

# BIRCH COPSE SCHOOL PARENT TEACHER ASSOCIATION

England & Wales · Charity number 1078719

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1999-12-22

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

## Contact

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**Address** Birch Copse Primary School  
Wittenham Avenue  
Tilehurst  
Reading  
RG31 5LN

**Phone** 0118 9427442

**Email** [ptainfo@birchcopse.w-berks.sch.uk](mailto:ptainfo@birchcopse.w-berks.sch.uk)

**Website** <https://www.birchcopse.co.uk/>

## Activities

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

**Activities:** We hold fundraising events for the purpose of providing monies for primary school projects, equipment and classroom resources.

## Classification

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- **How:** Provides Other Finance
- **What:** General Charitable Purposes
- **Who:** Children/young People

## Geography

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- **Area of benefit:** NOT DEFINED, IN PRACTICE TILEHURST, READING, BERKS.
- West Berkshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£51,512	£20,085	-	-
2023-08-31	£32,508	£22,456	-	-
2022-08-31	£22,248	£18,613	-	-
2021-08-31	£26,368	£27,877	-	-
2020-08-31	£26,883	£27,222	-	-

## Trustees

Name	Role	Appointed
<b>Anna Christine Blackwell</b>	Chair	2018-10-02
Amy Victoria Mason		2022-09-27
Cristina Ana Bodnar		2024-09-26
Emily Elizabeth Hope Mason		2024-09-26
Hilary Gail Rico		2019-09-30
Kerry Anne Stirk		2019-09-30
Michele Joanne Grant		2021-09-29
Sarah Louise Susanne Morris		2020-10-07
Timothy Ian Grant		2024-09-26
Victoria Ruth Lane		2018-10-02

**BIRCH COPSE SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 1078719

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# Accounts

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Birch Copse School PTA

Income & Expenditure Account 2023-2024

2022/23			2023/24		
Income	Expenses	Net	Income	Expenses	Net
2,937.68	(1,288.27)	1,649.41	7,205.75	(2,364.14)	4,841.61
7,995.85	(2,139.16)	5,856.69	4,269.46	(192.04)	4,077.42
1,525.19	(533.26)	991.93	2,047.71	(1,017.08)	1,030.63
-	-	-	-	-	-
-	-	-	-	-	-
370.11	(292.50)	77.61	235.85	(164.25)	71.60
304.81	-	304.81	303.55	-	303.55
-	-	-	1,198.90	(1,179.47)	19.43
12.00	-	12.00	-	-	-
-	-	-	-	-	-
817.10	(234.91)	582.19	971.00	(227.63)	743.37
-	-	-	-	-	-
2,835.90	(2,980.00)	(144.10)	822.13	(2,159.00)	(1,336.87)
-	-	-	-	-	-
6,469.45	(7,686.15)	(1,216.70)	9,600.86	(7,824.33)	1,776.53
-	-	-	947.25	-	947.25
332.47	-	332.47	333.05	-	333.05
500.00	-	500.00	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
2,621.90	-	2,621.90	3,067.90	-	3,067.90
-	-	-	-	-	-
-	(264.00)	(264.00)	8,853.42	(4,258.38)	4,595.04
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
38.41	-	38.41	69.00	-	69.00
-	(189.69)	(189.69)	4.50	-	4.50
483.52	(151.24)	332.28	266.80	(38.23)	228.57
2,361.05	-	2,361.05	4,963.97	(661.04)	4,302.93
886.39	(986.72)	(100.33)	6,351.03	-	6,351.03
-	-	-	-	-	-
<b>32,507.67</b>	<b>(17,260.17)</b>	<b>15,247.50</b>	<b>Total 51,512.13</b>	<b>(20,085.59)</b>	<b>31,426.54</b>
<b>26,038.22</b>	<b>(9,574.02)</b>	<b>16,464.20</b>	<b>41,911.27</b>	<b>(12,261.26)</b>	<b>29,650.01</b>
20/21	21/22	22/23	<b>Exc Uniform Shop</b>		
(1,400)	(1,400)	-1,400.00	<b>Less Other Expenditure:</b>		
-	-	-839.17	Teachers' floats		
(20)	(20)	-20.00	AGM expenses & New Parents Evening refreshments		
(123)	(128)	-140.00	Lotteries licence		
(681)	(681)	-599.40	PTA-UK (insurance subscription)		
(148)	(542)	-590.33	Year 6 Leavers' Book & photo storage		
(25,395)	(15,879)	0.00	Fees (Go Fund Me, Paypal, Donate, Zettle, Stripe)		
-	150	0.00	Birch Copse Funding		
(107)	(102)	-263.13	Other Expenses		
		-238.50	PTA - Gifts		
		-836.05	Sumo Sam		
		-269.19	Brigade		
		-5,195.77	Leonard Hudson (x3 invoices)		
<b>(27,874)</b>	<b>(18,613)</b>	<b>-5,195.77</b>	<b>(39,066)</b>		
<b>(1,506)</b>	<b>3,635</b>	<b>10,051.73</b>	<b>Net income(loss) for the year</b>		
			<b>(7,640)</b>		

