



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2020		31	08	2021

Section A Reference and administration details

Charity name CROFTON JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

Other names charity is known by

Registered charity number (if any) 1052857

Charity's principal address

TOWNCOURT LANE

PETTS WOOD

ORPINGTON

Postcode BR5 1EL

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	MR LUKE CASSERLEY	CHAIR		
2	MRS LOUISE SMYTHE	TREASURER		
3	Mrs ABIGAL BROWN	SECRETARY		
4	MRS SUSIE SERGANT	PRESIDENT		
5	MRS CLAIRE HOBDAV	COMMITTEE		
6	MRS CLAIRE WELLS	COMMITTEE		
7	MR. N SECULAR	COMMITTEE		
8	MRS JENNY TAYLOR	COMMITTEE		
9	Mrs VICTORIA SINKINSON			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution. The constitution of Crofton Junior School Parent Teacher Association was adopted on 3/10/95 and amended 1/10/96.
How the charity is constituted	The Charity is constituted as an Association.

(eg. trust, association,
company)

Trustee selection methods
(eg. appointed by, elected by)

Under the Constitution as amended the Committee shall comprise of a President, Chair, Secretary and Treasurer together with up to twenty-five other members of the Committee (to include additional officers appointed). In addition, the President may nominate up to two members of the teaching staff and the Governing Body may nominate one Governor Representative Representative to serve as members of the Committee.

The Committee shall be elected at the AGM and shall hold office until the next AGM. The President shall be an ex-officio member of the Committee not required to offer himself/herself for re-election by General Meeting.

Nominations for election to the Committee may be made by one member and seconded by another.

The Trustees of the Association shall be from the President, Chairman, Secretary and Treasurer as elected by the Annual General Meeting.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the Association is to advance the education of pupils in the

School in particular to:

- develop more extended relationships between the staff, parents and others associated with the School
- engage in activities which support the School and advance the education of pupils attending it.
- Provide and assist in the provision of such facilities or items for education at the School (not provided from statutory funds) as the Committee in consultation with the Governing body shall from time to time determine.

The Association shall be non-party political and non-sectarian

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Association's aims and objectives and in planning future activities.

Crofton Junior School Parent Teacher Association is a group of parents and staff volunteers. This group raises money for the school by running a varied programme of events throughout the school year.

The Crofton Junior School Parent Teacher Association holds regular committee meeting where staff, parents and others associated with the School are always welcome to participate.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This year was unusual because of the covid19 restrictions and as such PTA could not carryout many of the fund-raising activities, However PTA managed to raise some funds through successful organisation of certain online events like Christmas raffle, Christmas Cyberhunt and the annual Christmas card project.

This year the PTA enrolled with Amazon Smile to get charity funds on eligible purchases.

The PTA run uniform shop also provided a steady stream of income towards the fund throughout the year.

Towards the end of the year, as Covid restrictions were eased, PTA could organise Leavers party for the Year6 pupils.

PTA has taken initiative to rejuvenate the woodland area behind the school. This began in earnest In June this year and will carry on throughout the new school year and beyond.

The PTA donated a greenhouse for the school garden.

Overall year 2020-21 was bit challenging due to covid19 however we now look forward to gear up in the coming year.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Association may set aside funds for special purposes or as reserves against future expenditure.

Details of any funds materially in deficit

Section G

Declaration

**The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees**

Signature(s)

Luke Casserley

Abigail Brown

TAR

Full name(s)

LUKE CASSERLEY
ABIGAIL BROWN

Position (eg Secretary, Chair, etc)

CHAIR
SECRETARY

Date

09/02/2022

CROFTON JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

Registered Charity No.1052857

CROFTON JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

	Page
Highlights of the Year	1
Receipt and Payments Account	2
Statement of Assets	3
Bank Reconciliation	4
Notes to the Accounts	5
Independent Examiner's Report	6

