

# MILLFIELDS COMMUNITY SCHOOL PARENTS AND STAFF ASSOCIATION

England & Wales · Charity number 1078030

## Details

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**Other names** Millfields Community School PSA

**Status** Registered

**Legal form** Other

**Registered** 1999-11-02

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Millfields Community School  
Hilsea Street  
London  
E5 0SH

**Phone** 07958364665

**Email** [psamillfields@gmail.com](mailto:psamillfields@gmail.com)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF PUPILS IN THE SCHOOL.

**Activities:** Our PSA works with our school, parents, pupils and the local community to put on a range of events and activities, such as discos and fairs. These help to build the school community and fundraise. We use our funds to purchase a range of goods and services that help advance the education of pupils at our school such as playground equipment, books and other learning tools.

## Classification

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- **How:** Makes Grants To Organisations, Provides Other Finance, Provides Human Resources, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Prevention Or Relief Of Poverty, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People

## Geography

- **Area of benefit:** HACKNEY
- Hackney

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£62,826	£90,037	-	-
2024-08-31	£60,817	£63,081	-	-
2023-08-31	£60,304	£58,766	-	-
2022-08-31	£56,924	£34,228	-	-
2021-08-31	£30,947	£11,214	-	-

## Trustees

Name	Role	Appointed
Alessandra Chila		2023-10-13
Kate Dickenson		2024-10-11
Kate Gray		2024-10-13
Sereen Bridge Gough El-Jamal Ford		2024-10-11
Sheena Whitmore		2023-10-13

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# Accounts

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**Millfields Community School PSA**

# **ANNUAL REPORT**

**for the Financial Year 1 September 2024 to 31 August 2025**

**Date of report: 5th October 2025**

**Registered Charity Name:** Millfields Community School Parents and Staff Association  
**Registered Working Name:** Millfields Community School PSA  
**Charity Number:** 1078030

**Principal office:** Millfields School, Hulsea Street, London E5 0SH

**Present committee members/trustees:**

Alessandra Chila: Co-Chair  
Sheena Cameron: Co-Chair  
Bettina Maidment: Co-Treasurer  
Kate Gray: Co-Treasurer  
Kate Dickenson: Co-Treasurer  
Sereen Ford: Secretary

Heather Beattie stood down as Co-Chair part way through the year. Melissa Lau and Saga Wilkinson stood down as Co-Treasurer part way through the year and Alex Watson stood down as Secretary part way through the year.

**Structure, governance and finance**

Millfields Community School PSA is an unincorporated association governed by the NCPTA Model Constitution (2008 version - amended November 2009). The constitution was adopted on 14 October 2011.

The members of the PSA are the parents, guardians or carers of any pupil currently attending the school and teaching and non-teaching staff currently employed by the school.

Committee members/trustees are nominated by any member of the PSA and seconded by another member. Committee members/trustees are elected at the Annual General Meeting (AGM) and hold office until the next AGM. Committee members/trustees have the power to co-opt committee members/trustees at any time. Co-opted committee members/trustees serve until the next AGM.

The minimum number of committee members/trustees is two. All members of the committee are trustees of the charity and have control of the PSA, its property and funds.

There is no reserves policy in place. Reserve funds are not required because the PSA has no paid staff, no buildings to maintain and does not enter into any significant financial commitment unless the funds are already in place to meet it.

The following restricted/designated funds were held during this financial year:

(i) Renew: Spending from this fund is restricted to replacing valuable learning resources across the school and repairing school facilities. The sum of £0 was brought forward from the previous year. £6606 was received in donations to the fund this year. £2943 was spent leaving £3663 to be carried forward to the next year.

(ii) Enrich: Spending from this fund is restricted to assemblies, workshops and the provision of arts and music events at the school. The sum of £0 was brought forward from the previous year. £3484 was received in donations to the fund this year. £3484 was spent leaving a zero balance to be carried forward to the next year.

(iii) Inspire: Spending from this fund is restricted to school activities designed to engage the children in the community, the working world and foster links with schools across the UK and the world. The sum of £0 was brought forward from the previous year. £1290 was received in donations to the fund this year. £1218 was spent leaving £72 to be carried forward to the next year.

In exercising their powers or duties, the trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission.

## **Objectives and Activities**

The objectives of the charity are to advance the education of pupils in the school in particular by:

1. Developing effective relationships between the staff, parents and others associated with the school;
2. Engaging in activities or providing facilities or equipment which support and advance the education of the pupils.

The PSA achieves these objectives by organising and assisting with events and activities at the school throughout the year such as discos, tuck shops, winter and summer fairs and by contributing financially to the cost of equipment and non material activities such as assemblies by external companies.

## **Achievements and Performance**

### **Key Events and Activities**

#### Clapton Jumble Trail 2024

The fundraising year once again was kicked off with the Clapton Jumble Trail, a much loved local event. We are so grateful to the organisers of the event who put in so much time and effort liaising with Hackney Council, creating the online map and marketing the event, not just within the school community but throughout the local area. A big thank you to Mish Mayer, Alice Coulthard, Kate Brown, Georgia Brown and Jenn. Through a combination of advertising boards sponsored by Castles Estate Agents and donations it raised £4689 this year.

#### Disco Nights

Selling out even faster than Glastonbury festival the Millfields discos are an incredibly popular event! Over the course of the year the PSA hold two discos; one for the lower year groups and one for the older year groups. This year they raised a combined total of £1752.

#### Winter & Summer Fairs

Continuing to raise more and more funds each year the Winter Fair 2024 was our biggest fund raiser yet! It now has a permanent outdoor "Christmas market" setting and thankfully the weather was on our side! From Santas grotto, karaoke and a raffle to the bar serving winter cocktails and mulled wine plus a loads of delicious food and cakes served at the Millfields cafe the whole school came together to create a great afternoon for both children and adults. We raised a fantastic £6144 on the day with a further £3500 raised through sponsorship by Estate Agent advertising boards.

This was book ended with another key event in the school year - the Summer Fair. Despite absolutely scorching temperatures once again the school came together to create a perfect day out. This resulted in us finally hitting the 10K milestone - a massive £10331. This was through a combination of estate agent sponsored advertising boards and takings on the day.

Both of these events have greatly benefited from the introduction of card payment machines and the 'Millfields Pound' where parents can buy tokens in increments of 50p to spend at the fairs.

We want to say a big thank you to everyone who donated raffle prizes, toys and food - and more importantly your TIME!

#### Estate Agent Board Sponsorship

Estate agent boards raise a huge amount of funds for the school. Traditionally just used to advertise the Winter and Summer fairs we have now extended sponsorship to cover the Easter period and the Jumble Trail - funds received this year amounted to a massive £13350. A big thank you to Kate Samedi for negotiating the sponsorship packages as well as liaising between parents and agents to get the boards up.

#### The Friday Tuck Shop

Every Friday a different class holds an after school tuck shop. Over the course of a school year these manage to raise a massive £2970! Thank you to all the parents and carers who take the time to bake and man the stall each week.