Bank Balances:	Opening Balance £	update Closing Balance £	Movement
Current account	43,740.60	36,730.46	(7,010.14)
Petty cash	864.84	310.56	(554.28)
*Uniform account	555.23	137.34	(417.89)
	<b>45,160.67</b>	<b>37,178.36</b>	<b>(7,982.31)</b>
<b>Debtors/Creditors:</b>			
Paypal Account	2,286.84	2,114.35	(172.49)

BC PTA Accounts 2023\_24 final IER

25/06/2025

Silent Auction Owed	-	-	-
Expenses Owed	-	-	-
Birch Copse Funding Owed	(20,478.00)	-	20,478.00
Other Debtors/Creditors	3,707.06	536.33	(3,170.73)
Zettle Account	-	-	-
Donate Account	-	-	-
Paypal Giving Fund (Go Fund Me) Account	-	-	-
Prior Year Adjustment - Birch Copse Funding from current year		-16,792.00	(16,792.00)
<b>Net (cash) Income for the year</b>	<b>30,676.57</b>	<b>23,037.04</b>	<b>(7,639.53)</b>

I report that I have examined the records and vouchers of the Birch Copse Primary School PTA for the year ended 31 August 2024 and that the receipts and payments are in accordance therewith and that I have verified the cash balances.

25/6/25.

Joanna Lavelle  
 JOANNA LAVELLE CH AAT

Birch Copse School PTA  
 Income & Expenditure Account 2023-2024  
 Notes to the accounts

ICAS Membership No.  
 M22492

Last 3 years	20/21	21/22	22/23
	7,958.29	9,866.96	6,469.45
	-6,861.98	-8,316.68	-7,686.15
	1,096.31	1,550.28	-1,216.70
	-4,518.39	-7,004.43	-4,859.75
	7,722.28	4,859.75	4,472.70
	824.00	354.50	694.00
	(2,684.80)	1,765.80	-
	<b>2,439.40</b>	<b>1,525.90</b>	<b>-909.75</b>

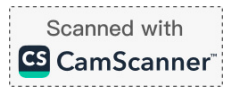
Uniform Shop:	£
	23/24
Takings	9,600.86
Payments	-7,824.33
Net Cash Flow	1,776.53
Value of opening stock	-4,472.70
Value of closing stock	4,487.05
Pupil premium receipts not yet paid - adjustment	0.00
Suppliers Owed - Movement	-
<b>Net Income with adjustments</b>	<b>1,790.88</b>

£	Birch Copse Funding:	£
25,395.00	Current year funding (from prior & current year income)	36,070.16
<b>25,395.00</b>		<b>36,070.16</b>

20478 birch copse funding paid in 2023/24

£	Company Donations:	£
		0.00

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**BIRCH COPSE SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 1078719

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# Accounts

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	31,182.06	45,160.67	13,978.61
<b>Debtors/Creditors:</b>			
Paypal Account	1,719.23	2,286.84	567.61
Silent Auction Owed	205.00	-	(205.00)
Expenses Owed	-	-	-
Birch Copse Funding Owed	-	(20,478.00)	(20,478.00)
Other Debtors/Creditors	(135.00)	3,707.06	3,842.06
Zettle Account	500.00	-	(500.00)
Donate Account	483.00	-	(483.00)
Paypal Giving Fund (Go Fund Me) Account	-	-	-
<b>Net (cash) income for the year</b>	<b>33,954.29</b>	<b>30,676.57</b>	<b>(3,277.72)</b>

I report that I have examined the records and vouchers of the Birch Copse Primary School PTA for the year ended 31 August 2023 and that the receipts and payments are in accordance therewith and that I have verified the cash balances.

