



From Cheryl KIDD Treasurer until 9/1/2024 Period start date To
1/9/2022 Period end date 31/8/2023

Charity registration number: 1062912

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To raise funds for the primary school from events for parents and the community. A school PTA.
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	<p>Firework event, summer revels, Christmas events (Elf Trail, Elfridges), 2 x school discos, uniform sales, I love U sale, production evening, bingo evening, sponsored bounce.</p> <p>This money raised was used towards these events/future events and also money donated to the school for activities, coaches, music lessons, laptop trolley and SD cards, Christmas activities, easter activities, accelerated reader and donations to children at school events.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes, all trustees are aware of the guidance issued by the Charity Commission on Public benefit.

You may choose to include further statements where relevant about:

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

Contribution made by volunteers	Para 1.38	
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	Raising funds for every child within the school and raising funds to support the future refurbished library alongside new books, coaches, music lessons and educational enrichment. All of the funds raised benefit every child in the school as per our constitution.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Yes, a profit and loss set of accounts was prepared at the end of the period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are required in the account to prepare for future events and then longer term school projects. Although there is no specified amount of reserves.
Amount of reserves held	Para 1.22	No specified amount of reserves, this is just what is left in the bank account at the end of the year depending on requests for contributions to the school purchase requests.
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	N/A

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	Funds raised from events, sponsorship events and grants applied for and awarded.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	N/A
Other		N/A

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	Unincorporated Charity – PTA
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	Trustees are elected at the AGM and have to be voted in by two different members of the room not including themselves.

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	N/A
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Findon St John Baptist Primary School P.T.A
Other name the charity uses	Findon PTA
Registered charity number	1062912
Charity's principal address	St John the Baptist Primary School, School Hill, Findon, BN14 0TR

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	Natalie LUKE	Chair	Until 9/1/2024	
2	Cheryl KIDD	Treasurer	Until 9/1/2024	
3	Laura HUTT	Secretary	Until 9/1/2024	
4	Camilla MARTIN	Trustee	Until 9/1/2024	
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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	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

N/A

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)	C A Kidd	
Full name(s)	Cheryl Alison KIDD	
Position (eg Secretary, Chair, etc)	Treasurer until 9/1/2	
Date	18/05/2024	

St John the Baptist Primary School PTA - Accounts 2022-2023

Receipts & Payments Accounts for the Year ended 1/9/2023

Income from Events

	£
Fireworks	6,674.86
	£
Sponsered Bounce cash	1,340.54
	£
I love you day sale Cash	173.90
	£
Christmas Disco	343.76
	£
Elf Trail	780.10
	£
I love you day sale sum up 20/3 payout	52.11
	£
I love you day sale sum up 17/3 payout	48.67
	£
Sponsered bounce cheque	70.23
	£
Sponsered bounce bank transfer	130.69
	£
Elfridges	1,693.09
	£
Revels	11,898.24
	£
Summer Disco	347.93
	£
Production evening	320.35
	£
Bingo	931.24
	<u>£</u>
	<u>24,805.71</u>

Income from Other Sources

	£
Holden - halloween trail bag purchase	5.00
	£
Laura - purchase coconut oil	9.90
	£
Uniform sale takings	27.00
	£
Nativity cash takings	94.01
	£
Nativity card takings	29.76
	£
Run 2022 - raw energy	700.00
	£
Amazon Smile	161.62

	£
Income from sale of bouncy castle	45.00
	£
Anglo recycling	30.00
	£
Anglo recycling	64.00
	£
Amazon Smile	212.74
	£
Raw Energy soft drinks purchase	10.00
	£
Jane - drinks purchase	15.00
	£
Maxine - drinks purchase	20.00
	£
Laura - drinks purchase	24.25
	£
Raw Energy - run profits	1,000.00
	£
Amazon credit	23.09
	<u>£</u>
	<u>2,471.37</u>

Expenditure for events

	£
Fireworks 2023 deposit	300.00
	£
Christmas Disco	160.34
	£
Elf Trail	196.35
	£
Elfridges	162.92
	£
Revels	7,223.97
	£
Summer disco	185.91
	£
Production evening	31.50
	£
Bingo evening	295.19
	£
I Love u Day 2024 - 10.60, 3.50,	14.10
	£
Elfridges 2023 - 1.75 + 54+26.85+26.20+132.65+1.35	242.80
	£
Fireworks 2022	2,870.46
	£
	11,683.54

PTA Assets

	£
Folding tables - Amazon	203.97
	£
Gazebos x 3 - gorilla gazebo	570.96
	£
Stakes, orange fencing - wickes	62.00
Onion Chopper - Amazon	
	£
Stretchy Tablecloths - Amazon	68.97
	£
Padlock - argos - repay marcus	11.50
	£
Scissors - Tesco	6.00
	£
Fold up table - guildcare	8.50
	£
Scissors & Bread knife - Morrisons	8.50
	£
Boxes for display - Tesco	14.50
	£
Boxes for display - Tesco	36.50
	£
Lights - Asda	34.94
	£
Amazon - ratchet strap	8.25
	£
Christmas tree stand	8.00
	£
BBQ - next day catering	585.19
	£
Asda - Storage boxes	9.00
	£
Homesense	16.00
	<u>£</u>
	<u>1,652.78</u>

