

Etwall Primary School Parent, Teacher & Friends Association ("Etwall PTFA") Trustees Annual Report 2024

Charity number: 1083273

Address: Etwall Primary School Parent Teacher & Friends Association,
Etwall Primary School,
Egginton Road,
Etwall,
Derbyshire.
DE65 6NB

Trustees:

Sarah Bentley (President & Head of Etwall Primary School)

Julia Coxon (Chairperson)

Tiffany Whitworth (Treasurer)

Chantal Brindley (Secretary)

Alison Jones

Alison Poole

Louise Seed

Ema Stone

Natalie White

Introduction

This report provides an overview of the activities and grants provided in 2024. The Etwall PTFA is governed by the constitution documentation dated January 2015.

Membership consists of all parents and guardians of pupils attending the school, all staff at the school, and those interested in the welfare of the school.

Etwall PTFA is a registered charity. Trustees of the charity are appointed at the Annual General Meeting (AGM), where they are nominated and seconded by members. These trustees are the officers and committee members of Etwall PTFA. The position is held for one year until the next AGM.

Objective

The objective of the Etwall PTFA is to advance the education of the pupils in the school. To achieve this, Etwall PTFA seeks to:

1. Develop relationships between staff, parents and others associated with Etwall Primary School ("EPS").
2. Engage in activities that support EPS, and advance the education of those attending it.
3. Provide and assist in the provision of such facilities or items for education at EPS (not provided by statutory funds) as determined by the PTFA committee in consultation with school staff.

Chairperson's Summary

We started this year with Chantal taking over from Louise as Secretary. Louise has worked tirelessly for the PTFA for many years, and we have called upon her expertise numerous times this year and are very pleased that she continues to be a part of the team. Thank you to Chantal for taking on the role.

We have had a clear aim this year to get the funding in place to install a new trim trail and outdoor stage. In collaboration with the school, we choose a supplier and finalised designs with a budget of £25,000. The team have committed to funding the whole project. We have raised £7051.73 after costs. The outdoor stage was installed in the summer and work on the trim trail has now started. This is currently delayed due to bad weather and needing to relocate the equipment away from the willow tree. Once the field is dry enough, work will re-start and will soon be ready for the children to use. Fundraising such a big project is a fantastic achievement carried out by a small team of dedicated volunteers who have put hours of time in to organising two hugely successful community events as well as many smaller projects that provide our children & their families with lasting memories of their time at Etwall Primary School.

A big thank you goes out to Alison and Lu for all your hard work in carrying out the Etwall Family Music Festival and the Etwall Fireworks. Thank you to Tiffany for your dedication to our Secret Santa shop – a favourite with the children and one of our highest earning events. I'm also so pleased to be able to say we've had lots of willing new volunteers join us this year to make new events possible and to help support some of our favourites! To those parents who have given up their time to run stalls, bbq burgers, sell freezer pops, wrap presents and boogie at discos – we couldn't run these events without your support. Thank you to Louise, Ema, Alison P, Cheryl, Catherine, Natalie, Lydia and Laura for your input and attendance at meetings this year and your hard work securing sponsorship and prizes. We really value your new ideas and the help you have offered with many events.

The attached Income and Expenditure Statement provides a detailed breakdown of the amounts raised and expenses incurred for each event across the year. We've had a busy and successful year continuing our termly school discos, selling freezer pops, wonky bars and Krispy Kreme doughnuts, running our Film Fundraising Day, organising craft events: the Scarecrow competition and Christmas cards, holding Clothes Recycling days, running Nativity Cafes and a welcome event for new parents and creating a fabulous Christmas Raffle. A big thank you to the school community for helping run these events and for your generous donations. Whilst these aren't always our biggest earners they are loved by our children and are a really important part of everything we do.