Joanna Laville -

19/6/24.

JOANNA LAVILLE CA ART

ICAS Membership No. M2249

Birch Copse School PTA

Income & Expenditure Account 2022-2023

Notes to the accounts

Last 3 years

19/20	20/21	£ 21/22	Uniform Shop:	£ 22/23
16,336	7,958.29	9,866.96	Takings	6,469.45
(16,003)	(6,851.98)	(8,316.68)	Payments	(7,686.15)
334	1,096.31	1,550.28	Net Cash Flow	(1,216.70)
(7,004)	(4,518.39)	(7,004.43)	Value of opening stock	(4,859.75)
4,473	7,722.28	4,859.75	Value of closing stock	4,472.70
1,049	824.00	354.50	Pupil premium receipts not yet paid - adjustment	694.00
1,766	(2,684.80)	1,765.80	Suppliers Owed - Movement	-
0				
<b>616</b>	<b>2,439.40</b>	<b>1,525.90</b>	Net Income with adjustments	<b>(909.75)</b>

	£	Birch Copse Funding:	£
	25,395.00	Current year funding (from prior year income)	0.00
	<b>25,395.00</b>		<b>0.00</b>

	£	Company Donations:	£
			500.00

**BIRCH COPSE SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 1078719

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# Accounts

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# Trustees' Annual Report for the period

	Period start date				Period end date		
<b>From</b>	1 <sup>st</sup>	Sept	2020	<b>To</b>	31 <sup>st</sup>	August	2021

## Section A Reference and administration details

**Charity name** Birch Copse School Parent Teacher Association

**Other names charity is known by** Birch Copse School PTA

**Registered charity number (if any)** 1078719

**Charity's principal address** Birch Copse Primary School

Wittenham Avenue

Tilehurst, Reading, BERKS

**Postcode**

RG31 5LN

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Victoria Hannington	Chair		
2	Kevin Alderson	Treasurer		
3	Victoria Lane			
4	Jessica Armstrong			
5	Dean Stacey			
6	Emily Moore			
7	Anna Blackwell			
8	Richard Jones			
9	Kerry Stirk			
10	Hilary Rico			
11	Jeanette Young			
12	Matt Bicknell			
13	Simone Magee		1/9/20 to 7/10/20	
14	Joy Jamieson		1/9/20 to 7/10/20	
15	Dan Griffiths		1/9/20 to 7/10/20	
16	Lindsey Shelley		1/9/20 to 7/10/20	
17	Karen Bullock		1/9/20 to 7/10/20	
18	Kirsty Fallaize		1/9/20 to 7/10/20	
19	Sarah Morris		7/10/20 to 31/8/21	
20	Christopher Brown		7/10/20 to 31/8/21	
21	Maria Maulini	Secretary	7/10/20 to 31/8/21	
22				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

John Micklewhite (President) Paul Massey (Vice President)
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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution adopted October 2009, subsequently updated September 2021 (after the period ended 31st August 2021)
How the charity is constituted (eg. trust, association, company)	Association consisting of parents, family, legal guardians and teaching staff
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the Annual General Meeting held in the Autumn

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p>Birch Copse PTA is a member of PTA-UK which provides support, guidance and practical resources for running a PTA. Membership of PTA-UK provides us with £10 million public liability insurance cover for all PTA run events.</p> <p>Disclosing and Barring Service (DBS) checks are carried out for all trustees.</p> <p>Birch Copse Primary School also now carries out enhanced DBS checks on all trustees.</p> <p>All trustees give their time voluntarily and receive no remuneration or other benefits.</p> <p>The PTA has a policy document covering risk management, working with vulnerable beneficiaries, volunteer management, complaints handling and conflict of interest.</p>
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## **Section C Objectives and activities**

### **Summary of the objects of the charity set out in its governing document**

The object of the association is to advance the education of pupils in school in particular by:

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

### **Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

A variety of fundraising events are held throughout the academic year:

- Christmas & Summer Fundraisers for the whole family
- Easter Raffle for the children
- Quiz nights for parents (temporarily suspended)
- One off events e.g. Circus

In addition other fundraisers include Christmas card sales and school production DVD's to name just a few. A school uniform shop is also run by the association in order to provide parents with easy access to essential and non-essential uniform items.

### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Monies raised are used to provide the school with additional funds and are spent as agreed with the Head Teacher and School Governors. It is policy to spend monies so that they benefit the whole school.

**Summary of the main achievements of the charity during the year**

This year we raised **£26,368**

Our biggest fundraisers were the Christmas fair and Mini Marathon sponsored run. The Break the Rules day was very popular as well as the Easter Raffle, production DVD's and Your School Lottery continued to provide much needed income. The School Uniform Shop also provided significant funds.

The impact of the COVID-19 pandemic impacted fundraising events significantly, and the charity successfully applied to the Greenham Trust for a grant for IT equipment for the school worth £10,300

We aim to spend the monies raised each year by purchasing school resources as soon as possible. In this respect the Head teacher typically presents to the committee a "wish List" of items that the school would like to purchase, items that would not be possible to obtain through normal school funding.

The funding provided to the school in this financial year was £25,395 (raised during the previous year) and was used to purchase:

65" TVs in 9 classrooms £4,267

Themed week contributions (421 children @ £3 each) £1,263

Life Education Bus 2019 (4½ days @ £370 per day) £1,480

5 year subscription to Purple Mash £3,610

Annual subscription to Charanga Music School £325

New doors in Lower & Upper Junior areas £4,150

Greenham Trust Laptops £10,300

**Total - £25,395**

During the year the PTA also provided classroom floats for the teachers and assistants to purchase sundry items for their classes of £1,400

The PTA also committed to provide funding to the school of £15,879 during the following financial year from the money raised in this financial year (2020-21)

## Section E Financial review

### Brief statement of the charity's policy on reserves

At the end of the 2020-21 financial year the PTA had £26,910 in the bank of which £15,879 had been allocated to the school funding, plus additional £1,400 for teacher classroom floats. This left sufficient reserves to cover the risk that fundraising would be curtailed in the next financial year as the country recovered from the COVID-19 pandemic.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The PTA raised £15,270 from fundraising activities in 2020-21, the main contributing activities include:

Christmas Fundraiser	£3,481
Mini Marathon	£2,955
Your School Lottery (YSL)	£2,765
Break the Rules Day	£1,115
Easter Raffle & Fundraisers	£633
Production DVDs	£525
The Giving Machine/Easy Fundraising Commission	£331

The single biggest contributor to the year's total was £10,300 grant from the Greenham Trust that the PTA successfully applied for and funded the items which are now in Birch Copse Primary School's ownership.

The money was added to our funds which enabled us to provide the school with £25,395. In addition, amounts were paid out during the year including £1,400 in teacher floats (£100 per class) and financing the Year 6 Leavers books £681. These were the main items in total expenditure of £27,877.

Net loss for the year was £(1,508) primarily due to reduced fundraising vs prior years as events were curtailed by the Covid-19 pandemic restrictions.

Fundraising	£25,272
Uniform Shop profit	<u>£1,096</u>
<b>Income</b>	<b>£26,368</b>
Expenses	<u>£(27,877)</u>
<b>Net Loss</b>	<b>£(1,508)</b>

The bank balance of £26,910 allows sufficient headroom within balance sheet reserves to incur additional losses in future years while maintaining similar levels of funding (constantly under review by the charity's trustees and leadership team).

## Section F Other optional information

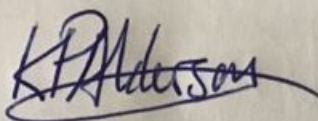
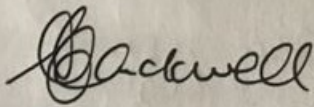
Victoria Hannington was the secretary in 2019-20, with Simone Magee as Chair. Simone Magee resigned on 7th October 2020 and Victoria Hannington became Chair on 7th October 2020 and acted throughout the remainder of the year.

Kevin Alderson was the Treasurer throughout, and Maria Maulini was voted in as Secretary on 7<sup>th</sup> October 2020.

