

St John's CE Primary School
Parents and Friends Association



Annual Report September 2023 – August 2024

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St John's Parents and Friends Association Annual General Meeting 23 October 2024

Chair's Report for the year ending 31st August 2024

Our 2023 to 2024 year was once again 12 months of successful fundraising and epic efforts from our wonderful team of volunteers and the wider school community.

The first big event of the year was our ever-popular Fireworks Extravaganza. It was, as is the norm, a somewhat wet and windy run up to the event but, thanks to the huge enthusiasm and stellar organisation of Matt Bowen and his very able team of helpers, including Sam Birkby and his 'firing squad', the event was extremely successful, raising over £3,100 for the school.

This year a new team took on the Summer Fair and did it with panache, bringing everyone together for an afternoon of entertainment on the school field. The lovely Astra Rudling, Romaine O'Brian, Lizzi Easterbrook and Caroline Selmi worked their socks off to put on an afternoon of pure fun and enjoyment, raising over £5735.

A huge number of volunteers are involved in this event so a huge thanks to those who stepped up and helped support our brilliant duo, especially Sarah Mewett and Jessica Addis for running our very successful raffle.

The year also saw the return on the Sponsored Bounce, expertly organised by Andrea Gatt. The event raised an astonishing £4,200 and was a huge hit with children. Also, we brought back our very successful 'Break the Rules' Day. Jen Goldsmith and Ellie Eckersley did a brilliant job at pulling this together and we're hoping this will become an annual event.

But it's not just about having fun! Together parents, carers, family, friends, the school's Senior Leadership Team and staff have helped us to raise over £21,000 this year. Another incredible year of fundraising and one of which we are very proud.

Having (unsuccessfully) resigned last year, I've continued to hold the fort, with huge thanks to Claire Fussell, Sarah Mewett and Graham Ashman who've all been a huge support and ensured things have kept moving. After four years, Graham is also looking for a replacement in the role of Treasurer.

We now desperately need to fill these roles (Chair, Vice-Chair and Treasurer) to ensure the PFA can continue, so please do consider whether you might be able to take on either of these roles. They can be easily fitted around work and family life. Sadly, without anyone taking them on, the PFA will have to fold, meaning the school loses out on the invaluable funding we provide to support our children.

DM us via our Facebook (www.facebook.com/STJPFATW) page to let us know how you might be able to help; we'd love to hear from you.

None of these events and fundraising happen without a network of, frankly, incredible and enthusiastic volunteers. I think everyone who's worked on our events would agree that playing an active part in the PFA is incredibly rewarding so please do consider how you can support us.