### Uniform Shop & Party Kit

Pre-loved uniform is a brilliant way to ensure that good quality clothing is kept in circulation and not thrown away. Not only is this environmentally sustainable but it can also save parents a huge amount of money. To try and increase the amount of uniform that is acquired in this way the PSA increased the number of uniform sales throughout the school year and not just at Winter & Summer Fairs. Instead of charging a nominal amount on each item, uniform is free to take with the option to give a pay what you feel donation.

Another new PSA fundraiser that also has a sustainability element to it is the Millfields Party Kit, this is part of a UK network of party kits whereby anyone throwing a children's party can rent an entire set of plates, cups, cutlery and so on for free with a small deposit. This saves parents money in buying throw away disposables and reduces waste. Making it free makes it accessible to all but parents also have the option to donate the deposit money too.

## **Equipment and Facilities Provided**

### Main Playground

Over the course of the year the PSA alongside the teaching staff and children have been working together to re-imagine the playground space. This is a huge undertaking and it was decided to break the project into phases to ensure each phase is fully funded and to fit in the actual building work at suitable times. Over the summer holidays of 2024 phase one was completed - an overhaul of the bike and bin storage to accommodate for the much larger number of kids that cycle and scoot to school plus the creation of a new giant sand pit and climbing frame. This was followed up by the the creation corner. The final part of the fee was paid for in this financial year and came to £64,981.

### Assemblies and Workshops

The PSA were able to contribute to a number of assemblies and workshops to enhance the children's learning on topics such as Black History Month, STEAM week and an assembly with Karl Nova to celebrate Book Week at a cost of £7825.

We were also pleased to be able to cover the costs of DT resources throughout the year at a cost of £2942.

We also contributed £292 to the leavers yearbooks to remind them of their time at Millfields School.

## Financial Review

Fundraising events, activities and general donations brought in gross receipts of £62826. The PSA also had accumulated funds of £75789 brought forward from the previous year.

The PSA spent a total of £90037. The spend consisted of the costs of the events, activities, equipment and facilities as required by the school. The remainder was spent on running costs.

The total accumulated fund at the end of the financial year was £48578 with restricted funds making up £3735 of that balance. Please see the attached summary accounts for further details.

The PSA will make further spending plans in consultation with the school during the new school year.

The committee members would like to thank all the parents, carers, staff members and local businesses who gave their time and/or made donations to help us with our events and fundraising during the year.

Signed:

Alessandra Chila

Co-Chair

Date: 13/10/25

and

Bettina Maidment

Co-Treasurer

Date: 13/10/25

Millfields PSA Summary Accounts 2024-25

Source/Spend	Receipts	Payments	Surplus/deficit	Accumulated fund
Accumulated fund b/fwd				75788.81
Renew - restricted	6605.71	-2942.79	3662.92	
Enrich - restricted	3483.97	-3483.97	0.00	
Inspire - restricted	1289.77	-1218.00	71.77	
General Fund	7369.45		7369.45	
Agreed school spend		-6482.68	-6482.68	
Disco x2	2204.88	-452.56	1752.32	
Tuck Shop	2969.33	0.00	2969.33	
Playgrounds	5000.00	-69981.00	-64981.00	
Estate Agent boards	13350.00		13350.00	
Jumble trail	2322.85	-633.59	1689.26	
Uniform shop & Party Kit	0.00		0.00	
Winter fair	7864.26	-1720.04	6144.22	
Xmas cards	395.25		395.25	
Book Fair	0.00	-198.00	-198.00	
Quiz Night	466.62	-217.82	248.80	
Summer Fair	8696.22	-1865.04	6831.18	
Bank interest and fees	807.59	-60.00	747.59	
PSA running costs		-781.11	-781.11	
<b>Totals</b>	62825.90	-90036.60	-27210.70	48578.11
Restricted funds held	Brought forward	Received this year	Spent this year	Total in fund
Restricted fund - Renew	0.00	6605.71	-2942.79	3662.92
Restricted fund - Enrich	0.00	3483.97	-3483.97	0.00
Restricted fund - Inspire	0.00	1289.77	-1218.00	71.77
<b>Total restricted funds</b>				3734.69
<b>TOTAL UNRESTRICTED FUNDS</b>				44843.42
Cash Summary				
CAF Gold account	39906.01			
CAF Cash Account	2915.23			
Co-op account	4891.09			
Cash not banked	865.78			
Total funds	48578.11		Discrepancy	0.00
Prepared by:	Bettina Maidment			
Approved by:				
Independent Examiner:				

## **Independent examiner's report to the trustees of Millfields Community School Parents and Staff Association**

I report to the trustees on my examination of the accounts of the Millfields Community School Parents and Staff Association for the Financial Year ended 31 August 2025.

### **Responsibilities and basis of report**

As the charity trustees of the Association, 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 Millfields Community School PSA'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those 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 to enable a proper understanding of the accounts to be reached.



Signed:

Name: Sharleen Kelly  
CPA 9260071  
Bachelor of Commerce, Accounting and Human Resource Management

Address: 5 Ethelbert Gardens  
Margate CT9 1SA

Date: 15th November 2025

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# Accounts

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**Millfields Community School PSA**

# **ANNUAL REPORT**

**for the Financial Year 1 September 2023 to 31 August 2024**

**Date of report: 27th September 2024**

**Registered Charity Name:** Millfields Community School Parents and Staff Association  
**Registered Working Name:** Millfields Community School PSA  
**Charity Number:** 1078030

**Principal office:** Millfields School, Hulsea Street, London E5 0SH

**Present committee members/trustees:**

Heather Beattie: Co-Chair  
Alessandra Chila: Co-Chair  
Sheena Cameron: Co-Chair  
Bettina Maidment: Co-Treasurer  
Melissa Lau: Co-Treasurer  
Saga Wilkinson: Co-Treasurer  
Alex Watson: Secretary

Karen Murray stood down as Co-Chair part way through the year.

**Structure, governance and finance**

Millfields Community School PSA is an unincorporated association governed by the NCPTA Model Constitution (2008 version - amended November 2009). The constitution was adopted on 14 October 2011.

The members of the PSA are the parents, guardians or carers of any pupil currently attending the school and teaching and non-teaching staff currently employed by the school.

Committee members/trustees are nominated by any member of the PSA and seconded by another member. Committee members/trustees are elected at the Annual General Meeting (AGM) and hold office until the next AGM. Committee members/trustees have the power to co-opt committee members/trustees at any time. Co-opted committee members/trustees serve until the next AGM.

The minimum number of committee members/trustees is two. All members of the committee are trustees of the charity and have control of the PSA, its property and funds.

There is no reserves policy in place. Reserve funds are not required because the PSA has no paid staff, no buildings to maintain and does not enter into any significant financial commitment unless the funds are already in place to meet it.

The following restricted/designated funds were held during this financial year:

(i) Renew: Spending from this fund is restricted to replacing valuable learning resources across the school and repairing school facilities. The sum of £113 was brought forward from the previous year. £8622 was received in donations to the fund this year. £8735 was spent leaving a zero balance to be carried forward to the next year.

