



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2024

Period start date To 31/08/2025

Period end date

Charity name: Bentfield Primary School PTA

Charity registration number: 1052274

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objective of the PTA is to advance the education of the pupils of the school through; developing extended relationships between staff, parents and the local community. Organising and engaging in fundraising activities throughout the school. Providing new facilities and resources for educational, emotional and wellbeing support at the school (not provided from statutory funds)
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	All proceeds from events and activities organised by the PTA are used to support the work of the school. Decision about expenditure priorities are decided upon during regular PTA meetings including SLT. In this respect the association has due regard to the guidance issued to the charity commission on public benefit The charity benefits the primary school aged children attending Bentfield Primary School. Trustees are not paid
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the Charity Commission's guidance on public benefit when carrying out the charity's activities

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	All of our events are run by parent volunteers with support from the school staff. We would not be able to operate without them.

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A
Other		N/A

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 last academic year was incredibly successful thanks to the help of our wonderful PTA members families careers alike.</p> <p>We held three discos in October March and July collectively raising over £1700. we held a quiz night in November 2024 raising over £800 which the parents enjoyed thoroughly as well as Elfridges at Christmas - a huge favourite with the children.</p> <p>Over the spring / summer months we also held a sponsored fete, bake sale and dare to be different day – where the children can wear what they want and even put colour into their hair.</p> <p>The most successful event of the year was our annual Music in the Park live music event. This raised over an incredible 12k.</p> <p>The money raised went towards a new trim trail in the reception playground, a pantomime at Christmas as well as year 6 leavers hoodies and party, along with this there was donations for the school allotment, art resources and the 2 Johns came in where they spoke to staff and children of the dangers of social media and online gaming. All of this used over 26k back to the school to enable them to improve the school life and experience for the children and staff.</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	It was a successful year as more revenue was made from events
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A level of reserves are stipulated in the conditions set out by the founding members of the PTA and the School SLT.
Amount of reserves held	Para 1.22	22,173
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No

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	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	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	Appointed by previous trustees

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	Bentfield Primary School PTA
Other name the charity uses	
Registered charity number	1052274
Charity's principal address	Bentfield Primary School Rainsford Road Stansted Essex CM24 8DX

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	James Instance	Treasurer		
2	Alex Otter	Chair		
3	Chris Allen	Secretary		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

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)	Alexandra Otter	James Instance
Position (eg Secretary, Chair, etc)	Chairperson	Treasurer
Date	19/05/26	



Receipts and payments accounts

CC16a

For the period
from

01-Sep-24


To

31-Aug-25

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Discos	2,356	-	-	2,356	-
Quiz	1,107	-	-	1,107	-
Christmas event	1,688	-	-	1,688	-
VE day	888	-	-	888	-
Music in the park	20,881	-	-	20,881	-
50/50 prize draw	844	-	-	844	-
Christmas card	237	-	-	237	-
Dare to be different	230	-	-	230	-
cake stall	149	-	-	149	-
interest received	28	-	-	28	-
Sub total (Gross income for AR)	28,408	-	-	28,408	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	28,408	-	-	28,408	-
A3 Payments					
Disco	638	-	-	638	-
Quiz	237	-	-	237	-
Christmas event	970	-	-	970	-
VE day	235	-	-	235	-
Music in the park	8,618	-	-	8,618	-
50/50 Prize draw	296	-	-	296	-
Donations to school	26,539	-	-	26,539	-
AGM Expenses	44	-	-	44	-
	-	-	-	-	-
Sub total	37,577	-	-	37,577	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	37,577	-	-	37,577	-
Net of receipts/(payments)	- 9,169	-	-	- 9,169	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	31,342	-	-	31,342	-
Cash funds this year end	22,173	-	-	22,173	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	PTA Bank Account	22,173	-	-
		-	-	-
		-	-	-
	Total cash funds	22,173	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		James Instance	19/05/26	



Section A

Independent Examiner's Report

Report to the trustees

Bentfield Primary School PTA

On accounts for the year
ended

31 August 2025

Charity no
(if any)

105224

Set out on pages

1- 12

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 08 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 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

19/05/2026

Name:

HEATHER BALL

Relevant professional
qualification(s) or body

Acc A. Qualified Accountant

(if any):

Address:

92 CANNONS CLOSE

BISHOPS STORTFORD

HERTS CM23 2BH

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A.