## Section G Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees:

<b>Signature(s)</b>		
<b>Full Name(s)</b>	Kevin Alderson	Anna Blackwell
<b>Position</b>	Treasurer	Chair
<b>Date</b>	30/6/22	30/6/22

Birch Cope School PTA

Income & Expenditure Account 2020-2021

2019/20			2020/21		
Income	Expenses	Net	Income	Expenses	Net
8,458	(1,257)	7,201	4,117	(636)	3,481
3,243	(120)	3,123	119	(178)	(59)
3,607	(1,467)	2,140	-	-	-
-	-	-	1,115	-	1,115
1,963	(1,443)	520	-	-	-
444	(382)	62	352	-	352
468	-	468	342	-	342
1,574	(936)	639	-	-	-
-	-	-	19	-	19
-	-	-	424	-	424
422	(116)	305	720	(86)	633
-	-	-	532	-	532
1,036	(830)	206	525	-	525
20	-	20	-	-	-
7,836	(1,655)	6,181	7,958	(6,862)	1,096
426	-	426	331	-	331
1,871	-	1,871	350	-	350
-	-	-	2,955	-	2,955
-	-	-	334	(264)	71
3,722	-	3,722	2,765	-	2,765
-	-	-	338	-	338
-	-	-	11,099	-	11,099
<b>35,089</b>	<b>(8,205)</b>	<b>26,883</b>	<b>Total</b>	<b>(8,026)</b>	<b>26,368</b>
27,253	(6,551)	20,703	26,436	(1,164)	25,272

Less Other Expenditure:		
(1,400) Teachers' floats		(1,400)
(33) AGM expenses & New Parents Evening refreshments		-
(20) Lotteries licence		(20)
(37) Stamps & Stationery		-
(122) PTA-UK (Insurance subscription)		(123)
(609) Year 6 Leavers' Book & photo storage		(681)
- Fees (Go Fund Me, Paypal, Donate, Other)		(150)
(25,000) Birch Cope Funding		(25,395)
- PTA - Leavers gifts		(107)
<b>(27,222)</b>		<b>(27,877)</b>
<b>(338)</b>	<b>Net income for the year</b>	<b>(1,508)</b>

	Opening balances	Closing balances	Movement
	£	£	
<b>Bank Balances:</b>			
Current account	20,749.71	18,630.97	(2,118.74)
Petty cash	644.93	492.93	(152.00)
*Uniform account	6,689.59	7,785.90	1,096.31
	<b>28,084.23</b>	<b>26,909.80</b>	<b>(1,174.43)</b>
<b>Debtors/Creditors:</b>			
Paypal Account	-	2,374.46	2,374.46
Expenses Owed	-	(150.00)	(150.00)
Zettle Account	500.00	500.00	-
Donate Account	-	532.00	532.00
Paypal Giving Fund (Go Fund Me) Account	3,243.22	-	(3,243.22)
<b>Net (cash) income for the year</b>	<b>31,827.45</b>	<b>30,319.26</b>	<b>(1,508.19)</b>

I report that I have examined the records and vouchers of the Birch Cope Primary School PTA for the year ended 31 August 2021 and that the receipts and payments are in accordance therewith and that I have verified the cash balances.

*Joanna Lavelle* 15/3/22  
 JOANNA LAVELLE CA AAT  
 ICAS Membership No. M22492

Birch Cope School PTA  
 Income & Expenditure Account 2020-2021  
 Notes to the accounts

£	Uniform Shop:	£
7,333.54	Receipts	7,958.29
(1,654.79)	Payments	(6,861.98)
5,678.75	Net Cash Flow	1,096.31
(9,448.22)	Value of opening stock	(4,518.39)
4,518.39	Value of closing stock	7,004.43
593.00	Pupil premium receipts not yet paid - adjustment	824.00
-	Suppliers Owed	(2,684.80)
<b>1,341.92</b>	<b>Net income with adjustments</b>	<b>1,721.55</b>

£	Birch Cope Funding:	£
25,000.00	School Budget from Prior Year Fundraising	25,395.00
<b>25,000.00</b>		<b>25,395.00</b>

£	Company Donations:	£
		0.00

Birch Cope School PTA

Income & Expenditure Account 2020-2021

2019/20			2020/21		
Income	Expenses	Net			
8,458	(1,257)	7,201	Income	Expenses	Net
3,243	(120)	3,123	4,117	(636)	3,481
3,607	(1,467)	2,140	119	(178)	(59)
-	-	-	-	-	-
1,963	(1,443)	520	1,115	-	1,115
444	(382)	62	-	-	-
468	-	468	352	-	352
1,574	(936)	639	342	-	342
-	-	-	-	-	-
-	-	-	19	-	19
422	(116)	305	424	-	424
-	-	-	720	(86)	633
1,036	(830)	206	532	-	532
20	-	20	525	-	525
7,836	(1,655)	6,181	-	-	-
426	-	426	7,958	(6,862)	1,096
1,871	-	1,871	331	-	331
-	-	-	350	-	350
-	-	-	2,955	-	2,955
3,722	-	3,722	334	(264)	71
-	-	-	2,765	-	2,765
-	-	-	338	-	338
-	-	-	11,099	-	11,099
<b>35,089</b>	<b>(8,205)</b>	<b>26,883</b>	<b>Total</b>	<b>(8,026)</b>	<b>26,368</b>
27,253	(6,551)	20,703	26,436	(1,164)	25,272

