

Upminster Schools Parents and Friends Association

Trustee Report as at 31st August 2023

Charity Registration Number : 1075377

Address: C/O Upminster School, St Mary's Lane, Upminster, Essex RM14 3BS

Trustees:

Carly Perfect (Treasurer)

Gemma Woodhurst (Vice-Chair)

The charity is run by parent volunteers who meet regularly to plan events and co-ordinate activities. They in turn rely heavily on fellow parents volunteering their involvement to run various fundraising activities throughout the school year. Committee positions are recruited and voted in at the AGM.

The primary focus of the charity is to raise funds for Upminster Infant and Junior Schools and the committee chairperson meets with the school Head Teachers regularly to ascertain the funding needs of the school. The PFA committee then decide if the requirements are a suitable use of the funds raised. The Schools reliance on funding from the PFA has increased in recent years as a result of the reduction in funding the schools receive from the Local Authority.

The PFA run various events through the school year, such as a Firework Display, a Summer Fete, a Christmas Bazaar, Halloween disco's, quiz nights and Secret Shopper events. Funds raised from main events are split between the Infant and Junior schools.

The funds raised benefit the school and its pupils.

The objective for the 2023/24 academic year is to continue to fundraise and run events for the pupils to enjoy.

[illegible]

[illegible]

Item	Unit	Quantity	Unit Price	Total Price	Remarks
1.000	kg	1.000	1.000	1.000	1.000
2.000	kg	2.000	2.000	2.000	2.000
3.000	kg	3.000	3.000	3.000	3.000
4.000	kg	4.000	4.000	4.000	4.000
5.000	kg	5.000	5.000	5.000	5.000
6.000	kg	6.000	6.000	6.000	6.000
7.000	kg	7.000	7.000	7.000	7.000
8.000	kg	8.000	8.000	8.000	8.000
9.000	kg	9.000	9.000	9.000	9.000
10.000	kg	10.000	10.000	10.000	10.000
11.000	kg	11.000	11.000	11.000	11.000
12.000	kg	12.000	12.000	12.000	12.000
13.000	kg	13.000	13.000	13.000	13.000
14.000	kg	14.000	14.000	14.000	14.000
15.000	kg	15.000	15.000	15.000	15.000
16.000	kg	16.000	16.000	16.000	16.000
17.000	kg	17.000	17.000	17.000	17.000
18.000	kg	18.000	18.000	18.000	18.000
19.000	kg	19.000	19.000	19.000	19.000
20.000	kg	20.000	20.000	20.000	20.000
21.000	kg	21.000	21.000	21.000	21.000
22.000	kg	22.000	22.000	22.000	22.000
23.000	kg	23.000	23.000	23.000	23.000
24.000	kg	24.000	24.000	24.000	24.000
25.000	kg	25.000	25.000	25.000	25.000
26.000	kg	26.000	26.000	26.000	26.000
27.000	kg	27.000	27.000	27.000	27.000
28.000	kg	28.000	28.000	28.000	28.000
29.000	kg	29.000	29.000	29.000	29.000
30.000	kg	30.000	30.000	30.000	30.000
31.000	kg	31.000	31.000	31.000	31.000
32.000	kg	32.000	32.000	32.000	32.000
33.000	kg	33.000	33.000	33.000	33.000
34.000	kg	34.000	34.000	34.000	34.000
35.000	kg	35.000	35.000	35.000	35.000
36.000	kg	36.000	36.000	36.000	36.000
37.000	kg	37.000	37.000	37.000	37.000
38.000	kg	38.000	38.000	38.000	38.000
39.000	kg	39.000	39.000	39.000	39.000
40.000	kg	40.000	40.000	40.000	40.000
41.000	kg	41.000	41.000	41.000	41.000
42.000	kg	42.000	42.000	42.000	42.000
43.000	kg	43.000	43.000	43.000	43.000
44.000	kg	44.000	44.000	44.000	44.000
45.000	kg	45.000	45.000	45.000	45.000
46.000	kg	46.000	46.000	46.000	46.000
47.000	kg	47.000	47.000	47.000	47.000
48.000	kg	48.000	48.000	48.000	48.000
49.000	kg	49.000	49.000	49.000	49.000
50.000	kg	50.000	50.000	50.000	50.000
51.000	kg	51.000	51.000	51.000	51.000
52.000	kg	52.000	52.000	52.000	52.000
53.000	kg	53.000	53.000	53.000	53.000
54.000	kg	54.000	54.000	54.000	54.000
55.000	kg	55.000	55.000	55.000	55.000