(ii) Enrich: Spending from this fund is restricted to assemblies, workshops and the provision of arts and music events at the school. The sum of £40 was brought forward from the previous year. £5113 was received in donations to the fund this year. £5153 was spent leaving a zero balance to be carried forward to the next year.

(iii) Inspire: Spending from this fund is restricted to school activities designed to engage the children in the community, the working world and foster links with schools across the UK and the world. The sum of £89 was brought forward from the previous year. £1882 was received in donations to the fund this year. £1970 was spent leaving a zero balance to be carried forward to the next year.

(iv) Food bank: Spending from this fund is restricted to donations made specifically for the purpose of being spent at the schools food bank. In light of the school having their own account for such purposes it has been decided

to wind up this fund as at the end of this financial year. A total of £8010 was received with £8010 spent leaving a zero balance.

In exercising their powers or duties, the trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission.

## **Objectives and Activities**

The objectives of the charity are to advance the education of pupils in the school in particular by:

1. Developing effective relationships between the staff, parents and others associated with the school;
2. Engaging in activities or providing facilities or equipment which support and advance the education of the pupils.

The PSA achieves these objectives by organising and assisting with events and activities at the school throughout the year such as discos, tuck shops, Christmas and summer fairs and by contributing financially to the cost of equipment and non material activities such as assemblies by external companies.

## **Achievements and Performance**

### **Key Events and Activities**

#### Christmas & Summer Fairs

Based on the success of the last couple of years Christmas fairs we kept it to the same format with an outdoor Christmas market feel. This proved to be the right decision and made it our highest grossing Christmas fair - after expenses we raised £6117 on the day with a further £1250 raised through sponsorship by Estate Agent advertising boards.

Another key event in the school year is the Summer Fair. We have built on the success of previous years; getting a clear idea of what works and what doesn't and this resulted in our highest total raised - a massive £9452. This was through a combination of estate agent sponsored advertising boards and takings on the day.

Both of these events have greatly benefited from the introduction of card payment machines and the 'Millfields Pound' where parents can buy tokens in increments of 50p to spend at the fairs.

#### Clapton Jumble Trail 2023

A much loved local event, we were delighted to be able to run the Clapton Jumble Trail in 2023, not only is this a hugely popular community event it also serves as a fundraiser for the school raising a huge amount of money. Through a combination of advertising boards and donations it raised £5265 this year.

#### The Friday Tuck Shop

Every Friday a different class holds an after school tuck shop. Over the course of a school year these manage to raise a massive £3185! Thank you to all the parents and carers who take the time to bake and man the stall each week.

#### Disco's & Movie Nights

Over the course of the year the PSA holds two movie nights and two discos; one for the lower year groups and one for the older year groups. These are ever popular events and raised a combined total of £2571.

### Uniform Shop & Party Kit

Pre-loved uniform is a brilliant way to ensure that good quality clothing is kept in circulation and not thrown away. Not only is this environmentally sustainable but it can also save parents a huge amount of money. To try and increase the amount of uniform that is acquired in this way the PSA increased the number of uniform sales throughout the school year and not just at Christmas & Summer Fairs. Instead of charging a nominal amount on each item, uniform is free to take with the option to give a pay what you feel donation.

Another new PSA fundraiser that also has a sustainability element to it is the Millfields Party Kit, this is part of a UK network of party kits whereby anyone throwing a children's party can rent an entire set of plates, cups, cutlery and so on for free with a small deposit. This saves parents money in buying throw away disposables and reduces waste. Making it free makes it accessible to all but parents also have the option to donate the deposit money which many people choose to do.

## **Equipment and Facilities Provided**

### Main Playground

Over the course of the year the PSA alongside the teaching staff and children have been working together to re-imagine the playground space. This is a huge undertaking and it was decided to break the project into phases to ensure each phase is fully funded and to fit in the actual building work at suitable times. Over the summer holidays we are pleased to say that phase one was completed - an overhaul of the bike and bin storage to accommodate for the much larger number of kids that cycle and scoot to school plus the creation of a new giant sand pit and climbing frame. The PSA has so far paid £24900 with the remainder to be paid in the next financial year.

### Playground Equipment

The PSA were able to contribute £1481 towards replacing well used playground equipment such as balls and basketball hoops.

### Assemblies and Workshops

The PSA were able to contribute to a number of assemblies and workshops to enhance the children's learning on topics such as Black History Month and anti-bullying workshops at a cost of £3689.

We also contributed £532 to items such as leavers hoodies and yearbooks to remind them of their time at Millfields School.

## **Financial Review**

Fundraising events and activities and general donations brought in gross receipts of £60817. The PSA also had accumulated funds of £78053 brought forward from the previous year.

The PSA spent a total of £63081. The spend consisted of the costs of the events, activities, equipment and facilities as required by the school. The remainder was spent on running costs.

The total accumulated fund at the end of the financial year was £75789. Please see the attached summary accounts for further details.

The PSA will make further spending plans in consultation with the school during the new school year.

The committee members would like to thank all the parents, carers, staff members and local businesses who gave their time and/or made donations to help us with our events and fundraising during the year.

Signed:

Heather Beattie

Co-Chair

Date: 15/10/24

and

Bettina Maidment

Co-Treasurer

Date: 15/10/24

Millfields PSA Summary Accounts 2023-24

Source/Spend	Receipts	Payments	Surplus/deficit	Accumulated fund
Accumulated fund b/fwd				78052.81
Renew - restricted	8622.47	8735.41	-112.94	
Enrich - restricted	5113.39	5153.48	-40.09	
Inspire - restricted	1881.80	1970.44	-88.64	
Food bank - restricted	8010.00	8010.00	0.00	
Agreed school spend		6920.31	-6920.31	
Spooky Disco	1226.89	236.08	990.81	
Silent Disco	969.92	607.80	362.12	
Tuck Shop	3251.41	66.12	3185.29	
Playgrounds		24899.00	-24899.00	
Estate Agent boards	6190.00		6190.00	
Jumble trail	3166.86	241.49	2925.37	
Refunds	520.76		520.76	
Uniform shop & Party Kit	14.73		14.73	
Taste of Millfields/Mural	0.00	0.00	0.00	
Xmas fair	6117.18	1175.69	4941.49	
Xmas cards	1785.83	1544.75	241.08	
Movie Night x2	1917.64	699.21	1218.43	
BOOK FAIR	121.27	334.00	-212.73	
Quiz Night	532.96	526.50	6.46	
Summer fair	7953.64	1001.73	6951.91	
General donations	1982.81		1982.81	
Bank interest and fees	1437.12	60.00	1377.12	
PSA running costs		898.67	-898.67	
<b>Totals</b>	<b>60816.68</b>	<b>63080.68</b>	<b>-2264.00</b>	<b>75788.81</b>
<b>Restricted funds held</b>	<b>Brought forward</b>	<b>Received this year</b>	<b>Spent this year</b>	<b>Total in fund</b>
Restricted fund - Renew	112.94	8622.47	8735.41	0.00
Restricted fund - Enrich	40.09	5113.39	5153.48	0.00
Restricted fund - Inspire	88.64	1881.80	1970.44	0.00
Restricted fund - food bank		8010.00	8010.00	0.00
<b>Total restricted funds</b>				<b>0.00</b>
<b>TOTAL UNRESTRICTED FUNDS</b>				<b>75788.81</b>
Cash Summary				
CAF Gold account	32411.58			
CAF Cash Account	4965.35			
Co-op account	37468.50			
Cash not banked (Float money)	943.38			
<b>Total funds</b>	<b>75788.81</b>		Discrepancy	<b>0.00</b>
Prepared by:	Bettina Maidment			
Approved by:	Heather Beattie			
Independent Examiner:				

