

Trustees' Annual Report

St Peters Parents Teacher Association

For the year ended 31 July 2025

1. Objectives and Activities

The PTA exists to advance the education and wellbeing of pupils at the school by raising funds and providing resources and experiences that enhance school life. During the year, the trustees focused on delivering inclusive community events, growing sustainable fundraising streams, and using funds raised to directly benefit pupils across all year groups.

2. Achievements and Performance

Impact on the Children

During the 2024–2025 academic year, the trustees are pleased to report a significant positive impact from fundraising activities, representing one of the PTA's largest annual contributions in over five years.

Funds were used to provide a wide range of resources and support, including:

- Installation of shade for the KS1 playground
- New books for the school library
- Waterproof jackets and high-visibility vests for Little Fishes
- Fans for classrooms
- Leavers' crosses and prayer books
- End-of-year production overhead costs
- Additional equipment and resources requested by the school

Summary of the Year

The Annual General Meeting was held on Thursday 24 October 2024 online via Zoom. The trustees opted to return to an online format, following evaluation of previous in-person events which, although enjoyable, did not lead to increased volunteer engagement.

Throughout the year, efforts continued to promote the PTA and strengthen governance. New committee members joined in voting and officer roles, helping to build resilience

within the core officer group. All officers continued in their existing roles, although several long-standing members stepped down at the end of the year.

Overall, this was one of the PTA's most successful years, with new events introduced, strong community engagement, and significant growth in the pre-loved uniform operation, supported by the installation of a dedicated PTA uniform shed.

3. Fundraising Activities

Key fundraising events and outcomes during the year included:

Bonfire Night

Bonfire Night was again a highlight of the school calendar. A new events lead joined this year, supported by the outgoing lead to ensure a smooth handover. Advance ticket sales and the cashless system worked well, contributing to the event's success.

Christmas and Advent Activities

The PTA provided the school Christmas tree and nativity scene, along with decorations in school colours. The class Christmas tree decoration competition ran for its third year and continued to be popular with pupils. A new initiative involving children's artwork being turned into gift items was trialled successfully. The PTA also supported the Winchester Round Table Santa Sleigh collections.

Film Night

A whole-school film night was reintroduced for the first time since before Covid. Feedback was largely positive, and trustees believe this is an event that could be run multiple times in future years.

Wine Tasting

A wine tasting event was held at the school and received overwhelmingly positive feedback. The event benefited from professional expertise and partial donation of wine, and also helped strengthen the school community through social engagement.

Summer Fete

Despite initial weather-related challenges, the trustees made the decision to postpone the fete by one week. This resulted in a successful outdoor event with strong attendance and fundraising outcomes, raising over £5,000 for the school.

Sports Day

The PTA reintroduced the community tent, serving refreshments provided by families. Feedback was positive, though the trustees noted the need to review volunteer capacity for future years.

Second-Hand Uniform

The second-hand uniform initiative continued to grow significantly. Additional volunteer

support was recruited, and a dedicated uniform shed was purchased and installed, enabling regular monthly openings. The trustees are exploring further improvements, including termly events and digital ordering options.

Additional income was generated through donations, the 100 Club, ASDA cash pot funding, and card donations following the school production. Increasing awareness of the 100 Club remains a priority for the coming year.

4. Financial Review

The charity generated just under £26,970 in gross income during the year and spent over £32,460 on charitable activities supporting the school. The trustees consider this level of expenditure appropriate in light of reserves held at over £27,000 as at 01/08/2024, and the direct benefit delivered to pupils.

5. Plans for Future Periods

In the coming year, the trustees plan to:

- Continue delivering successful core events
 - Build volunteer capacity and succession planning
 - Develop the second-hand uniform operation further
 - Increase regular income streams such as the 100 Club
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6. Acknowledgements

The trustees would like to thank all PTA members, volunteers, parents, carers, grandparents, and members of the wider school community who supported events and fundraising activities throughout the year.

7. Trustees' Responsibilities Statement (Receipts and Payments Accounts)

The trustees are responsible for preparing the trustees' annual report and the financial statements for each financial year in accordance with applicable law.

The trustees have elected to prepare the financial statements on the receipts and payments basis, as permitted by the Charities Act 2011 and the Charities SORP, applicable to charities with income below the accruals threshold.

In preparing these financial statements, the trustees are responsible for:

- ensuring that proper accounting records are kept which record all receipts and payments of the charity;
- safeguarding the assets of the charity and taking reasonable steps to ensure the prevention and detection of fraud and other irregularities; and
- ensuring that the financial statements provide a true and fair summary of the charity's cash transactions for the year.