A few quick thank yous for our leads on a number of our events this year:

- Tiffany for leading our Secret Santa Shop and for your incredible bargain hunting skills!
- Alison for coordinating and driving on the Fireworks event (with Jenny prepping and running the BBQ team)
- Lu for stepping up and putting in the time to make sure the Music Festival was a wonderful success and also organising the goodies for the Film Dress up day.
- Tiffany, Ema and everyone who volunteered for helping me run and organise our school discos. The children loved the Silent Disco and we'll definitely run this again next year.
- The school staff for coming to dance with your classes at the discos. It was such a wonderful atmosphere which the children loved.
- Debs for organising the Christmas Cauliflower cards.
- Lydia for helping me to run Freezer Pop Fridays.
- Alison P for organising our Tea & Cakes for Woodpecker & Wagtail parents.

- Alison P for organising the clothing recycling days.
- Catherine, Cheryl, Chantal and Ema for their hard work securing sponsorship, grants, match funding and prizes for our events & towards school projects.
- Alison P for helping to organise the Nativity Cafes.
- Ema for organising the Christmas Hamper Raffle
- Keri-Ann for countless admin jobs over the year!
- Roland for setting up and taking down numerous events and always offering to support and help out.
- Sarah and Holly for recognising and valuing the efforts put in by our team.
- Mrs Swan for running a hair braiding stall with the help from Shelly.

Another special thanks to the local businesses that have supported us across the year too.

These include:

Molly Maid, Etwall Pharmacy, Bepsoke Inns, Steve's Chip Shop, The Hawk & Buckle, Active Bodies, Don Amott, Seven Wells, Nadee's Kitchen, Alissa Rose, Captured Moments, Victoria Beauty, Pretty Special, Hickory Dickory's, Swadlincote Ski Centre, Roller World, Clip n Climb, Mega Zone, Ocado, Waitrose, The Entertainer, Hygge Sheets & Chestnut Books. Their generosity really helps our events so we are genuinely grateful for these contributions.

We'd also like to thank Asda for awarding us a grant to purchase a new portable oven for school. This will be used to support nurture groups and promote healthy eating across school.

And last but by no means least, I'd like to thank our Auditor Susannah Leask for generously giving her time, free of charge, to review and approve the PTFA accounts.

Treasurer's Summary

What Happens With the Profits Raised by the PTFA?

In line with our objectives, we use the profits we raise to provide grants to Etwall Primary School, covering the costs of events and activities that wouldn't otherwise be covered by government funding. With the cost cutting challenges faced by the school this additional financial support is invaluable.

Staff are invited to submit funding requests to the PTFA, via our President, the HeadTeacher. These requests are reviewed, discussed, and voted on by the committee at each PTFA meeting and the approval outcome is recorded in the Minutes. This gives everyone the chance to review how and where PTFA funds are being spent.

What Grants Have the PTFA Provided to Etwall Primary School During the Year?

In total the PTFA provided grants during the year totalling £9,074.42 to fund school projects and activities for the children. These projects are detailed in the Non-Event Expense summary under School Grants, this is higher than last year even though we have achieved the aim of saving the funding for the trim trail, we didn't want the children to miss out on anything through the year - Payments were made for First Aid and Diwali Dance experiences, Tablets, School Cooker, Santa Suits and books, EYFS mouses and the yearly contributions to our amazing year 6 leavers alongside many other things. These are all as advised outlined on our accounts,

What Happens to the Remaining Funds in the PTFA Bank Account?

The bank balance as at 31 December 2024 is an amazing £30,191.49! This covers the much anticipated Trim Trail and pays for the stage that is already in place and leaves us with a manageable balance to use towards the running of the exciting events that we have planned in 2025, including the amazing Circus and our New Mickleover Ball!

However now we have achieved the Trim Trail – our requests for your help and donations will not stop... sorry about that, instead we are ALREADY in talks with the school about what is next, and we are already working on the next big thing for the children, school budget are getting tighter and tighter so these requests are only going to help increase our children's school experience.

Are There any Other Outgoings for the PTFA?

There are a number of essential costs to keep the PTFA running throughout the year, whilst we do our best to keep these to a minimum, they are unavoidable. This year these costs came to £182.90 Further details are in the attached Non-Event Expense summary.

Closing Comments from our Treasurer.