## **Independent examiner's report to the trustees of Millfields Community School Parents and Staff Association**

I report to the trustees on my examination of the accounts of the Millfields Community School Parents and Staff Association for the Financial Year ended 31 August 2024.

### **Responsibilities and basis of report**

As the charity trustees of the Association, 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 Millfields Community School PSA'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those 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 to enable a proper understanding of the accounts to be reached.



Signed:

Name: Sharleen Kelly  
CPA 9260071  
Bachelor of Commerce, Accounting and Human Resource Management

Address: 5 Ethelbert Gardens  
Margate CT9 1SA

Date: 30th December 2024

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# Accounts

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**Millfields Community School PSA**

# **ANNUAL REPORT**

**for the Financial Year 1 September 2022 to 31 August 2023**

**Date of report: 19th September 2023**

**Registered Charity Name:** Millfields Community School Parents and Staff Association  
**Registered Working Name:** Millfields Community School PSA  
**Charity Number:** 1078030

**Principal office:** Millfields School, Hilsea Street, London E5 0SH

**Present committee members/trustees:**

Heather Beattie: Co-Chair  
Karen Murray: Co-Chair  
Bettina Maidment: Co-Treasurer  
Melissa Lau: Co-Treasurer

Julia Couderc stood down as Secretary part way through the year.

**Structure, governance and finance**

Millfields Community School PSA is an unincorporated association governed by the NCPTA Model Constitution (2008 version - amended November 2009). The constitution was adopted on 14 October 2011.

The members of the PSA are the parents, guardians or carers of any pupil currently attending the school and teaching and non-teaching staff currently employed by the school.

Committee members/trustees are nominated by any member of the PSA and seconded by another member. Committee members/trustees are elected at the Annual General Meeting (AGM) and hold office until the next AGM. Committee members/trustees have the power to co-opt committee members/trustees at any time. Co-opted committee members/trustees serve until the next AGM.

The minimum number of committee members/trustees is 2. All members of the committee are trustees of the charity and have control of the PSA, its property and funds.

There is no reserves policy in place. Reserve funds are not required because the PSA has no paid staff, no buildings to maintain and does not enter into any significant financial commitment unless the funds are already in place to meet it.

The following restricted/designated funds were held during this financial year:

(i) ARP book club: Spending from this fund is restricted to the purchase of books for the ARP book club. The sum of £191 was brought forward from the previous year, £191 was spent this year and it has been decided to dissolve this fund going forward with requests from the ARP to be spent from the general fund..

(ii) Renew: Spending from this fund is restricted to replacing valuable learning resources across the school and repairing school facilities. The sum of £7462 was brought forward from the previous year. £9871 was received in donations to the fund this year. £17221 was spent and £113 has been carried forward to the next year.

(iii) Enrich: Spending from this fund is restricted to assemblies, workshops and the provision of arts and music events at the school. The sum of £2645 was brought forward from the previous year. £5006 was received in donations to the fund this year. £7610 was spent and £40 has been carried forward to next year.

(iv) Inspire: Spending from this fund is restricted to school activities designed to engage the children in the community, the working world and foster links with schools across the UK and the world. The sum of £919 was brought forward from the previous year. £1973 was received in donations to the fund this year. £2804 was spent and £87 has been carried forward to next year.

Over the previous few years we have seen an increase in the number of children and their families having to access the school food bank. In light of this we have made the decision to create a new restricted fund for food bank donations. We will continue to allocate donations to this fund if specified for this purpose.

In exercising their powers or duties, the trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission.

## **Objectives and Activities**

The objectives of the charity are to advance the education of pupils in the school in particular by:

1. Developing effective relationships between the staff, parents and others associated with the school;
2. Engaging in activities or providing facilities or equipment which support and advance the education of the pupils.

The PSA achieves these objectives by organising and assisting with events and activities at the school throughout the year including discos, tuck shops, Christmas cards, Christmas and summer fairs and non-uniform days and by contributing financially to the cost of books, equipment and facilities.

## **Achievements and Performance**

### **Events and Activities**

In the first school year free of Covid-19 restrictions the PSA was able to put on a full year of events such as:

#### Christmas & Summer Fairs

Based on the success of the 2021 Christmas fair we kept it to the same format with an outdoor Christmas market feel. This proved to be the right decision and made it our highest grossing Christmas fair - after expenses we raised £4260 on the day with a further £1500 raised through sponsorship by Estate Agent advertising boards.

Another key event in the school year is the Summer Fair. Despite what turned into an incredibly rainy afternoon we were still able to raise a massive £8429 through estate agent sponsored advertising boards and takings on the day.

Both of these events have greatly benefited from the introduction of card payment machines and the 'Millfields Pound' where parents can buy tokens in increments of 50p to spend at the fairs.

#### Barn Dance & Adults only Quiz Night

Two new events introduced in this school year were a Barn Dance and an adults only Quiz Night. Whilst not raising perhaps as much as we would have liked they were both enjoyable events and raised £1010 combined.

#### Clapton Jumble Trail 2022

Another much loved local event, we were delighted to be able to run the Clapton Jumble Trail in 2022, not only is this a hugely popular community event it also serves as a fundraiser for the school raising a huge amount of money. Through a combination of advertising boards and donations it raised £5993 this year.

#### Uniform Shop & Party Kit

Pre-loved uniform is a brilliant way to ensure that good quality clothing is kept in circulation and not thrown away. Not only is this environmentally sustainable but it can also save parents a huge amount of money. To try and increase the amount of uniform that is acquired in this way the PSA increased the number of uniform sales throughout the school year and not just at Christmas & Summer Fairs. Instead of charging a nominal amount on each item, uniform is free to take with the option to give a pay what you feel donation.

Another new PSA fundraiser that also has a sustainability element to it is the Millfields Party Kit, this is part of a UK network of party kits whereby anyone throwing a children's party can rent an entire set of plates, cups, cutlery and so on for free with a small deposit. This saves parents money in buying throw away disposables and reduces waste. Making it free makes it accessible to all but parents also have the option to donate the deposit money which many people choose to do.

Together these raised a total of £311.