Less Other Expenditure:		
(1,400) Teachers' floats		(1,400)
(33) AGM expenses & New Parents Evening refreshments		-
(20) Lotteries licence		(20)
(37) Stamps & Stationery		-
(122) PTA-UK (insurance subscription)		(123)
(609) Year 6 Leavers' Book & photo storage		(681)
- Fees (Go Fund Me, Paypal, Donate, Other)		(150)
(25,000) Birch Cope Funding		(25,395)
- PTA - Leavers gifts		(107)
<b>(27,222)</b>		<b>(27,877)</b>
<b>(338)</b>	<b>Net income for the year</b>	<b>(1,508)</b>

	Opening balances	Closing balances	Movement
<b>Bank Balances:</b>			
Current account	20,749.71	18,630.97	(2,118.74)
Petty cash	644.93	492.93	(152.00)
*Uniform account	6,689.59	7,785.90	1,096.31
	<b>28,084.23</b>	<b>26,909.80</b>	<b>(1,174.43)</b>
<b>Debtors/Creditors:</b>			
Paypal Account	-	2,374.46	2,374.46
Expenses Owed	-	(150.00)	(150.00)
Zettle Account	500.00	500.00	-
Donate Account	-	532.00	532.00
Paypal Giving Fund (Go Fund Me) Account	3,243.22	-	(3,243.22)
<b>Net (cash) income for the year</b>	<b>31,827.45</b>	<b>30,319.26</b>	<b>(1,508.19)</b>

I report that I have examined the records and vouchers of the Birch Cope Primary School PTA for the year ended 31 August 2021 and that the receipts and payments are in accordance therewith and that I have verified the cash balances.

*Joanna Lavelle* 15/3/22  
 JOANNA LAVELLE CA AAT  
 ICAS Membership No. M22492

Birch Cope School PTA  
 Income & Expenditure Account 2020-2021  
 Notes to the accounts

£	Uniform Shop:	£
7,333.54	Receipts	7,958.29
(1,654.79)	Payments	(6,861.98)
5,678.75	Net Cash Flow	1,096.31
(9,448.22)	Value of opening stock	(4,518.39)
4,518.39	Value of closing stock	7,004.43
593.00	Pupil premium receipts not yet paid - adjustment	824.00
-	Suppliers Owed	(2,684.80)
<b>1,341.92</b>	<b>Net income with adjustments</b>	<b>1,721.55</b>

£	Birch Cope Funding:	£
25,000.00	School Budget from Prior Year Fundraising	25,395.00
<b>25,000.00</b>		<b>25,395.00</b>

£	Company Donations:	£
		0.00

**BIRCH COPSE SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 1078719

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# Accounts

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Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

John Micklewhite (President) Paul Massey (Vice President)
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## **Section B                      Structure, governance and management**

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted October 2009
How the charity is constituted (eg. trust, association, company)	Association consisting of parents, family, legal guardians and teaching staff
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the Annual General Meeting held in the Autumn

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>Birch Copse PTA is a member of PTA-UK which provides support, guidance and practical resources for running a PTA. Membership of PTA-UK provides us with £10 million public liability insurance cover for all PTA run events.</p> <p>Disclosing and Barring Service (DBS) checks are carried out for all trustees.</p> <p>All trustees give their time voluntarily and receive no remuneration or other benefits.</p> <p>The PTA has a policy document covering risk management, working with vulnerable beneficiaries, volunteer management, complaints handling and conflict of interest.</p>
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## **Section C                      Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the association is to advance the education of pupils in school in particular by:

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

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

A variety of fundraising events are held throughout the academic year:

- Christmas & Summer Fairs for the whole family
- Discos
- Easter Raffle for the children
- Quiz nights for parents

In addition other fundraisers include Christmas card sales and school production DVD's to name just a few. A school uniform shop is also run by the association in order to provide parents with easy access to essential and non-essential uniform items.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Monies raised are used to provide the school with additional funds and are spent as agreed with the Head Teacher and School Governors. It is policy to spend monies so that they benefit the whole school.

