



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## Trustees' Annual Report for the period

From 1 July 2021      Period start date To 31 August 2022  
Period end date

Charity name: Prestbury St Marys PTFA

Charity registration number: 1058909

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of pupils in the school in particular by: Developing effective relationships between staff, parents and others associated with the school. Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.
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	During the year the charity's most successful fundraising activities were as follows: <ul style="list-style-type: none"><li>- Sponsored pancake flip</li><li>- Jubilee picnic</li><li>- After school discos and movie events</li><li>- Evening at the Lido</li><li>- Mothers' and Fathers' Day gifts</li><li>- Quiz evening</li><li>- Dare to be different days</li><li>- Christmas cards</li></ul>
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 guidance issued by the Charity Commission on public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## 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><b>During the year the charity donated over £10,000 to Prestbury St Mary's Federation, to cover the following:</b></p> <ul style="list-style-type: none"> <li>- <b>Contributions to school trips</b></li> <li>- <b>Animal visits to school</b></li> <li>- <b>Craft materials</b></li> <li>- <b>Books</b></li> <li>- <b>Refurbishment of outside space</b></li> <li>- <b>Lunch trolleys</b></li> </ul>

### 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	The charity raised £14,930 during the year and had cash reserves of £19,017 at the year end.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves of the charity will be used to purchase items and for St Mary's Infant and Junior school.
Amount of reserves held	Para 1.22	£19,017
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

### 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 adopted 7 October 1996 as amended on 21 September 2016, 2 October 2019 and 2 November 2020.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated 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	Election by members at annual general meeting

### 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	Prestbury St Marys PTFA
Other name the charity uses	
Registered charity number	1058909
Charity's principal address	St Marys School Bouncers Lane Prestbury Cheltenham GL525JB



**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	Kirsty Stevens	Chair		
2	Sarah Tugwell	Trustee	15 November 2021 – 31 August 2022	
3	Caterina Carter	Trustee	- 31 <sup>st</sup> Aug 22	
4	Ellen Capewell	Trustee		
5				
6				
7				
8				
9				
10				
11				
12				
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14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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#### 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)	<i>KEstevens</i>	
Full name(s)	<i>Kirsty Emma Stevens</i>	
Position (eg Secretary, Chair, etc)	<i>Chair</i>	
Date	<i>17/10/2022.</i>	



## Receipts and payments account

For the period from	Sep 1, 21	To
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
<b>A1 Receipts</b>			
Fundraising activities	28,918	-	-
Pantomime receipts received in advance	1,579	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b> (Gross income for AR)	30,497	-	-
<b>A2 Asset and investment sales, (see table).</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	-	-	-
<b>Total receipts</b>	30,497	-	-
<b>A3 Payments</b>			
Fundraising activities	13,441	-	-
Booking fee	352	-	-
Insurance	128	-	-
Bank charges	49	-	-
Donations to school	10,708	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b>	24,678	-	-
<b>A4 Asset and investment purchases, (see table)</b>			
Card machine	19	-	-
	-	-	-
<b>Sub total</b>	19	-	-
<b>Total payments</b>	24,697	-	-
<b>Net of receipts/(payments)</b>	5,800	-	-
<b>A5 Transfers between funds</b>	-	-	-
<b>A6 Cash funds last year end</b>	13,217	-	-



<b><i>Cash funds this year end</i></b>	<b>19,017</b>	<b>-</b>	<b>-</b>
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Section B Statement of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Bank account	18,957
	Petty cash	60
		-
	<b>Total cash funds</b>	<b>19,017</b>
	(agree balances with receipts and payments account(s))	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £
		-
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
B5 Liabilities	Details	Fund to which liability relates

Signed by one or two trustees on  
behalf of all the trustees



Signature

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E. Capewell

Ellen Ca

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Aug 31, 22

CC16a

Total funds

Last year

to the nearest £

to the nearest £

28,918	12,822
1,579	-
-	-
-	-
-	-
-	-
-	-
-	-
30,497	12,822

-	
-	-
-	-

30,497	12,822
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13,441	1,767
352	231
128	123
49	-
10,708	10,222
-	-
-	-
-	-
-	-
24,678	12,343

19	
-	
19	-

24,697	12,343
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5,800	479
-	-
13,217	12,738

19,017	13,217
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the period

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
OK	OK

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
-	
-	

-	
-	
-	

lame	Date of approval
pewell	30.12.22

## **Independent examiner's report to the trustees of Prestbury St Marys PTFA**

I report to the trustees on my examination of the accounts of the Prestbury St Marys PTFA (the Trust) for the year ended 31 August 2022.

### **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 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: 

Name: Gemma Percival

Relevant professional qualification or membership of professional bodies (if any): ACA Qualified (ICAEW) Membership No. 1596755

Address: 6 Broadway Close, Prestbury, Cheltenham, Gloucestershire, GL52 3EA

Date: 20 December 2022