#### Disco's & Movie Nights

Over the course of the year the PSA holds two movie nights and two discos; one for the lower year groups and one for the older year groups. These are ever popular events (with this year seeing tickets selling out in a record 10 minutes!) and raised a combined £2070.

### **Equipment and Facilities Provided**

#### Rooftop Playground

The rooftop playground was an unloved and underused space. The PSA were able to contribute £24,380 to have it completely overhauled to create an inviting space for a number of activities that the whole school can benefit from. There is also a plan to hire the space out to further increase revenue to the school.

#### Chess Club

The PSA were pleased to continue to fund the chess club for year 5 pupils at a cost of £3000.

#### Playground Equipment

The PSA were able to contribute £1255 towards replacing well used playground equipment.

#### Assemblies and Workshops

The PSA were able to contribute to a number of assemblies and workshops to enhance the children's learning on topics such as E safety, knife crime, Shakespeare and science week at a cost of £5025.

Finally in light of the cost of living crisis we were pleased to be able to contribute to the coach travel for the Year 6 Residential at a cost of £2132. We also contributed £1099 to items such as leavers hoodies and yearbooks to remind them of their time at Millfields School.

## **Financial Review**

The fundraising events and activities detailed above brought in gross receipts of £38610. A further £4371 was received in donations bringing the total to £42981. The PSA also had accumulated funds of £76515 brought forward from the previous year.

The PSA spent a total of £58766. The spend consisted of the costs of the events, activities, equipment and facilities detailed above. The remainder was spent on running costs.

The total accumulated fund at the end of the financial year was £78053. Please see the attached summary accounts for further details.

The PSA will make further spending plans in consultation with the school during the new school year.

The committee members would like to thank all the parents, carers, staff members and local businesses who gave their time and/or made donations to help us with our events and fundraising during the year.

Signed:

Heather Beattie

Co-Chair

and

Date:

Bettina Maidment

Co-Treasurer

Date:

Millfields PSA Summary Accounts 2022-23

Source/Spend	Receipts	Payments	Surplus/deficit	Accumulated fund
Accumulated fund b/fwd				76514.86
Renew - restricted	9871.16	17220.56	-7349.40	
Enrich - restricted	5005.76	7610.24	-2604.48	
Inspire - restricted	1973.24	2803.84	-830.60	
ARP book club - restricted	0.00	192.06	-192.06	
Food bank - restricted	0.00	0.00	0.00	
Agreed school spend		5415.09	-5415.09	
Barn Dance	1617.10	1020.93	596.17	
Spooky Disco	1184.64	624.48	560.16	
Silent Disco	1141.29	495.84	645.45	
Tuck Shop	3821.69	19.49	3802.20	
Playgrounds		17135.21	-17135.21	
Estate Agent boards	12425.00		12425.00	
Jumble trail	3325.44	257.00	3068.44	
Uniform shop & Party Kit	310.88		310.88	
Taste of Millfields/Mural	542.00	908.66	-366.66	
Xmas fair	5880.43	1620.50	4259.93	
Xmas cards	290.50		290.50	
Movie Night x2	1358.43	494.56	863.87	
BOOK FAIR	18.90		18.90	
Yard Sale	338.03		338.03	
Quiz Night	413.54	0.00	413.54	
Summer fair	5941.64	1512.28	4429.36	
General donations	4371.17		4371.17	
Bank interest and fees	473.36	30.00	443.36	
PSA running costs		1405.51	-1405.51	
<b>Totals</b>	<b>60304.20</b>	<b>58766.25</b>	<b>1537.95</b>	<b>78052.81</b>
<b>Restricted funds held</b>	<b>Brought forward</b>	<b>Received this year</b>	<b>Spent this year</b>	<b>Total in fund</b>
Restricted fund - Renew	7462.34	9871.16	17220.56	112.94
Restricted fund - Enrich	2644.57	5005.76	7610.24	40.09
Restricted fund - Inspire	919.24	1973.24	2803.84	88.64
Restricted fund - ARP book club	191.33	0.00	192.06	-0.73
Restricted fund - food bank			0.00	0.00
<b>Total restricted funds</b>				<b>240.94</b>
<b>TOTAL UNRESTRICTED FUNDS</b>				<b>77811.87</b>
Cash Summary				
CAF Gold account	48900.84			
CAF Cash Account	19986.55			
Co-op account	8965.42			
Cash not banked (Float money)	200.00			
<b>Total funds</b>	<b>78052.81</b>		Discrepancy	<b>0.00</b>
Prepared by:	Bettina Maidment			
Approved by:	Heather Beattie			
Independent Examiner:				

## **Independent examiner's report to the trustees of Millfields Community School Parents and Staff Association**

I report to the trustees on my examination of the accounts of the Millfields Community School Parents and Staff Association for the Financial Year ended 31 August 2023.

### **Responsibilities and basis of report**

As the charity trustees of the Association, 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 Millfields Community School PSA'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those 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 to enable a proper understanding of the accounts to be reached.



Signed:

Name: Sharleen Kelly  
CPA 9260071  
Bachelor of Commerce, Accounting and Human Resource Management

Address: Flat 5, 18 Martello St  
London E8 3PE

Date: 2nd May 2024

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# Accounts

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**Millfields Community School PSA**

# **ANNUAL REPORT**

**for the Financial Year 1 September 2021 to 31 August 2022**

**Date of report: 10th October 2022**

**Registered Charity Name:** Millfields Community School Parents and Staff Association  
**Registered Working Name:** Millfields Community School PSA  
**Charity Number:** 1078030

**Principal office:** Millfields School, Hilsea Street, London E5 0SH

**Present committee members/trustees:**

Heather Beattie - Co-Chair  
Alice Coulthard - Co-Chair  
Karen Murray - Co-Chair  
Bettina Maidment - Co-Treasurer  
David Laub - Co-Treasurer  
Melissa Lau - Co-Treasurer  
Mary Sommerlad - Co-Secretary

Fionnola Geaney & Sinead McCarthy stood down as Co-Chairs part way through the year.  
Caroline Mueller stood down as Co-Secretary part way through the year.

Alice Coulthard was co-opted as Co-Chair, David Laub as Co-Treasurer and Mary Sommerlad as Co-Secretary at the AGM on 22nd October 2021.

On 14th July 2022 Heather Beattie and Karen Murray were co-opted as Co-Chairs.

**Structure, governance and finance**

Millfields Community School PSA is an unincorporated association governed by the NCPTA Model Constitution (2008 version - amended November 2009). The constitution was adopted on 14 October 2011.

The members of the PSA are the parents, guardians or carers of any pupil currently attending the school and teaching and non-teaching staff currently employed by the school.

Committee members/trustees are nominated by any member of of the PSA and seconded by another member. Committee members/trustees are elected at the Annual General Meeting (AGM) and hold office until the next AGM. Committee members/trustees have the power to co-opt committee members/trustees at any time. Co-opted committee members/trustees serve until the next AGM.

The minimum number of committee members/trustees is 2. All members of the committee are trustees of the charity and have control of the PSA, its property and funds.

