



TUNSTALL PRIMARY SCHOOL PTA CHAIR REPORT 2022 FOR THE SCHOOL YEAR 2021/2022

Thank you to everyone taking the time out of their busy schedules to attend the AGM. This report will give a brief overview of the past year and the events we have carried out.

My name is Laura Bartlett, and I am the current chair of the PTA, this past year's committee consisted of Paula Mewett as Treasurer and Anisha Abramian as Secretary and Rachel Pamplin as Trustee plus 6 ordinary committee members.

I would like to take this opportunity to thank all the trustees and their families for all the support they have provided me and the PTA over the past year. Thank you to all the committee members that have always taken the time to attend all the committee meetings, be part of sub committees and put in a lot of time and resources organising great events for all the children and families. A special thank you to Rachel and all her family that always put so much time and effort into the PTA, I know it has been a tough year but your support has been invaluable.

It has been a great year coming back after Covid. We were able to run our very successful Firework event and the Jubilee event jointly with Tunstall Parish and church. We were able to see the successful return of Father Christmas into the grotto and the children were able to enjoy Elfridges and pick special gifts for their families and friends.

I would also like to thank all the school staff that have always supported the PTA and put in a lot of their time to assist us with our event planning and running. Mrs Watson and Mrs Hewett are always happy to help us out. A very big thank you to Mr Hall for always helping out the PTA – we would be lost without your help.

We are unfortunately losing the current Treasurer Paula and the current Secretary Anisha and I am also stepping down as Chair. Thank you both, for all you have done this past year.

At the beginning of an academic year a PTA is obliged to hold an AGM. The AGM follows a slightly more formal format to the usual committee meetings. At the meeting we must do the following three things to comply with the Charitable Trust regulations.

1. The Chair, the Treasurer and the headteacher provide a report of the PTA's achievements in 2021/2022.
2. We will agree the constitution for the year.
3. Elect the new officers and committee members for the coming year.

The PTA is a charity, and it exists for two main reasons,

1. To raise money to provide additional resources to the children and users of the school and to support the teachers and governors in giving our children the best possible experience here at Tunstall School.

2. To run events that give great experiences to the children, families, friends, and community of Tunstall School.

As a parent of Tunstall School, you automatically become a member of the PTA, and we are very keen for as many parents as possible to get involved, as little or as much as you can as, without the support, we are unable to run the events and support the school.

2021/2022 Events

Our most successful event this year has been the fireworks which raised over £7000. We received great feedback from the event and it all ran very smoothly. A lot of time and effort was put into the organising and running of the Jubilee community event and we successfully raised £3858 from this event. We also did lots of smaller events for the children to enjoy including making Mother's Day and Father's Day card and the Elfridges gift room which the children always enjoy.

The funds raised this year have contributed to the school minibus, 15 new laptops, pantomime for all children and much more

We will continue to communicate with parents/carers via our termly newsletter, ParentMail and our social media sites.

2022/2023 Focus for the Committee

We will continue to communicate as often as possible with parents/carers to raise awareness of our events and continue to build the school community relationship. We will continue to work alongside Mrs Andrew and all the school to include all children and their families in all our events.

As a charity we will continue to work with the best interests of the children and represent them when making decisions on expenditure requests.

Thank you again to everyone for their support of the PTA

Laura Bartlett

Tunstall Primary School PTA Chair

Tunstall PTA Treasurer summary November 20

| | |
|----------------------|--------------------------|
| Current Bank Account | £ 3,050.94 |
| Big Project Account | £ 3,259.05 |
| Total funds | <u>£ 6,309.99</u> |

| Fundraising and Events | Income |
|--|---------------|
| Personalised Hand Gel Bottles | £ 277.74 |
| Scarecrow Trail | £ 267.27 |
| Christmas Bazaar & Elfridges 2020 | £ - |
| Second Hand Uniform sales | £ 230.00 |
| Stickins | £ 6.71 |
| Lottery | £ 50.00 |
| Bags 2 School | £ 141.00 |
| Class Fundraising (cards and other products) | |

| | |
|---------------|------------------------|
| Totals | <u>£ 972.72</u> |
|---------------|------------------------|

Donations given to the School

Annual contribution to school minibus from big project acct

Library books from Second Hand Uniform & Scarecrow

Total other donations to School

General expenses - PTA Postbox, signage and folders

Expenditure Funds Raised

| | | | |
|---|--------|---|-----------------|
| £ | 106.20 | £ | 171.54 |
| £ | 41.99 | £ | 225.28 |
| £ | 597.40 | £ | (597.40) |
| £ | - | £ | 230.00 |
| £ | - | £ | 6.71 |
| £ | - | £ | 50.00 |
| £ | - | £ | 141.00 |
| | | £ | - |
| | | £ | - |
| | | £ | - |

| | | | |
|----------|---------------|----------|---------------|
| £ | 745.59 | £ | 227.13 |
|----------|---------------|----------|---------------|

Expenditure

£ 2,400.00

£ 505.28

£ 2,905.28

£ 81.67

Tunstall Parent Teacher Association Accounts for Year Ending 2021/2022

| | at 31/08/2022 | at 31/08/2021 | at 31/8/2020 |
|--|--------------------|-------------------|-------------------|
| Nat West Bank Account | £ 13,171.08 | n/a | n/a |
| HSBC Current Bank Account (closed 8/7/22 funds transferred to Natwest) | £ - | £ 4,429.25 | £ 2,871.62 |
| Cash in hand | £ - | £ 85.00 | £ 37.97 |
| Money in PayPal and Stripe | £ - | £ 135.58 | £ 213.12 |
| HSBC Big Project Account (closed 8/7/22 funds transferred to Natwest) | £ - | £ 4,993.98 | £ 5,658.91 |
| Unpresented income | £ - | £ - | £ - |
| Uncleared cheque and expenses | £ - | £ (521.97) | £ - |
| Total | £ 13,171.08 | £ 9,121.84 | £ 8,781.62 |

