



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month September	Year 2022		Day 31	Month August	Year 2023

Section A

Reference and administration details

Charity name Four Oaks Primary School Parent Teacher and Friends Association

Other names charity is known by

Registered charity number (if any) 1075253

Charity's principal address Edge Hill Road

Sutton Coldfield

Birmingham

Postcode

B74 4PA

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	Mark Watkins	Vice Chair	To 10 October 2022	
2	Wendy Todd	Chair		
3	Robert McQuillan	Treasurer		
4	Jonathan Hickman	Vice Chair	From 10 October 2022	
5	Holly Occhipinti	Secretary		
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

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

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)

Constitution adopted 22 April 1998, as amended on 17 July 2023

How the charity is constituted
(eg. trust, association, company)

An association consisting of the parents, guardians or carers of any pupil currently attending the school, teaching and non-teaching staff currently employed by the school, and any person over the age of 18 wishing to offer appropriate support or help to the school and who is accepted by the committee as a member

Trustee selection methods
(eg. appointed by, elected by)

The charity's trustees are elected or re-elected annually at the Annual General Meeting held in October each year

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

The object of the association is to advance the education of pupils in the school in particular 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)

During the year, the main activities of the PTFA were:

- Christmas Fayre
- Summer Festival
- Pop-up Circus
- Comedy Night
- Smarties Challenge
- School discos & pizza nights

The PTFA plan the above events as either family, school pupils, or parent orientated events.

The profits raised from these events are donated to the school to help fund various facilities or items for educational purposes as agreed with the School's Head Teacher and Governing Body.

In planning the activities for the year, the trustees of the charity have had regard to the guidance issued by the Charity Commission on public benefit and other key aspects of charity law, including their roles and responsibilities as trustees of the charity.

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 PTFA continues to be strong and well supported with a very enthusiastic and dedicated committee and membership.

Infant & Junior discos returned to school with the lifting of COVID-19 social distancing restrictions, and again proved very popular with the pupils. Three discos generated a total profit of £1,844.

Our annual Smartie Challenge was again well supported, generating a profit of £1,346.

The Christmas Fayre returned indoors, after being held outdoors in the previous year, due to COVID-19 social distancing requirements. The event was a resounding success, resulting in a profit of £3,226.

The PTFA hosted a Pop-up Circus for the first time. The children were all able to practice their circus skills before accompanying their families the next day to enjoy the circus performance. The event was hugely popular, selling out three shows and generating a profit of £3,350.

The Summer Festival was hugely popular as ever, raising £4,584 profit.

The ever-popular Comedy night in February 2023 was another enjoyable evening, generating a profit of £981.

The PTFA continued to generate funds from Amazon Smile, Easy Fundraising, Rags to Riches and various other recycling sources at no cost to our supporters. In total these generated £1,591.

The PTFA also operated a "200 Club" to generate additional funds. During the year 40.6% of proceeds from the 200 Club were returned to the purpose of the PTFA.

Our online "PTA Events" platform, enabling parents to buy event tickets, merchandise, second hand uniform and 200 club tickets, has proved to be a valuable tool to increase attendance at PTFA events.

The school fund continues to provide a monthly income which is helping to make a difference and goes toward providing the school with the necessary funding for school teaching projects and themes.

In total the PTFA donated £18,838 to the school during the year. This included a contribution to the school to subsidise a whole school trip to a local theatre's Christmas pantomime, funding the Year 6 CGP revision books, Year 6 leaver merchandise and BBQ, musical instruments, drama group productions for years 4, 5 & 6, a visiting author and various religious and SEN support materials.

Section E**Financial review****Brief statement of the charity's policy on reserves**

The PTFA holds cash reserves of £23,162 as at 31 August 2023, all of which are unrestricted funds. The association holds sufficient funds in a non-interest-bearing bank current account to meet liabilities as they become payable. Surplus funds are deposited in interest bearing bank accounts.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

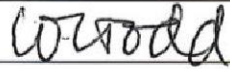
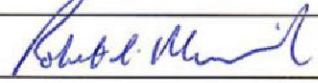
You **may choose** to include additional information, where relevant about:

- 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)		
Full name(s)	Wendy Todd	Robert McQuillan
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	16 October 2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name: FOUR OAKS PRIMARY SCHOOL PARENT
TEACHER & FRIENDS ASSOCIATION

No (if any)
1075253

CC16a

Receipts and payments accounts

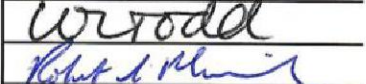

For the period from	Period start date	To	Period end date
	01-Sep-22		31-Aug-23

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 £	Last year to the nearest £
A1 Receipts					
Summer Festival	7,627	-	-	7,627	7,592
Christmas Events	5,125	-	-	5,125	3,881
School Circus	11,277	-	-	11,277	-
School Show		-	-	-	3,620
Spring Ball		-	-	-	8,329
Comedy Night	2,478	-	-	2,478	2,811
Smarties Challenge	1,536	-	-	1,536	1,503
School Discos & Pizza Nights	3,821	-	-	3,821	2,243
Readathon		-	-	-	1,629
Voluntary Donations	4,589	-	-	4,589	6,035
200 Club	1,227	-	-	1,227	1,226
Other Income	2,320	-	-	2,320	2,094
Bank Interest	112	-	-	112	38
Gift Aid Received	847	-	-	847	1,356
Sub total (Gross income for AR)	40,959	-	-	40,959	42,358
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	40,959	-	-	40,959	42,358
A3 Payments					
Fundraising Event Expenses	14,538	-	-	14,538	8,572
PTA Ball Costs	500	-	-	500	4,410
Grants to School	18,838	-	-	18,838	31,976
Entertainer Fees	1,140	-	-	1,140	700
200 Club Prizes	660	-	-	660	680
Licences	104	-	-	104	125
Insurance	140	-	-	140	128
Miscellaneous	2,654	-	-	2,654	1,105
Sub total	38,574	-	-	38,574	47,696
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	38,574	-	-	38,574	47,696
Net of receipts/(payments)	2,386	-	-	2,386	(5,338)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,776	-	-	20,776	26,114
Cash funds this year end	23,162	-	-	23,162	20,776

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank & in hand	23,162	-	-
			-	-
			-	-
	Total cash funds	23,162	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	 	Wendy Todd Robert McQuillan	16 October 2023 16 October 2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Four Oaks Primary School Parent Teacher & Friends Association

On accounts for the year
ended

31st August 2023

Charity no
(if any)

1075253

Set out on pages

Six & Seven

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2023.

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

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.

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.

Signed:

Date:

16th October 2023

Name:

Hannah Harrison

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

BA Accounting & Law

Address:

211 Blackberry Lane

Four Oaks, Sutton Coldfield

B74 4JR

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.

Not Applicable