There is no reserves policy in place. Reserve funds are not required because the PSA has no paid staff, no buildings to maintain and does not enter into any significant financial commitment unless the funds are already in place to meet it.

The following restricted/designated funds were held during this financial year:

(i) ARP book club: Spending from this fund is restricted to the purchase of books for the ARP book club. The sum of £191 was brought forward from the previous year, none was spent this year and it has been carried forward in its entirety to next year.

(ii) Renew: Spending from this fund is restricted to replacing valuable learning resources across the school and repairing school facilities. The sum of £3508 was brought forward from the previous year. £9037 was received in donations to the fund this year. £5082 was spent and £7462 has been carried forward to next year.

(iii) Enrich: Spending from this fund is restricted to assemblies, workshops and the provision of arts and music events at the school. The sum of £5708 was brought forward from the previous year. £4259 was received in donations to the fund this year. £7323 was spent and £2645 has been carried forward to next year.

(iv) Inspire: Spending from this fund is restricted to school activities designed to engage the children in the community, the working world and foster links with schools across the UK and the world. The sum of £1237 was brought forward from the previous year. £2022 was received in donations to the fund this year. £1164 was spent and £2096 has been carried forward to next year.

Over the previous few years we have seen an increase in the number of children and their families having to access the school food bank. In light of this we have made the decision to create a new restricted fund for food bank donations. We received several large donations totalling £14550 (one payment was received in the last financial year) to enable the food bank to run throughout the summer holidays. We will continue to allocate donations to this fund if specified for this purpose.

In exercising their powers or duties, the trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission.

## **Objectives and Activities**

The objectives of the charity are to advance the education of pupils in the school in particular by:

1. Developing effective relationships between the staff, parents and others associated with the school;
2. Engaging in activities or providing facilities or equipment which support and advance the education of the pupils.

The PSA achieves these objectives by organising and assisting with events and activities at the school throughout the year including discos, tuck shops, Christmas cards, Christmas and summer fairs and non-uniform days and by contributing financially to the cost of books, equipment and facilities.

## **Achievements and Performance**

### **Events and Activities**

As we emerged from the Covid-19 pandemic and lockdown the PSA was able to slowly resume some of its previous events such as:

#### Christmas & Summer Fairs

We were really pleased to be able to hold the Christmas fair once again - as we were still mindful of Covid-19 we moved the event to the playground. Whilst there were concerns with regards to the weather it actually proved to be our most successful Christmas Fair yet with the general consensus that holding it outdoors was much preferred. We were lucky to be able to borrow gazebos from the local Chatsworth Road Market which gave it a real Christmas market feel. This all made it our highest grossing Christmas fair - after expenses we raised just under £2925 on the night with a further £1455 raised through advertising boards.

Another key event in the school year is the Summer Fair which was also held for the first time in two years. The joy that parents, staff and children felt at coming together once again translated in the funds raised - a massive £9961 through advertising boards and takings on the day.

#### Design your own Christmas card

As well as being a PSA fundraiser, this is a lovely opportunity for the children to use their artistic skills and feel a sense of achievement at seeing their own designs in print to share with their families and friends. This year the activity raised £453.60 for the PSA.

#### Clapton Jumble Trail 2021

Another much loved local event, we were delighted to be able to run the Clapton Jumble Trail in 2021, not only is this a hugely popular community event it also serves as a fundraiser for the school raising a huge amount of money. Through a combination of advertising boards and donations it raised just under £6842 this year.

#### Uniform Shop

Pre-loved uniform is a brilliant way to ensure that good quality clothing is kept in circulation and not thrown away. Not only is this environmentally sustainable but it can also save parents a huge amount of money on the cost of uniform. To try and increase the amount of uniform that is acquired in this way the PSA increased the number of uniform sales. Instead of charging a nominal amount on each item uniform is free to take with the option to give a pay what you feel donation. This has actually led to an increase in the funds raised in this way to just under £558 this year.

## **Equipment and Facilities Provided**

### Millfields & Me Mural

During Covid the PSA had an idea to run an event that brought all the kids in the school together along with the staff and teachers to celebrate all the individuals that make up our wonderful school community.

The idea morphed into a series of mosaic workshops where every child in the school engaged in sharing something important/representative of their identity or culture with their peers. The finished mural will eventually be placed on the external wall of the school for all to see. We were able to cover the cost of £4700, £500 of which came from a Magic Stars grant we were successful in applying for (funds were received in the next financial year).

### Chess Club

The PSA were pleased to continue to fund chess club for year 5 pupils at a cost of £2000.

### Black History Month

We were able to provide the funds to pay for a theatre production to celebrate black History Month at a cost of £622.50

### Playground Equipment

The PSA funded £500 to restock the playground 'playpod'.

### Classroom Supplies

The PSA was able to supply the school with much needed resources such as new books at a cost of £1919 and Forest School resources at a cost of £153.

### Jubilee Coins

To celebrate the Queen's Platinum Jubilee each child was given a commemorative coin which we were pleased to fund at a cost of £1176.50.

Finally we were pleased to be able to contribute to the Year 5 residential trip by paying for the coach travel at a cost of £1164. We also contributed £100 to the Year 6 leavers hoodies.

## **Financial Review**

The fundraising events and activities detailed above brought in gross receipts of £22283. A further £34641 was received in donations bringing the total to £56924. The PSA also had funds of £53818 brought forward from the previous year.

The PSA spent a total of £34228. The spend comprised of the costs of the events, activities, equipment and facilities detailed above. The remainder was spent on running costs.

The total accumulated fund at the end of the financial year was £76515.

Please see the attached summary accounts for further details.

The PSA will make further spending plans in consultation with the school during the new school year. In September 2022 the PSA has already spent £24,380 to pay for the rooftop playground refurb.

The committee members would like to thank all the parents, carers, staff members and local businesses who gave their time and/or made donations to help us with our events and fundraising during the year.

Signed:



Karen Murray (03.11.2022 12:16 GMT)

Karen Murray

Co-Chair

and

Date:

03.11.22

*Bettina Maidment*

Bettina Maidment

Co-Treasurer

Date:

03/11/2022

# Millfields PSA Annual Report FY21-22

Final Audit Report


2022-11-03

Created:	2022-11-03
By:	Bettina Maidment (bettinamaidment@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAHKZYgx98EwK_VXJ8raFdSa_8qb6da3sH


## "Millfields PSA Annual Report FY21-22" History

 Document created by Bettina Maidment (bettinamaidment@gmail.com)

2022-11-03 - 12:10:19 PM GMT

 Document emailed to kdrmurray@gmail.com for signature

2022-11-03 - 12:10:49 PM GMT

 Email viewed by kdrmurray@gmail.com

2022-11-03 - 12:13:22 PM GMT

 Signer kdrmurray@gmail.com entered name at signing as Karen Murray

2022-11-03 - 12:16:39 PM GMT

 Document e-signed by Karen Murray (kdrmurray@gmail.com)

Signature Date: 2022-11-03 - 12:16:41 PM GMT - Time Source: server

 Agreement completed.

