

Friends of SMSP Trustees Annual Report

Who we are?

The Friends is the name we give to the Parent Teachers' Association (PTA) at SMSP. If you are a parent of a child at SMSP or a member of staff at the school, you're automatically a member of the Friends.

What do we do?

The main aim of the Friends is to raise funds to purchase equipment and provide resources and facilities for the children that are not normally paid for by the Local Authority. But it is just as important that we have fun doing this and that parents get to meet other parents. In "normal" years we organise two big events each year – the Summer Fair and Christmas Fair – and a host of other events including some very popular social events, such as Comedy and Quiz nights and the School of Rock. We really welcome input directly from parents who may not have been involved with the Friends before or are new parents to SMSP.

When do we meet?

The Friends meet twice a term to discuss events, fund raising and spending. We have a committee to oversee the organisation and our meetings are attended by Ms. Swain or Mrs. Bateman. However, we are a very open organisation and rely on contributions from all our parents. You have an open invitation to come to the meetings, get involved and volunteer for as many of the fund raising events as you would like. The dates for the Friends' meetings are on the school calendar on the website.

What can I do to help?

We need people to get involved. You don't need any special skills. Can you make coffee? Can you pour wine? Keep spirits from flagging when it's nearly midnight and the kitchen needs to be tidied after an event? There's a huge variety of ways you can be part of the Friends – as a committee member, on an ad hoc basis at different events or as a class rep. In particular, we rely on and appreciate the support of our class reps.

Who decides where the money is spent?

You do! The focus for the year's fund-raising is discussed at the first Friends' meeting in September. Ms. Swain or Mrs Bateman will make a number of suggestions which we will consider at the meeting. These may be revised in the course of the year. So do come along to the meetings to be part of the process of deciding where the money should go.

How much do we raise?

We raised £23,113 in FY21 through fundraising and events. This was an amazing achievement considering COVID cancelled some of our events and is down to the hard work and dedication of all the parents, staff, governors, children and friends of the school.

The table below sets out what we raised in FY21:

	£
SMSP Get Active	2,264
Christmas Trees	1,158
Christmas Fair	4,904
Virtual Discos	1,043
Virtual Wine Tasting	604
Easter Trail	1,209
Summer Fair	4,462
Lottery	4,156
Christmas Cards	2,011
Other Income	1,303
	23,113

What your money raises:

We usually have one "signature" project and we then fund a range of smaller items required by the school throughout the year. The table below sets out how the money was spent in FY21:

	£
Curriculum Resources	(7,493)
IT Equipment	-24,604
Pantomime	(250)
Pre-School	(500)
Arts Week & Equipment	(225)
Yr6 Leavers Party	(1,303)
	(34,375)

Treasurer's Report - 31 August 2021

Income	12m to 31/08/21	12m to 31/08/20	Expenditure	31/08/21	12m to 31/08/20
	*Actual	*Actual		*Actual	*Actual
Events	£	£	Donations	£	£
Comedy Night		4,580	Curriculum Resources*	-7,493	-9,965
SMSP Gets Active	2,264		Library Books & Guided Reading Books		-219
Christmas Trees	1,158	1,120	Pantomime	-250	-600
Christmas Fair	4,904	11,759	Christmas Lunch		
Virtual Discos	1,043		Pre-School	-500	-250
School of Rock		4,903	Curriculum Week & Equipment	-225	-1,988
Virtual Wine Tasting	604		SATS Disco		
Race Night		858	Yr6 Leavers Party	-1,303	-187
Easter Train	1,209	0	Reception Parents Evening		
Bingo			IT Equipment**	-24,604	
Summer Fair	4,462	1,017		-34,375	-13,209
	15,643	24,237			
Other Income			Other Expenses		
Partnership Schemes	86	115	Miscellaneous		-505
Uniform Sales	1,154	-378			
Christmas Cards	2,011	1,318			
Lottery	4,156				
Misc	12				
	7,420	1,054			-505
Prior year adjustments	50	-78			
Total Income for FY20/21	23,113	25,213	Total Expenditure for FY20/21	-34,375	-13,714
			Net movement for FY20/21	-11,262	11,500

* Adjusted to include uncashed cheques/ exclude payments & receipts for forecast events

Cash Reconciliation	FY20
	£
Opening Cash at 01/09/20	56,157
Events	15,643
Other Income	7,420
Donations	-34,375
Other Expenses	
Prior year adjustments	50
Cash at 31/8/21	44,894
Actual cash movement FY20/21	-11,262

*Curriculum Resources	
Dragon Books (KS1 & Reception)	1,076
Bug Club Subscription	1,099
Abacus Subscription	1,467
Art Order	1,167
KAPOW subscription	570
Scholastic Year 5 Books	645
Webcams	375
Peters - Book 'Here we are', one for e	195
Year 3 Chess Sets	283
Year 5/6 Lunchtime Games	216
Ebooks Big Cat Library Subscription	400
Total	7,493

IT Equipment**	
Chrome Books & Chargers	11,485
6 x iPad Minis	1,918
22 Classroom PCs	6,820
WiFi Booster Kits	3,484
Headphones for Teachers	896
	24,604

Proposed Donations	Donation
	Agreed
	£
Proposed for FY21/22 - Annual:	
Library Books	2,000
Curriculum Resources	5,000
Arts Week Including Author Visit	3,000
Christmas Celebrations	400
Pre-School	500
SATS Disco	500
Y6 Leavers Party	1,400
Reception Parents Evening	100
Proposed for FY21/22 - One-off	
IT Equipment- Placeholder	5,000
Classroom Book Corners	1,050
Additional Library Books	8,000
Gmnt Phonics Initiative	20,000
Total Proposed for FY21/22	46,950

Bank Reconciliation FY21

Memo - For Charities Commission Submission:		
Income 01/09/2019 - 31/08/2020		40,508.77
Expenditure 01/09/2019 - 31/08/2020		-51,771.15
Net cash flow 01/09/2019 - 31/08/2020		-11,262.38



Re: Friends Accounts FY 21



Simone Harvey <emailsimoneharvey@gmail.com>

Mon 28/03/2022 09:00

To: You



Helen

Just to confirm I have audited the attached spreadsheet and checked it against the bank statements and supporting documents. There appears to be no material differences between the accounts and the underlying documentation, and therefore the prepared accounts appear to be a true and fair representation of the financial results of the Friends charity for the year ended 31st August 2021.

I hope this is ok. See you at noon.

Simone