

Trustees' Annual Report for the period							
From	Period start date			To	Period end date		
	1	Sept	2023		31	Aug	2025

Section A Reference and administration details

Charity name	Broxbourne C of E Primary School Parent Teacher Association		
Other names charity is known by			
Registered charity number (if any)	1062809		
Charity's principal address	Mill Lane		
Postcode	EN10 7AY		

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	A.Cording	Chair		N/A
2	J. Conway	Vice Chair		N/A
3	K. Osborne	Vice Chair		N/A
4	L. Shand	Treasurer		N/A
5	B. Watson	Secretary		N/A
6	C. Weeks	Secretary		N/A
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address
<b>Bankers</b>	Barclays Bank plc	High Street, Hoddesdon
<b>Independent Examiner</b>	James Lamb	

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Model Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by Members

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

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

To advance the education of pupils in school by:

- Developing effective relationships between the 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 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 had due regard to the guidance issued by the Charity Commission on public benefit when carrying out their duties.

In planning the PTA's activities for the year, the trustees have considered how these activities will contribute to the charity's purposes and deliver public benefit in accordance with the Charities Act 2011.

The trustees are satisfied that all the PTA's activities are undertaken to further its charitable objectives for the benefit of pupils, parents, carers, and staff of Broxbourne C of E Primary School, and the wider school community.

We are group of parents who meet every term to organise and host fundraising events for school. We work closely with the head teacher to determine what the school would like us to raise money for, and then organise fun events for the children whilst also raising money.

Highlights of the last year was completing the Playground Project! We also funded a Mathletics subscription, Zoolab for Science Week and year 6 First Aid.

Events this year include:

- Discos
- Uniform sales
- Ice lolly and donut sales
- Easter Egg Hunt
- Christmas and Summer fairs
- Christmas and Mothers and Significant Other gifts sales
- Parents Quiz Night

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The main achievement for this period was the completion of the Playground Project.

## Section E Financial review

### Brief statement of the charity's policy on reserves

We keep £3000 in reserve to ensure we can fund most of the following years events. At the end of 2023 financial year, we had £11,000 in reserves.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:


- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

### Signed on behalf of the charity's trustees

Signature(s)	<i>Kate Osborne</i>	
Full name(s)	Kate Osborne	Lauren Shand
Position (eg Secretary, Chair, etc)	Current Chair	Treasurer
Date	12-Mar-26	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Broxbourne CofE Primary School PTA

No (if any)

## Receipts and payments accounts

For the period from	Sep-23	To	Aug-24
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Fund Raising Events Income	£ 24,236.07	-	-	24,236
Donations	5,000	-	-	5,000
Interest	251	-	-	251
Easy Fundraising	86	-	-	86
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>29,573</b>	<b>-</b>	<b>-</b>	<b>29,573</b>
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>29,573</b>	<b>-</b>	<b>-</b>	<b>29,573</b>
<b>A3 Payments</b>				
Cost of Fund Raising Events	£ 4,383.87	-	-	4,384
Items for School	31,111.29	-	-	31,111
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>35,495</b>	<b>-</b>	<b>-</b>	<b>35,495</b>
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>35,495</b>	<b>-</b>	<b>-</b>	<b>35,495</b>
<b>Net of receipts/(payments)</b>	<b>- 5,922</b>	<b>-</b>	<b>-</b>	<b>- 5,922</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>33,623</b>	<b>-</b>	<b>-</b>	<b>33,623</b>
<b>Cash funds this year end</b>	<b>27,701</b>	<b>-</b>	<b>-</b>	<b>27,701</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Bank Account (1)	8,011	-
	Bank Account (2)	21,643	-
		-	-
	Total cash funds	29,654	-
	(agree balances with receipts and payments account(s))	Agreement Error	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

Kate Osborne

Print Name

Lauren Shand

Kate Osborne

CC16a

Last year

to the nearest £

-
-
-
-
-
-
-
-
-

-
-

-
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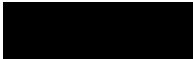
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**Endowment  
funds**  
to nearest £

-
-
-
-

OK

**Endowment  
funds**  
to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


Date of approval


**Independent Examiner's Report to the Trustees of Broxbourne C of E Primary Parent Teacher Association**  
I report on the accounts of the charity for the year ended 31 August 2024.

#### **Respective Responsibilities of Trustees and Examiner**

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011,
- to follow the procedures laid down in the Charity Commission (England and Wales) Directions 2015, and
- 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 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 those records. It also includes consideration of any unusual items or disclosures in the accounts, and of explanations given by the 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.'

#### **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 Charities Act 2011; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011 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.

Examiner's Signature: 

Name: James Lamb

Professional qualification (if any): Independent volunteer examiner

Address: River View, Cozens Lane West, Broxbourne, EN10 6QL

Date: 12-Mar-26