2022-11-03 - 12:16:41 PM GMT

Millfields PSA Summary Accounts 2020-21

Source/Spend	Receipts	Payments	Surplus/deficit	Accumulated fund
Accumulated fund b/fwd				£53818.03
Renew - restricted	£9036.55	£5081.81	£3954.74	
Enrich - restricted	£4259.03	£7322.50	-£3063.47	
Inspire - restricted	£2022.27	£2340.50	-£318.23	
ARP book club - restricted	£0.00	£0.00	£0.00	
Food bank restricted	£7266.00	£14550.00	-£7284.00	
Estate Agent boards	£14510.00	£0.00	£14510.00	
Agreed spend - various	£0.00	£600.00	-£600.00	
Jumble trail	£3759.55	£292.89	£3466.66	
Uniform shop	£557.79	£0.00	£557.79	
Xmas fair	£3865.95	£941.09	£2924.86	
Xmas cards	£1586.80	£1133.20	£453.60	
Summer fair	£7441.87	£1480.64	£5961.23	
General donations	£2575.16	£0.00	£2575.16	
Bank interest and fees	£43.49	£0.00	£43.49	
PSA running costs	£0.00	£485.00	-£485.00	
<b>Totals</b>	<b>£56924.46</b>	<b>£34227.63</b>	<b>£22696.83</b>	<b>£76514.86</b>
Restricted funds held	Brought forward	Received this year	Spent this year	Total in fund
Restricted fund - Renew	£3507.60	£9036.55	£5081.81	£7462.34
Restricted fund - Enrich	£5708.04	£4259.03	£7322.50	£2644.57
Restricted fund - Inspire	£1237.47	£2022.27	£2340.50	£919.24
Restricted fund - ARP book club	£191.33	£0.00	£0.00	£191.33
<b>Total restricted funds</b>				<b>£11217.48</b>
<b>Total unrestricted funds</b>				<b>£65297.38</b>
Cash Summary				
CAF Gold account	£70534.20			
Co-op account	£5003.78			
Cash not banked	£976.88			
<b>Total funds</b>	<b>£76514.86</b>		Discrepancy	£0.00
Prepared by:	Bettina Maidment			
Approved by:				
Independent Examiner:				

## **Independent examiner's report to the trustees of Millfields Community School Parents and Staff Association**

I report to the trustees on my examination of the accounts of the Millfields Community School Parents and Staff Association for the Financial Year ended 31 August 2022.

### **Responsibilities and basis of report**

As the charity trustees of the Association, 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 Millfields Community School PSA'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those 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 to enable a proper understanding of the accounts to be reached.

Signed:



Name:

Sharleen Kelly  
CPA 9260071  
Bachelor of Commerce, Accounting and Human Resource Management  
Chief Financial Officer at One of Us Limited

Address:

Flat 5, 18 Martello St  
London E8 3PE

Date:

24 January 2023

**MILLFIELDS COMMUNITY SCHOOL PARENTS AND STAFF ASSOCIATION**

England & Wales - Charity number 1078030

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# Accounts

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**Millfields Community School PSA**

# **ANNUAL REPORT**

**for the Financial Year 1 September 2020 to 31 August 2021**

**Date of report: 13th September 2021**

**Registered Charity Name:** Millfields Community School Parents and Staff Association  
**Registered Working Name:** Millfields Community School PSA  
**Charity Number:** 1078030

**Principal office:** Millfields School, Hilsea Street, London E5 0SH

**Present committee members/trustees:**

Fionnola Geaney	Co-chair
Sinead McCarthy	Co-chair
Melissa Lau	Co-treasurer
Bettina Maidment	Co-treasurer
Karen Murray	Co-secretary
Caroline Mueller	Co-secretary

Ciara Devlin stood down as Secretary at the 2020 AGM on 16th October 2020.  
Dawn Torabi stood down as Co-treasurer at the AGM on 16th October 2020 as well as Helen Williams who stood down as Co-secretary.

**Structure, governance and finance**

Millfields Community School PSA is an unincorporated association governed by the NCPTA Model Constitution (2008 version - amended November 2009). The constitution was adopted on 14 October 2011.

The members of the PSA are the parents, guardians or carers of any pupil currently attending the school and teaching and non-teaching staff currently employed by the school.

Committee members/trustees are nominated by any member of of the PSA and seconded by another member. Committee members/trustees are elected at the Annual General Meeting (AGM) and hold office until the next AGM. Committee members/trustees have the power to co-opt committee members/trustees at any time. Co-opted committee members/trustees serve until the next AGM.

The minimum number of committee members/trustees is 2. All members of the committee are trustees of the charity and have control of the PSA, its property and funds.

There is no reserves policy in place. Reserve funds are not required because the PSA has no paid staff, no buildings to maintain and does not enter into any significant financial commitment unless the funds are already in place to meet it.

The following restricted/designated funds were held during this financial year:

(i) ARP book club: Spending from this fund is restricted to the purchase of books for the ARP book club. The sum of £191.33 was brought forward from the previous year, none was spent this year and it has been carried forward in its entirety to next year.

(ii) Renew: Spending from this fund is restricted to replacing valuable learning resources across the school and repairing school facilities. The sum of £3507.60 was brought forward from the previous year. £7369.75 was received in donations to the fund this year. £1399.23 was spent and £9478.12 has been carried forward to next year.

(iii) Enrich: Spending from this fund is restricted to assemblies, workshops and the provision of arts and music events at the school. The sum of £5708.04 was brought forward from the previous year. £3738.65 was received in donations to the fund this year. £780 was spent and £8666.69 has been carried forward to next year.

(iv) Inspire: Spending from this fund is restricted to school activities designed to engage the children in the community, the working world and foster links with schools across the UK and the world. The sum of £1237.47 was brought forward from the previous year. £1685.56 was received in donations to the fund this year. £2250 was spent and £673.03 has been carried forward to next year.

In addition to these we received a large one-off donation of £7275 which was to be added to the PSA's general fund.

In exercising their powers or duties, the trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission.

## **Objectives and Activities**

The objectives of the charity are to advance the education of pupils in the school in particular by:

1. Developing effective relationships between the staff, parents and others associated with the school;
2. Engaging in activities or providing facilities or equipment which support and advance the education of the pupils.

The PSA achieves these objectives by organising and assisting with events and activities at the school throughout the year including discos, tuck shops, Christmas cards, Christmas and summer fairs and non-uniform days and by contributing financially to the cost of books, equipment and facilities.

## **Achievements and Performance**

### **Events and Activities**

The Covid-19 pandemic and lockdown meant the PSA had to cancel all of its planned activities from early mid-March 2020 onwards. The PSA has had to continue with most of its fundraising through donations during 2020-21. That said we were able to raise a small amount of money through the following events:

## Christmas & Summer Fairs

Whilst we had to sadly cancel the Christmas and summer fairs the PSA was still able to still raise £4640 for the Christmas fair and £3784.42 for the summer fair. This was mainly through sponsorship by local Estate Agents Keatons who paid £40 per board displayed outside the homes of willing parents. £984.42 was raised through a socially distanced raffle in lieu of the summer fair. The invoice for the Summer fair boards has yet to be settled and so will be carried forward into the next financial year.