Fundraising this year has been both amazing and challenging, as times have got harder for families across the country this has been felt in our local community, so as a small team on the PTFA we are very aware that all the requests and fundraising events can sometimes feel overwhelming. However, the school budgets are getting tighter and as a community we have all gone above and beyond yet again to ensure that our children are getting the best experiences in school as we can possibly give them.

We have had an income this year of £25,358.66 (which is slightly less than last year BUT without the massive event that the Circus was in 2023) which shows a huge increase in our donations and events. We have all seen the frustrations of the delays in the trim trail, if it's been due to building work, roots in trees or flooding, the promised event is now starting to show to the children with the stage in place and the trim trail becoming a reality ready for summer!

As a team you will have seen the amazing list of people who have worked so hard over the last year in the chairs report earlier – however I wanted to take this opportunity to thank someone else.

Julia Coxon is our Chairperson – and she cannot (or won't thank herself) but she deserves not only a thanks but a medal for all the work she has done this year, Julia has spoken to countless suppliers for our trim trail, completed several visits, helped design to make sure it is correct for our needs, and seen this event put off and off, having to re-work quotes and convince the team to spend more money! Not only this but Julia manages all of our discos, and helps to get books for events and Santa, as well as our Donout sales and scarecrow days..... and quite honestly so much more. So thank you Julia you really are an amazing part of our team!

We can't thank the full team enough for their dedication once again for doing their utmost for the children, we have added to our PTFA and have had many new volunteers join in with new events as well as our old favs.

Lastly a thank you again to all our schools' families, and the wider community for coming to our events and joining in on our fundraising, we really couldn't raise this money without the support!

The New Year brings even more new opportunities, and we look forward to all the challenges that 2025 will bring us!

We all look forward to continuing to support the PTFA.

****Related Parties Note** - we chose to use Chestnut Books for Santa Books Year 2 and Gifts for Wonky Bars as this is the most cost effective way to get books on mass due to being able to get access to books at cost price over RRP due to our Chair owning the company, these costs are checked and hence the EYFS and Year 1 books being purchased from "The works"******

Report prepared on behalf of the Trustees by:
Julia Coxon & Tiffany Whitworth
PTFA Chairperson & Treasurer
10th January 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Etwal Primary School PTFA

1083273

Receipts and payments accounts

CC16a

For the period
from

01.01.2023

To

31.12.2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Fundraising Events (School Only)	6,035	-	-	6,035	3,698
Fundraising Events (Community)	14,574	-	-	14,574	19,032
Sale of Goods	3,000	-	-	3,000	3,348
Fundraising and Donations	956	595	-	1,551	2,884
Misc	258	-	-	258	490
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	24,823	595	-	25,419	29,452
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	24,823	595	-	25,419	29,452
A3 Payments					
Fundraising Events (School Only)	1,345	-	-	1,345	836
Fundraising Events (Community)	7,177	-	-	7,177	9,940
Sale of Goods	811	-	-	811	1,379
School Grants	9,074	-	-	9,074	7,726
Running Costs	-	-	-	-	180
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	18,407	-	-	18,407	20,061
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	18,407	-	-	18,407	20,061
Net of receipts/(payments)	6,417	595	-	7,012	9,391
A5 Transfers between funds					
	-	-	-	-	-
A6 Cash funds last year end	23,240	-	-	23,240	13,849
Cash funds this year end	29,656	595	-	30,252	23,240

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Lloyds Bank Account	27,691	595	-
	Cash In Hand	1,905	-	-
		-	-	-
	Total cash funds	29,596	595	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Storage Shed	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Trim Trail Funding	Unrestricted	24,405	
	Trim Trail Funding	Restricted	595	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	T Whitworth	Tiffany Whitworth	1/10/2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name

Etwall Primary School PTFA

On accounts for the year ended

31/12/2024

Charity no (if any)

1083273

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

As the charity trustees of the Trust, 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 the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

S J Leask

Date:

14/01/2025

Name:

Susannah Leask

Relevant professional qualification(s) or body (if any):

CPFA

Address:

9 Old Station Close

IER

Etwall, Derby

DE65 6PQ

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Not applicable