air Source Heat Pump cost over £10k (Installed April 2023)
 - The LAP's investment into the school, £3,522 for the replacement of the pump.
 - Our payment to LAP, who had made arrangements for pump's installation, was made in July 2023 - **£6,500**
- The Pool Swimming Club has raised **£2,634**
 - Breakdown of the above - £2,250 plus guest payments £84, plus late payments for Sept – November 2022, £300

Pool Running Costs

- Specialist services and products **£1,376.97**
- Local services **£2,683** (year 2020 and 2021) (guide around £1,400 per year***)
- LAP electricity contribution **£899.79** (November 2022, for April-Oct 2022)
*** Note Payments for year 2023, is due in autumn therefore subject to reporting year 23/24

Gifts / Donations

Each year we use our account to administer the collection of funds for teachers gifts – both at Christmas and end-of-year. These gifts match the amount we raised for these special collections. Therefore, we don't draw on any additional funds. The larger collection is at the end of year, which raised £760. Christy Chown purchased vouchers (John Lewis) on behalf of the PTFA. Again, no additional funds came from our balance, as this would not be supported by our constitution. All receipts match this amount and are available to review.

Charity Running Costs

These are kept to a minimum. Some expenses have been paid to trustees, with receipts, for car parking fees, associated with visits to the bank. The current account does include a monthly charge and handling fees. Other charges we incur include those associated with providers such as PayPal or Sum-up. However, these administrative charges cannot be avoided and enable us as a charity to be accessible to the digital banking and fundraising arena, such as GoFundMe. Our insurance as a charity is provided via our membership to ParentKind - £72, annual membership renewed in January.

Going Forwards

We wish to see our balance sheet serve the vision of the charity. We draft a budget spend forecast and outline expenditure to approve for 23/24.

Our **reserve account**, as the name suggests, is worthy of ring fencing for unforeseen emergencies, subject to PTFA agreement. It is advised that small charities like ours hold a proportion of the balance in reserve to cover the approximate annual cost of running the pool, circa £4,000 for at least 2 years and/or as contingency for the Dunsford Show.

The **current account** does require a minimum balance, suggested £8,000 held to enable sufficient cash flow for events such as the Dunsford Show. We are well-placed to receive some bids to utilise the money for the benefit of the children's education at Dunsford Academy.

To Conclude

Thanks go to all of the parents involved in such a successful year of fundraising and serving. The services of many within the PTFA ensured events ran smoothly, with of course the valued backing from the school. However, it's the buy-in by the whole PTFA, Dunsford community and wider catchment that ensures money is raised. It is this backing that means we can help provide resources and make a difference.

The financial success by the investment into the school is only possible by the hard work and commitment by those associated with the charity.

Mr Alex Chown

Treasurer – Trustee

Dated 11 September 2023

Presented at AGM Sept and approved

Appendix A - Dunsford Show 2023 (part of July's 2022 communique)

Total takings around £18,111

Expenses for putting on a fab show -around £5,200 (approximately)

Total Profit minus expenses - £12,933

Of the above – SumUp £5,557.

Breakdown below and screen shot, shared in July is below:

Dunsford School Events	Total Profit
Front Gate	£2,939.60
Raffle	£2,439.74
Beer Tent	£1,827.12
Tea Tent	£1,808.99
BBQ	£1,716.56
Horse Show	£743.58
Games	£323.09
Bottle Stall	£217.00
Dog Show	£205.08
Face Paint	£137.50
Bric Brac	£125.25
Farm Yard	£66.60
Second Hand Clothes	£18.80

Sponsorship / Advertising / Pitch fees - bringing in £2,935.

Our thanks to Savills and Heltor for their substantial sponsorship.

Main Gate recorded takings of £2,939 (nearly double that of 2022).

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Post event:

Income

St Mary's Church, Dunsford - £117.60

Stalls, Parish Council, £25 plus Dartmoor national park - £50

Drinks, Pimms sale - £24

Sale to goods to Village shop – £106.68

Produce Tent - £44.50

Note - we are still awaiting deposit refund of £80 from Teign Valley Committee

** Expenses

Mountain Bike – expenses carried over into 23/24 financial year (£595, paid 1 Sept 23)

Produce Tent - expenses and income settle later in July (£75.48)

Scout Tent hire – £25

Teignbridge – waste collections (£239.98, paid 7 Sept 23)

Independent examiner's report to the trustees of Dunsford PTFA

I report to the trustees on my examination of the accounts of Dunsford PTFA for the year ended 31 August 2023.

Responsibilities and basis of report

As the charity trustees of Dunsford PTFA 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 giving me cause to believe that in any material respect:

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

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: *Ceri Blake*

Name: Ceri Blake

Relevant professional qualification: CIMA Qualified

Address: 21 Brownings Mead, Dunsford, Devon, EX6 7JJ

Date: 4th October 2024