



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

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"Millfields PSA Annual Report 2020-2021" History

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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	
Totals	£30947.25	£11213.64	£19733.61	£53818.03
Restricted funds held	Brought forward	Received this year	Spent this year	Total in fund
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
Total restricted funds				£19009.17
Total unrestricted funds				£34808.86
Cash Summary				
CAF Gold account	52328.48			
Co-op account	£325.62			
Cash not banked	£1163.93			
Total funds	£53818.03		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