**Section D**

**Achievements and performance**

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year we raised £26,883

Our biggest fundraisers were the Christmas fair and Summer fundraiser making up just under half of our fundraising total. The children's Discos and adult Quiz nights proved extremely popular as well as the Easter Raffle, production DVD's and Rags2Riches. The School Uniform Shop also provided significant funds.

The School Lottery has continued to be a very good fundraiser for the PTA a program which has raised a significant amount this year.

We aim to spend the monies raised each year by purchasing school resources as soon as possible. In this respect the Head teacher typically presents to the committee a "wish List" of items that the school would like to purchase, items that would not be possible to obtain through normal school funding.

However, this year, again due to the changes in School budgets the funds raised during this financial year will be provided to the school directly as agreed with the Head teacher and Governors.

The funding provided to the school in this financial year was £25,000 (raised during the previous year)

During the year the PTA also provided classroom floats for the teachers and assistants to purchase

The PTA also committed to provide funding to the school of £15,095 during the following financial year from the money raised in this financial year (2019-20)

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

At the end of the 2019-20 financial year the PTA had £28,084 in the bank. Of which £25,000 was allocated to the school funds as agreed at the AGM.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The PTA raised £20,703 from fundraising activities in 2019-20, the main contributing activities include:

Christmas Fair	£7,201
Summer Fundraiser	£3,123
Your School Lottery (YSL)	£3,722
Discos	£2,140
Company Matched Funding	£1,871
Quiz Night	£639
Easter Raffle	£305
Bag2School/Rags2Riches	£468
The Giving Machine Commission	£426
Production DVDs	£206
Christmas cards	£520

The money was added to our funds which enabled us to provide the school with £25,000. In addition, amounts were paid out during the year including £1,400 in teacher floats (£100 per class). These were the main items in total expenditure of £27,222.

Net loss for the year was £(338) primarily due to reduced fundraising vs prior years as events were curtailed by the Covid-19 pandemic restrictions.

Fundraising	£20,703
Uniform Shop profit	<u>£6,180</u>
<b>Income</b>	<b>£26,883</b>
Expenses	<u>£(27,222)</u>
<b>Net Loss</b>	<b>£(338)</b>

The bank balances stood at a healthy £28,084. Allowing for costs in the first part of the year and due to a reduced fundraising forecast the PTA committed to spending a further £15,095 of funds directly to the school at the October 20 AGM.

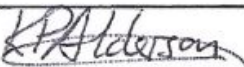
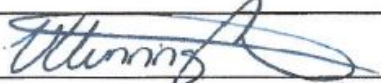
**Section F****Other optional information**

Victoria Hannington was the secretary in 2019-20, with Simone Magee as Chair. Simone Magee resigned on 7<sup>th</sup> October 2020 and Victoria Hannington became Chair on 7<sup>th</sup> October 2020.

**Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Kevin Alderson	Victoria Hannington
Position	Treasurer	Chair
Date	04/06/2021	

Birch Cope School PTA

Income & Expenditure Account 2019-2020

2018/19			2019/20		
Income	Expenses	Net	Income	Expenses	Net
9,751	(3,195)	6,556	8,458	(1,257)	7,201
9,052	(3,441)	5,612	3,243	(120)	3,123
5,414	(2,040)	3,374	3,607	(1,467)	2,140
2,020	(1,466)	554	1,963	(1,443)	520
454	(366)	88	444	(382)	62
792	-	792	468	-	468
3,790	(2,306)	1,485	1,574	(936)	639
461	-	461	-	-	-
92	-	92	-	-	-
961	(142)	819	422	(116)	305
2,402	(1,833)	569	1,036	(830)	206
-	-	-	20	-	20
10,026	(14,406)	(4,380)	7,836	(1,655)	6,181
-	(18)	(18)	-	-	-
620	-	620	426	-	426
50	-	50	1,871	-	1,871
292	-	292	-	-	-
1,004	(372)	632	-	-	-
3,581	-	3,581	3,722	-	3,722
3,079	(3,216)	(138)	-	-	-
62	-	62	-	-	-
<b>53,904</b>	<b>(32,800)</b>	<b>21,104</b>	<b>Total</b>	<b>35,089</b>	<b>(8,205)</b>
					<b>26,883</b>