CROFTON JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

HIGHLIGHTS OF THE YEAR ENDED 31st AUGUST 2021

	Notes	2021 £	2020 £
Amounts raised from events	1	<u>5,183</u>	<u>18,664</u>
Amounts donated to the school			-
Projector for Main Hall			4,308.00
Greenhouse for School Garden		<u>263</u>	
		<u>263</u>	<u>4,308.00</u>
Cash funds available at year end		<u>45,565</u>	- <u>30,009</u>

CROFTON JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT AS AT 31 AUGUST 2021

	Note	2021 £	2020 £
Income			
Gross income		38,381	49,353
Expenditure		(33,198)	(30,689)
Surplus from fundraising activities	1	<u>5,183</u>	<u>18,664</u>
Donations received			
Amazon Smile		147	
Terracycle		18	
Stampastic		10	
Hand Stitched Home		80	
Flinn's Fitness		475	
Charities Aid Foundation		200	
Crofton Junior School Voluntary Fund		-	15
		<u>929</u>	<u>15</u>
Bank interest received			-
Net income		<u>6,112</u>	<u>18,679</u>
Administrative expenditure	2	(1,947)	(834)
Donations paid	3	(263)	(4,308)
Net surplus for the year		<u><u>3,902</u></u>	<u><u>13,537</u></u>

CROFTON JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

**STATEMENT OF ASSETS
AS AT 31 AUGUST 2021**

	2021 £	2020 £
Stock		
Stock - Uniform shop	12,583	9,079
Total stock	<u>12,583</u>	<u>9,079</u>
Cash funds		
Current account	33,308	32,318
Cash & Cheques not banked	(326)	(2,308)
Total cash at bank	<u>32,983</u>	<u>30,009</u>
Total Assets	<u><u>45,565</u></u>	<u><u>39,088</u></u>

CROFTON JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

BANK RECONCILIATION

£

BALANCE AS PER BANK STATEMENT 31/8/21

33,308.40

SUBTRACT AMOUNTS RECEIVED AND NOT IN CASHBOOK

26/08/2021		Stripe Payments UK Ltd STRIPE	-	114.67
27/08/2021		Stripe Payments UK Ltd STRIPE	-	45.67
31/08/2021		Stripe Payments UK Ltd STRIPE	-	165.31

Stripe payments received in August to be transferred to 21/22 accounts

-325.65

BALANCE AS PER CASH BOOK 31/8/21

32,982.75

CROFTON JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st AUGUST 2021

	2021 £	2020 £
1. Surplus from fundraising activities		
Uniform shop	2,006	6,760
Fireworks		4,092
Christmas Fair		2,873
Christmas Disco		1,165
Christmas Raffle	2,306	
Christmas Jumper		102
Quiz Night		758
Local business donations	929	
WWII		
Leaver's Disco	(2,034)	
Mothers Day		627
Croftons Got Talent		436
Fathers day		(181)
Easter Disco/Barn Dance		(113)
Yr 6 Leavers Hoodies	633	630
Spring Ball		855
Xmas Cards	940	660
Xmas Cyber Hunt	403	
Total	5,183	18,663
2. Expenditure		
Admin Expense		212
PTA UK Membership	123	122
Online Events Management	709	300
Sum up fees	20	
Stripe Fees	819	
Raffall Fees	231	
Green Bin		30
Storage Boxes	44	160
Bank Charges		10
Total	1,947	- 834

3. Donations to Crofton Junior School

Projector for Main Hall		4,308
Greenhouse for School Garden	263	
	-	
Total	263	4,308
Donations from Voluntary Fund:	-	23
Total	263	4,331
Total Donations:	263	4,331

Independent examiner's report to the trustees of the Crofton Junior School Parent Teacher Association (the "Charity")

I report on the accounts of the Charity for the year ended 31 August 2021, which are set out on pages 01 to 06.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that in any material respect the requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Rachel Somerville-Cotton

Address: 48 Crofton Lane, Orpington, Kent, BR5 1HL

Signed:



Date:

8/11/2021