Becca Krug, Chair

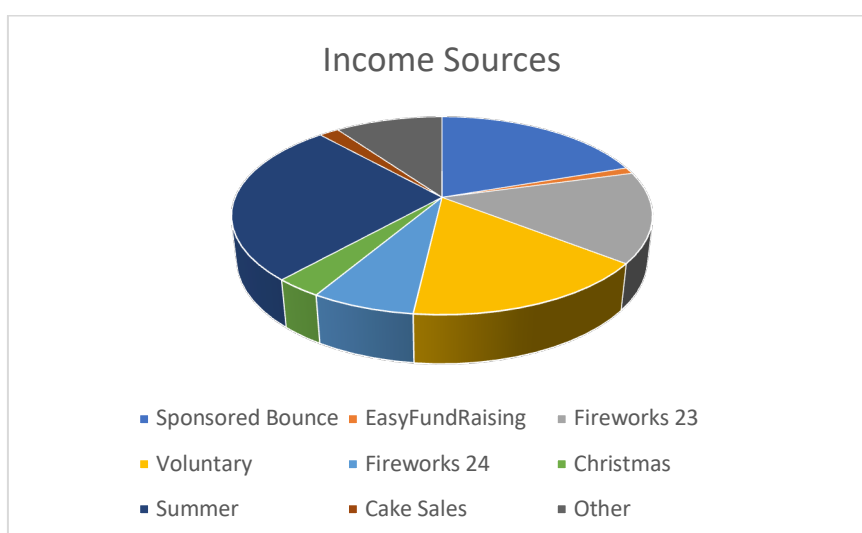


St John's Parents and Friends Association Annual General Meeting 5 October 2024

Treasurer's report for the year ending 31st August 2024

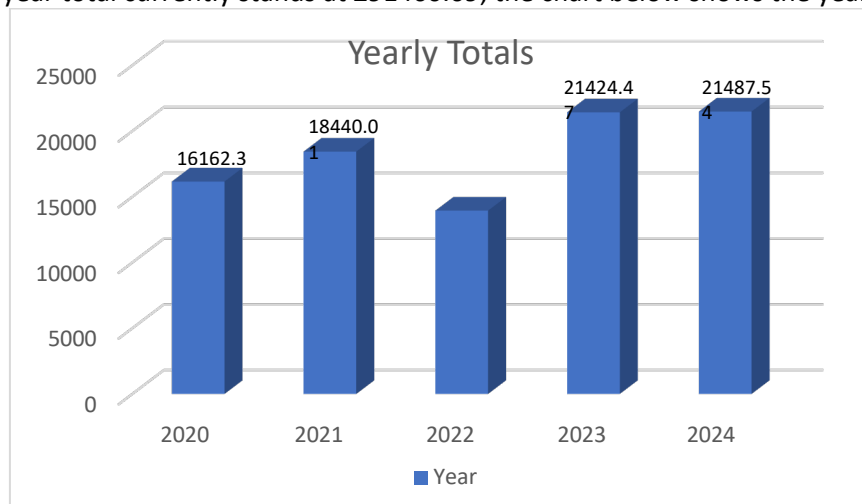
Dear all,

Income. This year has been another good year for the PFA with a net total raised of £21487.54, which is very similar to last years' total of £21424.47. The income is broken down from the following areas and events:



The biggest contribution was from the Summer Fair, raising £5735.78 so a massive thank you to Astra, Lizzi, Romaine, the rest of the team and all the volunteers for their efforts. Second was the Sponsored Bounce with £4236.12, so again a big thank to the team for organising. The third largest event was the Fireworks with £3181.58 so many thanks to Matt and his team for putting the event together.

The rolling 5-year total currently stands at £91460.69; the chart below shows the yearly breakdown:



Expenditure. This year the library renovation was completed, and funds were released to the school in November and January, which has formed the bulk of the purchases for this financial year. 'The Eagle' and Teddy Bears for YR were the other purchases. Event costs are slightly down in comparison to last year (£9551.70 vs £10438.82) but this mainly due to a lack of LoudCloud event. Costs for the Summer Fair and Fireworks are broadly similar to the previous financial year despite recent high inflation.

Looking Forward. The next project identified by the school is the upgrade of digital services across the site but are still awaiting a firm requirement from the school. Another potential project is the purchase of a lighting rig but again, no firm details have been received. No support was given to the hardship and enrichment funds this financial year, but it is anticipated that circa £3400 will be requested, as well as continued support to the newspaper club (circa £700).

I'd like to thank Helen and Jo in the school office for their help throughout the year and Stephen Lunnon for kindly volunteering again to act as our Independent Examiner and reviewing our accounts for the year.

Graham Ashman, Treasurer



**St John's Parents and Friends Association Annual General Meeting
23 October 2024**

Financial Statements for the year ending 31st August 2024

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St. John's School Parents & Friends Association
Statement of Income and Expenses - Current Account
For Year Ended 31 August 2024

Description	Notes	2023/2024	
		£	£
<u>Cash at Bank</u>			
Brought forward from 2022/2023		<u>£177.31</u>	£177.31
<u>Income</u>			
Income from events/ fundraising	1	<u>£31,039.24</u>	£31,039.24
<u>Expenditure</u>			
Cost of running events	1	-£9,551.70	
Purchases for St. John's School (current year)	3	-£1,291.94	
School purchases relating to prior year	3	-£12,000.00	
Prepaid expenses for events relating to next financial year	4	£0.00	
Pay Pal & Stripe Fees	5	£0.00	
Sundries	2	<u>-£699.97</u>	
			<u>-£23,543.61</u>
Transfer to / from Deposit Account			-£5,500.00
Current Account Bank Balance at 31/08/2024			<u>£2,172.94</u>



St. John's School Parents & Friends Association
Statement of Income and Expenses - Reserve Account
For Year Ended 31 August 2024

Description	Notes	2023/2024	
		£	£
<u>Cash at Bank</u>			
Brought forward from 2022/2023		<u>£18,517.05</u>	£18,517.05
<u>Income</u>			
Interest income		£179.52	£179.52
Transfer To/From Current Account			£5,500.00
Reserve Account Bank Balance at 31/08/2024			<u>£24,196.57</u>



**St. John's School Parents & Friends Association
Consolidated Statement of Income and Expenses
For Year Ended 31 August 2024**

