



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, Hilsea 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	
Totals	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
Total restricted funds				3734.69
TOTAL UNRESTRICTED FUNDS				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