Sundry Expenses

	£
Insulated cups	24.46
	£
Paper - amazon	31.98
	£
Bouncy Castle maintenance - bounce mania	90.00
	£
Cable Ties - wickes	7.65
	£
Amazon - treasurer folder and wallets	24.98
	£
Inventory log book - amazon	5.99

	£
Findon Service station - gas and fuel	137.60
	£
Sainsburys - sugar	7.50
	£
Findon village shop - hand soap	1.29
	£
Volunteer subsistence - Papa Johns	47.47
	£
Volunteer subsistence - dee dees	52.90
	£
Aldi - baking materials	9.93
	£
Tesco - baking materials	9.45
	£
Sainsburys - baking materials	9.80
	£
Tesco - baking materials	10.55
	£
Sainsburys - Prizes and crackers	17.00
	£
Findon village stores - brown tape	1.99
	£
Home Bargains - 4 x spray cream for events	3.96
	£
Bookers - cups, hot choc, milk	34.80
	£
Amazon - neon labels	10.59
	£
Amazon - laminating pouches	10.50
	£
Poster my wall - 28.43 +25.62+25.02	79.07
	£
Tesco - Mulled Wine	7.67
	£
Village store - brown tape	1.99
	£
Tens licence for nativity	21.00
	£
parentkind	140.00
	£
Dee Dees - Volunteer subsistence	17.35
	£
Amazon prime membership	47.49
	£
Amazon - laminating pouches	11.95
	£
AAA batteries - for pigs - Findon stores	24.95
	£
Poundland - tumblers, glasses	10.00

	£
Morrisons - hand wash, hand towels	18.79
	£
Bookers - food pads and black sacks	29.14
	£
Papa Johns - Volunteer subsistence - pizza Friday 12/5	49.97
	£
Amazon - Treasury zip bags	14.99
	£
Amazon - white labels	13.00
	£
Amazon - sweet bags	7.90
	£
Amazon - laminating pouches	20.30
	£
HP Ink - secretary printing ink	10.99
	£
Fuel drain	150.00
	£
Tesco - Mulled wine May 2023	22.50
	£
Instant ink	10.99
	£
Dee Dees - Volunteer subsistence	24.15
	£
Instant ink - August	4.49
	£
Wilko - new parents bags	3.20
	£
Poundland - new parents bags	3.00
	£
Parking - new parents bags	3.20
	£
Amazon - new parents bags	9.78
	£
Poster my wall - July	24.44
	£
Amazon - wrapping and cellophane	54.95
	£
Amazon - bingo pads	16.59
	£
Amazon - Orange ribbon	2.99
	£
Oscar Romero - drinks for events	299.58
	£
Instant Ink - July	4.49
	£
Amazon	25.99
	£
CO-OP - Baking ingredients	20.90

	£
Tesco	46.50
	£
Instant Ink - June	17.49
	£
Pay pal	58.95
	<u>£</u>
	<u>1,881.12</u>

Donations to school

	£
Selection boxes	115.00
	£
Sausages for Christmas Party left over from fireworks	52.50
	£
Invoice 26-2022/23 accelerated reading	1,100.00
	£
Invoice 27-2022/23 music lessons, rug, workbench	1,360.00
	£
Food warehouse - left over sweets for christmas party	5.50
	£
Plates for christmas party	8.91
	£
Christmas presents school Amazon	30.96
	£
Christmas presents school Amazon	190.92
	£
Asda - Crackers for christmas parties	27.00
	£
Morrisons Easter eggs 27+57.75+10	94.75
	£
Games - christmas class gift	29.97
	£
Music Lessons inv - 28-2023/24	680.00
	£
B & M - Ice pops for sports day	12.65
	£
SD card, laptop trolley, coaches	3,810.00
	<u>£</u>
	<u>7,518.16</u>

	<u>£</u>
Total Income	<u>27,277.08</u>
	<u>£</u>
Balance Carried Forward	<u>10,699.55</u>
	<u>£</u>
Total income including balance brought forward	<u>37,976.63</u>
	<u>£</u>
Total Expenditure	<u>22,735.60</u>

Total Income less expenditure	<u>£</u> <u>15,241.03</u>
Bank and cash balances at 1st September 2023	<u>£</u> <u>15,241.03</u>
Petty Cash	<u>£</u> <u>115.68</u>

I have examined the vouchers, cash book and bank statements of the St John the Baptist Primary School PTA for the year ending 1st September 2023. In my opinion this statement of Income & expenditure represents a true and accurate account.

Statement prepared by Cheryl Kidd, Treasurer, 30/09/2023



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Findon St. John Baptist Primary School P.T.A

**On accounts for the year
ended**

1/9/2023

**Charity no
(if any)**

1062912

Set out on pages

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

**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:

Carolyn Bristow

Date:

22/05/24

Name:

CAROLYN BRISTOW

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

TREASURY EXPERIENCE FROM ANOTHER PTA

Address:

125, SALVINGTON ROAD, WORTHING
WEST SUSSEX BN13 2JN

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.