Description	2023/2024	
	£	£
<u>Consolidated Cash at Bank</u>		
Brought forward from 2022/2023	<u>£18,694.36</u>	£18,694.36
<u>Income</u>		
Income from Current Account	£31,039.24	
Income from Reserve Account	<u>£179.52</u>	£31,218.76
<u>Expenditure</u>		
Expenditure from Current Account	-£23,543.61	<u>-£23,543.61</u>
Total Consolidated Bank Balance at 31/08/2024		<u>£26,369.51</u>

1. Notes to the Accounts



St. John's School Parents & Friends Association Event Summary Statement For Period 1 Sept 2023 - 31 Aug 2024

Event	Notes	Income	Expense	Net
Fireworks 23		£7,593.45	-£4,411.87	£3,181.58
Summer Fair		£10,091.55	-£4,355.77	£5,735.78
Sponsored Bounce		£4,484.52	-£248.40	£4,236.12
		£22,169.52	-£9,016.04	£13,153.48
Other Fundraising		Income	Expense	Net
Easyfundraising		£223.05	£0.00	£223.05
Newspaper		£73.00	£0.00	£73.00
Fireworks 24		£1,444.77	£0.00	£1,444.77
Voluntary Donations		£3,492.98	£0.00	£3,492.98
Gift Aid Claims		£0.00	£0.00	£0.00
Cake Sales		£491.01	-£100.00	£391.01
Second Hand Uniform Sale		£195.00	£0.00	£195.00
Christmas Events		£1,000.32	-£335.66	£664.66
Plant Sale		£599.49	-£100.00	£499.49
Break the Rules Day		£1,350.10	£0.00	£1,350.10
		£8,869.72	-£535.66	£8,334.06
Total		£31,039.24	-£9,551.70	£21,487.54

2. Notes to the Accounts



St. John's School Parents & Friends Association Large Event Breakdown For Period 1 Sept 2023 - 31 Aug 2024

Note (i)

Fireworks 23

	Takings	Costs	Totals
Tickets	£4,886.93		£4,886.93
Bar	£2,206.52	£659.86	£1,546.66
Sweets and Glow		£795.00	-£795.00
Fireworks		£2,112.87	-£2,112.87
Sundries		£844.14	-£844.14
Sponsorship	£500.00		£500.00
	£7,593.45	-£4,411.87	£3,181.58

Note (ii)

Summer Fair

	Takings	Costs	Totals
Summer Fair 24	£10,091.55	-£4,355.77	£5,735.78
	£10,091.55	-£4,355.77	£5,735.78

Note (iii)

Sponsored Bounce

	Takings	Costs	Totals
Bouncey Castles		-£248.40	-£248.40
Sponsorship	£4,484.52		£4,484.52
	£4,484.52	-£248.40	£4,236.12

3. Notes to the Accounts



St. John's School Parents & Friends Association Sundries For Period 1 Sept 2023 - 31 Aug 2024

Description	Notes	Income	Expense
PTA Membership Subscription			£153.00
Annual Raffle License			£20.00
Meeting Expenses			£24.70
Leaflet Printing			£43.57
Committee Gifts			£79.50
SumUp Machines			£379.20
			<hr/>
Total		£0.00	-£699.97
			<hr/> <hr/>

4. Notes to the Accounts



St. John's School Parents & Friends Association
Purchases for St John's School
For Period 1 Sept 2023 - 31 Aug 2024

Expenditure:

Current year budgeted school purchases	(i)	£1,188.50
Current year discretionary school purchases	(ii)	£103.44

Total **£1,291.94**

School purchase relating to prior years (iii) **£-12,000.00**

Notes:

(i) St Johns' School Budgeted Spend:

Planned Budget for this year	Date voted in	Allocated	Spent	Balance
Eagle newspaper printing	06/03/2024	£350.00	£354.50	£-4.50
Eagle newspaper printing	05/06/2024	£350.00	£296.50	£53.50
YR Bears	05/06/2024	£550.00	£537.50	£12.50
				£0.00
				£0.00
				£0.00
				£0.00
TOTAL		£1,250.00	£1,188.50	£66.00



St John's Parents and Friends Association Annual General Meeting 5 October 2024

Independent Examiner's report for the year ending 31st August 2024



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
St John's School Parents and Friends Association

On accounts for the year ended

31st August 2024

Charity no (if any)

1068131

Set out on pages

4-10
(remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021.

As the charity's trustees, 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

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

Signed: S. Lunnon

Date: 17/10/2024

Name: Stephen Christopher Lunnon

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

CIMA (Chartered Institute of Management Accountants)

Address: 33 Southwood Avenue, Tunbridge Wells, Kent, TN4 9PN