The trustees confirm that the charity has complied with its duty to have due regard to public benefit guidance published by the Charity Commission in carrying out its charitable purposes.

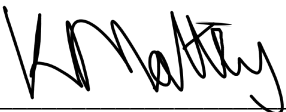
8. Approval and Trustee Sign-off

The trustees approve this Trustees' Annual Report, including the financial statements, for the year ended **31 July 2025**

Signed on behalf of the trustees:

Name: Kirstie Matthey

Role: Chair of Trustees

Signature: 

Date: 5th Jan 2026

23285

ST. PETER'S PTA (WINCHESTER)
(Registered Charity Number 1071935)

FINANCIAL STATEMENTS
FOR THE YEAR ENDING
31 JULY 2025

ST. PETER'S PTA (WINCHESTER)

RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR ENDED 31 JULY 2025

RECEIPTS

		£
Interest on cash deposits		137.26
Gross takings from fundraising events	<i>Note 1</i>	24,007.36
One Hundred Club		1,810.00
Other Income	<i>Note 2</i>	1,015.34
Total receipts		26,969.96

PAYMENTS

		£
Grants to the school	<i>Note 3</i>	19,859.02
Fundraising costs	<i>Note 1</i>	9,134.34
Administration costs	<i>Note 4</i>	2,657.35
One Hundred Club		810.00
Total payments		32,460.71
Net Receipts / (Payments)		(5,490.75)

ST. PETER'S PTA (WINCHESTER)

STATEMENT OF ASSETS & LIABILITIES AS AT 31 JULY 2024 & 31 JULY 2025

		31/07/2025	01/08/2024
		£	£
Cash in current account		13,260.11	10,698.12
Cash in reserve account		8,547.71	16,600.45
Creditors	<i>Note 5</i>	(728.43)	(145.00)
Debtors	<i>Note 6</i>	270.00	300.00
Total assets		21,349.39	27,453.57

ST. PETER'S PTA (WINCHESTER)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2025

	Gross Takings	(Costs)	Profit / (Loss)
	£	£	£
<u>1. Breakdown of Fundraising Events</u>			
Bonfire Night 2024	11,743.24	(6,264.87)	5,478.37
Summer fete 2025	7,201.92	(2,172.46)	5,029.46
2nd hand uniform	2,386.72	(100.00)	2,286.72
Wine Tasting	840.10	(379.63)	460.47
Sports Day Pop Up Shop	529.48	(24.45)	505.03
Rainbow Raffle	334.90	-	334.90
Summer Fete 2024	300.00	-	300.00
Tuck Shop	257.24	-	257.24
Film Night	413.76	(192.93)	220.83
Total	24,007.36	(9,134.34)	14,873.02

2. Breakdown of Other Income

School Production Costs	507.43
Xmas Decs & Create own Presents	398.70
Asda cash pot	106.82
PTA Donations / Expenses	2.39
Total	1,015.34

3. Breakdown of Grants to the School

School Shade	(14,573.00)
School Production Costs	(2,000.00)
Books for library	(1,338.42)
School Expenses	(1,245.59)
Y6 leavers (crosses)	(377.06)
Prayer Books 2025 Starters	(324.95)
Total	(19,859.02)

ST. PETER'S PTA (WINCHESTER)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2025

£

4. Breakdown of Administration Costs

PTA Uniform Shed / Shelves	(1,445.45)
PTA Donations / Expenses	(486.79)
New Tombola Drum	(326.80)
Insurance	(162.00)
Xmas Decs & Create own Presents	(147.91)
Ice lollies Sports Day 2025	(88.40)
Total	(2,657.35)

5. Breakdown of Creditors

Production Donations	507.43
100 Club	95.00
Yr 6 Icecream Van	120.00
Summer Fete Bounce Band Refund	6.00
Total	728.43

6. Breakdown of Debtors

Santas Sleigh 2023	270.00
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Section A

Independent Examiner's Report

Report to the trustees

Charity Name

ST PETER'S PTA (WINCHESTER)

On accounts for the year
ended

31 JULY 2025

Charity no
(if any)

1071935

Set out on pages

(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 DD / MM / YYYY.

Responsibilities and
basis of report

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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:

Catherine O'Brien

Date:

7/12/25

Name:

CATHERINE O'BRIEN

Relevant professional
qualification(s) or body

ACA - ICAEW

3002809

(if any):

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Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

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