## Design your own Christmas card

As well as being a PSA fundraiser, this is a lovely opportunity for the children to use their artistic skills and feel a sense of achievement at seeing their own designs in print to share with their families and friends. This year the activity raised £276.50 for the PSA.

## Balloon Race

This was the first virtual event that the PSA ran. The premise was that children sponsored a balloon and were then able to watch the virtual race from their own homes with the winning balloon(s) receiving prizes which were donated by local businesses. This raised £221.48 for the PSA.

## Clapton Jumble Trail 2021

Whilst we have had to cancel this hugely popular local community event in 2020 due to the pandemic we are delighted to be able to run it again in 2021. The money raised so far in this financial year is £404.24 however we expect the final amount to be much more (the event is held in September, in the next financial year).

## **Equipment and Facilities Provided**

Again, due to the impact of COVID-19 and the children being at home for a large part of the school year, there was a a limited number of requests made of the PSA. That being said we were able to help the school to fund the following:

### Playground Equipment

The PSA paid for each year group to have their own playground resources (to ensure that the equipment was not passed from one Covid 'bubble' to another) at a cost of £2335.78.

### Wellbeing Shed

The Wellbeing Shed is a sturdy outbuilding in the main playground designed to provide children with a calm indoor environment when they need some breathing space away from the noise and bustle of the playground during break times. The PSA had provided the school with the majority of the funding to build, furnish and equip the wellbeing shed in the previous financial year. The remaining £253.95 required was paid for this financial year.

### Classroom Supplies

The PSA was able to supply the school with much needed resources such as Whiteboards (£700) sketchbooks (£700) and essential laptops (£2536) to ensure that children who were unable to access a computer at home were able to continue with their learning effectively during lockdown, these are able to be accessed by children as and when necessary now the children are back in school. Finally the PSA were able to replace the trampolines that are used by the ARP at a cost of £80.

## Financial Review

The fundraising events and activities detailed above brought in gross receipts of £6680. A further £22,599.85 was received in donations and we were able to secure a £500 grant through Magic Stars (to improve the schools green spaces) bringing the total to £33,399.85. The PSA also had funds of £34,084.42 carried over from the previous year.

The PSA spent a total of £11,213.64. The spend comprised of the costs of the events, activities, equipment and facilities detailed above. The remainder was spent on running costs.


The total accumulated fund at the end of the financial year was £53818.03.

Please see the attached summary accounts for further details.

The PSA will make further spending plans in consultation with the school during the new school year. In September 2021 the PSA has already spent £2,000 to deliver chess equipment, training and workbooks to all Year 5 pupils.

The committee members would like to thank all the parents, carers, staff members and local businesses who gave their time and made donations to help us with our events and fundraising during this exceptionally difficult year.

Signed:

  
Fionnola Geaney (Apr 26, 2022 22:11 GMT+1)

21/4/22

Fionnola Geaney, Co-chair

Date:

and

*Bettina Maidment*

Bettina Maidment, Co-treasurer

Date:

21/04/2022






# Millfields PSA Annual Report 2020-2021

Final Audit Report

2022-04-26

Created:	2022-04-21
By:	Bettina Maidment (bettinamaidment@gmail.com)
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Millfields PSA Summary Accounts 2020-21

Source/Spend	Receipts	Payments	Surplus/deficit	Accumulated fund
Accumulated fund b/fwd				£34084.42
Renew - restricted	£7369.75	£1399.23	£5970.52	
Enrich - restricted	£3738.65	£780.00	£2958.65	
Inspire - restricted	£1685.56	£2250.00	-£564.44	
ARP book club - restricted	£0.00	£0.00	£0.00	
Keatons boards	£4640.00	£0.00	£4640.00	
Agreed spend various	£0.00	£194.40	-£194.40	
Classroom supplies	£0.00	£2615.98	-£2615.98	
Jumble trail	£404.24	£0.00	£404.24	
Tuck shop	£0.00	£0.00	£0.00	
Stamptastic commission	£0.00	£0.00	£0.00	
Raffles	£0.00	£0.00	£0.00	
Uniform shop	£0.00	£0.00	£0.00	
Xmas fair	£0.00	£0.00	£0.00	
Xmas cards	£1501.80	£1225.30	£276.50	
Competition prizes	£0.00	£0.00	£0.00	
Balloon Race	£257.48	£36.00	£221.48	
Silent disco	£0.00	£0.00	£0.00	
Summer disco	£0.00	£0.00	£0.00	
Summer fair	£984.42	£0.00	£984.42	
Year 6 prom	£56.01	£0.00	£56.01	
General donations	£9805.89	£0.00	£9805.89	
Bank interest and fees	£3.45	£0.00	£3.45	
ARP horseriding	£0.00	£0.00	£0.00	
Playgrounds	£500.00	£2589.73	-£2089.73	
Plastics policy expenses	£0.00	£0.00	£0.00	
Parentkind membership	£0.00	£123.00	-£123.00	
<b>Totals</b>	<b>£30947.25</b>	<b>£11213.64</b>	<b>£19733.61</b>	<b>£53818.03</b>
<b>Restricted funds held</b>	<b>Brought forward</b>	<b>Received this year</b>	<b>Spent this year</b>	<b>Total in fund</b>
Restricted fund - Renew	£3507.60	£7369.75	£1399.23	£9478.12
Restricted fund - Enrich	£5708.04	£3738.65	£780.00	£8666.69
Restricted fund - Inspire	£1237.47	£1685.56	£2250.00	£673.03
Restricted fund - ARP book club	£191.33	£0.00	£0.00	£191.33
<b>Total restricted funds</b>				<b>£19009.17</b>
<b>Total unrestricted funds</b>				<b>£34808.86</b>
<b>Cash Summary</b>				
CAF Gold account	52328.48			
Co-op account	£325.62			
Cash not banked	£1163.93			
<b>Total funds</b>	<b>£53818.03</b>		Discrepancy	£0.00
Prepared by:	Bettina Maidment			
Approved by:				
Independent Examiner:				

## **Independent examiner's report to the trustees of Millfields Community School Parents and Staff Association**

I report to the trustees on my examination of the accounts of the Millfields Community School Parents and Staff Association for the Financial Year ended 31 August 2021.

### **Responsibilities and basis of report**

As the charity trustees of the Association, 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 Millfields Community School PSA'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those 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 to enable a proper understanding of the accounts to be reached.

Signed:



Name:

Sharleen Kelly  
CPA 9260071  
Bachelor of Commerce, Accounting and Human Resource Management  
Chief Financial Officer at One of Us Limited

Address:

Flat 5, 18 Martello St  
London E8 3PE

Date:

17 April 2022