Balances as at 31/08/23

	Income	Expenditure	Balance
Stripe	0.00	0.00	(0.00)
Tuck Shop	1,199.71	39.99	1,159.72
Adventure Island Bands	2,834.50	3,279.00	(444.50)
Happy Circus Sep23	0.00	0.00	0.00
Junior Disco	0.00	0.00	0.00
Halloween Discos	1,356.00	230.95	1,125.05
Halloween Comps & Pumpkin Carving	0.00	0.00	0.00
Firework Display	25,025.17	4,840.69	20,184.48
Film Night	0.00	0.00	0.00
Games of Foam	0.00	0.00	0.00
Xmas Wreath Making	0.00	0.00	0.00
School Uniform Shop	0.00	87.32	(87.32)
Christmas Lights Turn On	0.00	0.00	0.00
Opal	0.00	1,144.94	(1,144.94)
Panto	0.00	1,412.75	(1,412.75)
Christmas Selection Box Roll	0.00	60.97	(60.97)
Christmas Bazaar	0.00	(2,000.00)	2,000.00
Secret Shopper	4,116.00	2,146.72	1,969.28
Christmas Party	0.00	1,371.15	(1,371.15)
Christmas Cards	455.15	37.98	417.17
4B Party	0.00	702.20	(702.20)
Pancake Flip Comp	1,349.72	1.77	1,347.95
Easter Bonnet	176.80	28.90	147.90
Easter Egg Roll	408.88	157.50	251.38
Someone Special (Mothers Day)	3,504.50	2,212.73	1,291.77
Quiz Night	2,076.12	676.42	1,399.70
Someone Special (Fathers Day)	0.00	0.00	0.00
Summer Fayre	8,160.46	1,916.25	6,244.21
Essex Outdoor Cinema	0.00	0.00	0.00
Yr6 Prom	0.00	0.00	0.00
Yr6 Leavers Hoodies	0.00	1,958.00	(1,958.00)
Yr2 Leavers Disco	0.00	462.97	(462.97)
Sundry	0.00	0.00	0.00
Gardening Club	0.00	0.00	0.00
Coffee Mornings	0.00	9.36	(9.36)
Tea Towels	0.00	0.00	0.00
Water Bottles	0.00	141.00	(141.00)
Yr6 Leavers Afternoon	0.00	377.00	(377.00)
Christmas Platters	674.80	0.00	674.80
Donation	0.00	0.00	0.00
Stickins	28.58	0.00	28.58
Loose Change	0.00	0.00	0.00
Bids	0.00	0.00	0.00
PTA UK (PARENTKIND)	0.00	280.00	(280.00)
School Purchases	0.00	2,985.80	(2,985.80)
PA Equipment	2.00	2,628.72	(2,626.72)
Christmas Secret Shopper	0.00	0.00	0.00
Christmas Raffle	0.00	0.00	0.00
Bank Charges	0.00	0.00	0.00
London Marathon	6,579.59	0.00	6,579.59
Amazon Smile	80.30	0.00	80.30
Bubbles at the Bell	0.00	0.00	0.00
Inflatables Week	3,664.00	6,844.87	(3,180.87)
Yr6 Yearbooks	1,640.00	1,784.57	(144.57)
Easter Quiz	0.00	0.00	0.00
Clothing Collection	0.00	0.00	0.00
Year 6 Water Bottles	0.00	0.00	0.00
Ukraine Appeal	0.00	0.00	0.00
Platinum Jubilee	0.00	0.00	0.00
Spare	0.00	0.00	0.00
Spare	0.00	0.00	0.00
	63,332.28	35,820.53	27,511.75

	Brought Forward	Receipts	Withdrawals	Balance
Petty Cash	£0.00	431.77	431.77	0.00
Bank	38,426.84	62,900.51	35,388.76	65,938.59
	£38,426.84	63,332.28	35,820.53	65,938.59

RECONCILIATION @ 31/08/23

Balance as per Bank Statement @ 31/08/23		41,934.94
Balance as per Bank Statement - School Fund Acc @		101.18
Balance as per Bank Statement @ 31/08/23		23,565.42
Balance as per SumUp Bank Statement		337.05
Less uncleared items		
		0.00
		65,938.59
Add: Income rec not yet on Statement		
		0.00
Reconciled Balance		65,938.59
Income total per spread sheet a/c	63,332.28	
Expenditure total per spread sheet a/c	35,820.53	
Sub Total	27,511.75	
Balance b/f @ 1st Sep 2022	38,426.84	
Petty Cash Balance	0.00	
Reconciled Balance per spreadsheet		65,938.59
Balance per		

Upminster Schools Parents & Friends Association

Balance Sheet at 31st August 2023

	<div>2023</div> <div>£</div>
CAPITAL	
GENERAL FUND	
Balance at beginning of Year	38,427
Plus : Excess of income over expenditure	27,512
Balance at end of year	<u>65,939</u>
 REPRESENTED BY:	
Cash at Bank	65,939
Petty Cash	0
Debtors	0
Creditors	0
 Total	<u>65,939</u>