Less Other Expenditure:		
(1,400)	Teachers' floats	(1,400)
(21)	Sports Day squash & lollies	-
(30)	AGM expenses & New Parents Evening refreshments	(33)
(20)	Lotteries licence	(20)
(9)	Stamps & Stationery	(37)
(117)	PTA-UK (Insurance subscription)	(122)
0	Year 6 Leavers' Book	(609)
(27,000)	Birch Cope Funding	(25,000)
(234)	Sundries - PTA event investments (BBQ etc)	-
<b>(28,832)</b>		<b>(27,222)</b>
<b>(7,728)</b>	<b>Net income for the year</b>	<b>(338)</b>

	Opening balances	Closing balances	Movement
	£	£	
<b>Bank Balances:</b>			
Current account	31,040.57	20,749.71	(10,290.86)
Petty cash	114.23	644.93	530.70
*Uniform account	1,010.84	6,689.59	5,678.75
	<b>32,165.64</b>	<b>28,084.23</b>	<b>(4,081.41)</b>
<b>Debtors:</b>			
iZettle Account (Uniform Shop)	0.00	500.00	500.00
Paypal Giving Fund	0.00	3,243.22	3,243.22
<b>Net (cash) income for the year</b>	<b>32,165.64</b>	<b>31,827.45</b>	<b>(338.19)</b>

I report that I have examined the records and vouchers of the Birch Cope Primary School PTA for the year ended 31 August 2020 and that the receipts and payments are in accordance therewith and that I have verified the cash balances.

*Joanna Lovell*

29/4/21

JOANNA LOVELL CA AAT.  
ICAS Membership No. M22492.

Birch Cope School PTA  
Income & Expenditure Account 2019-2020

Notes to the accounts

£	Uniform Shop:	£
10,026.28	Takings	7,333.54
(14,406.45)	Payments	(1,654.79)
(4,380.17)	Net income	5,678.75
(3,417.57)	Value of opening stock	(9,448.22)
9,448.22	Value of closing stock	4,518.39
1,650.48	Net income with Stock Value adjustment (Profit)	748.92
272.00	Pupil premium receipts not yet paid - adjustment	593.00
56.50	Returned cheque 15/07/19 to be chased - adjustment	0.00
<b>1,978.98</b>	<b>Net Income with adjustments</b>	<b>1,341.92</b>

£	Birch Cope Funding:	£
27,000.00	School Budget from prior year fundraising	25,000.00
<b>27,000.00</b>		<b>25,000.00</b>

£	Company Donations:	£
		0.00

Birch Cope School PTA

Income & Expenditure Account 2019-2020

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Income	Expenses	Net	Income	Expenses	Net
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3,079	(3,216)	(138)	-	-	-
62	-	62	-	-	-
<b>53,904</b>	<b>(32,800)</b>	<b>21,104</b>	<b>Total</b>	<b>35,089</b>	<b>(8,205)</b>

Less Other Expenditure:		
(1,400)	Teachers' floats	(1,400)
(21)	Sports Day squash & lollies	-
(30)	AGM expenses & New Parents Evening refreshments	(33)
(20)	Lotteries licence	(20)
(9)	Stamps & Stationery	(37)
(117)	PTA-UK (Insurance subscription)	(122)
0	Year 6 Leavers' Book	(609)
(27,000)	Birch Cope Funding	(25,000)
(234)	Sundries - PTA event investments (BBQ etc)	-
<b>(28,832)</b>		<b>(27,222)</b>
<b>(7,728)</b>	<b>Net income for the year</b>	<b>(338)</b>

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*Joanna Lovell*

29/4/21

JOANNA LVELLE CA AAT.  
ICAS Membership No. M22492.

Birch Cope School PTA  
Income & Expenditure Account 2019-2020

Notes to the accounts

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9,448.22	Value of closing stock	4,518.39
1,650.48	Net income with Stock Value adjustment (Profit)	748.92
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56.50	Returned cheque 15/07/19 to be chased - adjustment	0.00
<b>1,978.98</b>	<b>Net Income with adjustments</b>	<b>1,341.92</b>

£	Birch Cope Funding:	£
27,000.00	School Budget from prior year fundraising	25,000.00
<b>27,000.00</b>		<b>25,000.00</b>

£	Company Donations:	£
		0.00