Funds sent to school

| | Income | Expenditure | Funds Raised |
|---|------------|---------------------|--------------|
| Funds sent to school for minibus 15th Sep 21 | £ - | -£ 2,400.00 | £ - |
| Library funds from Tunstall to Tokyo (prev. academic yr) 15th Sept 21 | £ - | -£ 514.79 | £ - |
| Panto 2021 | £ - | -£ 1,700.00 | £ - |
| Magazine subscription | £ - | -£ 160.00 | £ - |
| Laptops | £ - | -£ 2,699.25 | £ - |
| Minibus | £ - | -£ 2,400.00 | £ - |
| Total 31/08/2022 | £ - | £ (9,874.04) | £ - |

Events

| | Income | Expenditure | Funds Raised |
|----------------------------------|--------------------|--------------------|--------------------|
| Fireworks 2021 | £ 11,707.55 | £ 4,654.10 | £ 7,053.45 |
| Elfridges 2021 | £ 2,393.83 | £ 2,078.01 | £ 315.82 |
| Christmas Raffle 2021 | £ 1,666.30 | £ 215.29 | £ 1,451.01 |
| Class Fundraising 2021 | £ 2,126.94 | £ 1,498.44 | £ 628.50 |
| Second Hand Book Sale | £ 344.72 | £ - | £ 344.72 |
| Mothers day 2022 | £ 659.23 | £ 471.98 | £ 187.25 |
| Platinum Jubilee 2022 | £ 8,215.26 | £ 4,356.42 | £ 3,858.84 |
| Fathers Day 2022 | £ 554.73 | £ 338.60 | £ 216.13 |
| Dancing Through the Decades 2022 | £ 234.00 | £ 96.22 | £ 137.78 |
| Sports Day 2022 | £ 195.16 | £ 137.00 | £ 58.16 |
| Icecream Fridays 2022 | £ 708.15 | £ 437.00 | £ 271.15 |
| Fireworks 2022 | £ - | £ 900.00 | £ (900.00) |
| Elfridges 2022 | £ - | £ 211.70 | £ (211.70) |
| Sub total events | £ 28,805.87 | £ 15,394.76 | £ 13,411.11 |

Other income

| | Income | Expenditure | Funds Raised |
|-------------------------------|-------------------|-------------|-------------------|
| Second Hand Uniform sales | £ 150.00 | £ - | £ 150.00 |
| Stickins | £ 6.06 | | £ 6.06 |
| Lottery ticket sales | £ 1,577.40 | | £ 1,577.40 |
| Lottery prize donations | | | £ - |
| Bags 2 school | £ 448.00 | | £ 448.00 |
| Amazon | £ 170.89 | | £ 170.89 |
| Empties | £ 19.75 | | £ 19.75 |
| Easyfundraising | £ 145.78 | | £ 145.78 |
| Sub total other income | £ 2,517.88 | £ - | £ 2,517.88 |

Children's gifts and activities

Grotto 2021 Childrens gifts
Church Christmas Tree 2021
Easter Trail 2022
Mothers Day Cards (included in event expenditure)
Fathers Day Cards (included in event expenditure)
Footballs
Year 6 leavers hoodies
Red Class 2022 Welcome gift

Sub total gifts and activities**Total funds raised**

| Income | | Expenditure | | Funds Raised | |
|----------|---|-------------|------------------|--------------|-------------------|
| £ | - | £ | 652.65 | £ | (652.65) |
| £ | - | £ | 20.00 | £ | (20.00) |
| £ | - | £ | 33.44 | £ | (33.44) |
| £ | - | £ | - | £ | - |
| £ | - | £ | - | £ | - |
| £ | - | £ | 121.70 | £ | (121.70) |
| £ | - | £ | 150.00 | £ | (150.00) |
| £ | - | £ | 55.00 | £ | (55.00) |
| £ | | £ | 1,032.79 | £ | (1,032.79) |
| £ | | £ | 31,323.75 | £ | 16,427.55 |
| | | | | £ | 14,896.20 |

General Costs

Safety Barriers
2xSumUp card readers
Extension Lead
Parentkind annual membership 1st Jan 22
PTA t-shirts
Small lottery licence
PTA events fees 01/05/21 - 13/01/22
HSBC account fees
PAT electrical testing Jul 22

Total General Costs

| Expenditure | |
|-------------|---------------|
| £ | 40.78 |
| £ | 158.00 |
| £ | 47.95 |
| £ | 116.00 |
| £ | 191.20 |
| £ | 20.00 |
| £ | 137.51 |
| £ | 38.25 |
| £ | 9.07 |
| £ | 758.76 |



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Tunstall CE (Aided) Primary School Parent Teacher Association

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1062784

Set out on pages

1-2

(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 / 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 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 (other than that disclosed below *) 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.

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

Signed:

Emma Chassen

Date:

13/5/23

Name:

Emma Chassen

Relevant professional
qualification(s) or body
(if any):

ACCA

Address:

62 Park Drive

Sittingbourne

ME10 1RD

Only complete if the examiner needs to highlight 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.