Upminster Schools Parents & Friends Association

INCOME & EXPENDITURE ACCOUNT - YEAR TO 31st AUGUST 2023

	2023
	£
INCOME	
Stripe	0
Tuck Shop	1,200
Adventure Island Bands	2,835
Happy Circus Sep23	0
Junior Disco	0
Halloween Discos	1,356
Halloween Comps & Pumpkin Carving	0
Firework Display	25,025
Film Night	0
Games of Foam	0
Xmas Wreath Making	0
School Uniform Shop	0
Christmas Lights Turn On	0
Opal	0
Panto	0
Christmas Selection Box Roll	0
Christmas Bazaar	0
Secret Shopper	4,116
Christmas Party	0
Christmas Cards	455
4B Party	0
Pancake Flip Comp	1,350
Easter Bonnet	177
Easter Egg Roll	409
Someone Special (Mothers Day)	3,505
Quiz Night	2,076
Someone Special (Fathers Day)	0
Summer Fayre	8,160
Essex Outdoor Cinema	0
Yr6 Prom	0
Yr6 Leavers Hoodies	0
Yr2 Leavers Disco	0
Sundry	0
Gardening Club	0
Coffee Mornings	0
Tea Towels	0
Water Bottles	0
Yr6 Leavers Afternoon	0
Christmas Platters	675
Donation	0
Stickins	29
Loose Change	0
Bids	0
PTA UK (PARENTKIND)	0
School Purchases	0
PA Equipment	2
Payments to / from PA & PTA	0
Christmas Secret Shopper	0
Christmas Raffle	0
Bank Charges	0
London Marathon	6,580
Amazon Smile	80
Bubbles at the Bell	0
Inflatables Week	3,664
Yr6 Yearbooks	1,640
Easter Quiz	0
Clothing Collection	0
Year 6 Water Bottles	0
Ukraine Appeal	0
Platinum Jubilee	0
Spare	0
Spare	0
	63,332

EXPENDITURE

Stripe	0
Tuck Shop	40
Adventure Island Bands	3,279
Happy Circus Sep23	0
Junior Disco	0
Halloween Discos	231
Halloween Comps & Pumpkin Carving	0
Firework Display	4,841
Film Night	0
Games of Foam	0
Xmas Wreath Making	0
School Uniform Shop	87
Christmas Lights Turn On	0
Opal	1,145
Panto	1,413
Christmas Selection Box Roll	61
Christmas Bazaar	(2,000)
Secret Shopper	2,147
Christmas Party	1,371
Christmas Cards	38
4B Party	702
Pancake Flip Comp	2
Easter Bonnet	29
Easter Egg Roll	158
Someone Special (Mothers Day)	2,213
Quiz Night	676
Someone Special (Fathers Day)	0
Summer Fayre	1,916
Essex Outdoor Cinema	0
Yr6 Prom	0
Yr6 Leavers Hoodies	1,958
Yr2 Leavers Disco	463
Sundry	0
Gardening Club	0
Coffee Mornings	9
Tea Towels	0
Water Bottles	141
Yr6 Leavers Afternoon	377
Christmas Platters	0
Donation	0
Stickins	0
Loose Change	0
Bids	0
PTA UK (PARENTKIND)	280
School Purchases	2,986
PA Equipment	2,629
Payments to / from PA & PTA	0
Christmas Secret Shopper	0
Christmas Raffle	0
Bank Charges	0
London Marathon	0
Amazon Smile	0
Bubbles at the Bell	0
Inflatables Week	6,845
Yr6 Yearbooks	1,785
Easter Quiz	0
Clothing Collection	0
Year 6 Water Bottles	0
Ukraine Appeal	0
Platinum Jubilee	0
Spare	0
Spare	0
	<u>35,821</u>

EXCESS OF INCOME OVER EXPENDITURE FOR YEAR27,512

Upminster Schools Parents & Friends Association

Balance Sheet at 31st August 2023

	2023 £	2022 £
CAPITAL		
GENERAL FUND		
Balance at beginning of Year	38,427	30,632
Plus : Excess of income over expenditure	27,512	7,795
Balance at end of year	<u>65,939</u>	<u>38,427</u>

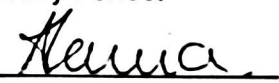
REPRESENTED BY:

Cash at Bank	65,939	38,427
Petty Cash	0	0
Debtors	0	0
Creditors	0	0
Total	<u>65,939</u>	<u>38,427</u>

Treasurer


Carly Perfect

Independent Examiner


Alex Zawia