

## CHAIR'S REPORT – 2022-2023

This report is an overview of the activities of Leigh North Street School parents' association from October 2022 - September 2023.

It has been an incredibly successful fundraising year for the PA. I would like to thank the entire team for all their effort this past year. It has certainly been a year full of lessons learnt.

I would also like to thank all the school staff for their patience, guidance and support for the past year. Thank you to the site team for helping at all events and giving up your free time, it really is appreciated.

Thank you to the kitchen staff for giving up your free time to serve yummy hotdogs at the Christmas Fayre and Inflatable Day.

Thank you to all the children and parents that have spent their time and money at events throughout the year and a HUGE thank you to everyone that has volunteered to help at an event, the PA could not hold events without volunteers, so all help is greatly appreciated.

We have successfully reintroduced popular fundraising events to the school after a long break due to covid and social distancing. It has been an absolute pleasure to see the joy and excitement from both children and adults at the events. The main goal of the PA is to raise funds that go towards enhancing our children's school life.

### Events and fundraising

**Christmas Fayre-** This event needs plenty of volunteers, pre-planning and lots of mince pies and mulled wine! It is a great way to raise money while spreading some Christmas cheer.

**Quiz night-** This event requires minimal help. Setup tables and decoration. Nigel hosted the quiz this year and it was a roaring success. Everybody had a great time answering questions and playing games.

**KS2 Disco-** This event requires many volunteers. Alongside the disco is face painting, tattoos, Tuckshop and new to 2023 was a quiet zone which provided a space away from the noise. Joe Banana was an expense but was worth every penny.

**Leavers Disco-** Organised with Mr Martin, the PA provided support with inflatables, ice-cream van, a DJ, a Photo Booth and the Leavers Hoodies.

**Inflatable Fun** This event is very volunteer heavy. Cooperation between staff, site team and the PA is essential. A very good fundraiser and lots of fun for the children.

**Summer fair / Welcome Back Fair** The first attempt was unfortunately cancelled due to a weather warning, however we were able to reschedule for September and put on a successful event for the school families and community. In previous years the PA has been cash based. This year our treasurer introduced QR code payments and a card machine. Fundraising projects have also been moved online. Overall it is more convenient for parents and the PA team.

### Other fundraising activities

Some fundraising projects have also been moved online. Overall it is more convenient for parents and the PA team.

**Christmas Cards-** Incorporated into a class lesson and ordered online. Making the process less admin heavy.

**Tea Towels-** Incorporated into a lesson and ordered online. Making the process less admin heavy

**Bag2school-** organised by Mrs Eastwell. However Mrs Eastwell would like to hand this over to a member of the PA team.

**Easter Raffle-** Lots of easter eggs to be won also offering dairy free and vegan options. Raffle tickets sold in class.

**Adventure Island / Sealife vouchers -** All vouchers can now be purchased from Other Kids using a QR code

**Pre-loved Uniform/Coffee Club-** Good as new uniform with no price tag, only a donation. I added a Coffee Morning this year, which offered a warm safe space for families to enjoy free activities and free refreshments.

**Plant Sale-** New for this year and it was very successful alongside the uniform sale.

**Easy fundraising-** The name says it all, money raised for our school from online shopping.

**Gilbert and Rose Estate Agent Boards-** Sponsored advertising for the Summer Fete, paying a £10 donation to the PA for every estate agent board in the gardens of volunteer households.

**500 Club-** A lottery style fundraiser, the income of which goes towards the running and upkeep of the school pool. The more people involved the bigger the prizes. Our children are very fortunate to have a swimming pool on site so support is vital.

### Funds spent

Please take a moment to view our treasurer's report to see where money has been spent and what we have raised.

Some examples of what we have funded this year:

Ipads

Leavers party (bouncy castle and ice cream van)

Christmas tree

Christmas crackers

Santa gifts for grotto

Freddos for all children (gift from PA)

Easter eggs

Leavers Hoodies (PA paid for some)

Coronation seeds

4 x Gazebos

A future payment of £20,000 will be made to help pay for the new play equipment and flooring in the KS1 playground.

It is important to recognise that the hard work from previous PA members made this donation possible.

### Local business and community groups

Donations from local businesses make our raffles possible. The generosity they show when donating prizes is extraordinary.

Wenborne, Weller & Spooner also made a generous donation of £500 towards the new school training kits, obtained through the PA asking for sponsorship.

The Lions Club of Leigh-on-Sea have also donated proceeds from their pig race at two of our events.

### The Future

Mr Hautler wanted to replace the equipment and flooring in the KS1 playground. With the help of PA fundraising and a very generous donation from the Leigh-on-Sea Lions Club this was made possible. The students love their new play area, so money was well spent.

A couple of things mentioned for the future:

- Replace astro turf
- Netball uniforms

Last year the future of the PA was uncertain, key roles needed filling and there was no one to fill them. I volunteered for the role of Chair and was elected for the position. I worked very closely with Clare Raker, previous Chair of the PA, in the months running up to and after the committee was elected.

I am proud to say I put my heart and soul into everything regarding the PA. I'm not a natural leader or delegator but I was passionate, enthusiastic and kind. Due to personal reasons, I believe it is right for me to step away from the PA. From a personal level I would like to thank the individuals that have helped and supported me without judgement.

I am certain the PA will continue to grow and raise lots of money going forward. I wish the new committee every success in their future endeavours.

### Sammy Walker-Hebborn

Chair

Leigh North Street Schools Parents' Association

*In a world where you can be anything, be kind*

Leigh North Street Primary School Parents Association  
**Accounts for the 12 Months ending 31 August 2023**

**Receipts and Payments Account**

		2022-23	2022-23	2022-23	Memo: 2021-22
		Unrestricted Funds	Restricted Funds		
		Main Account	PA500	Total	Total
		£	£	£	£
<b>Receipts</b>					
Fundraising Events/Activities	Note 4	18,232	2,592	20,824	14,054
Sales of Adventure Island Tickets		4,123	0	4,123	4,372
Donations		906	0	906	0
Other		0	0	0	0
Total Receipts		23,260	2,592	25,852	18,426
<b>Payments</b>					
Cost of Fundraising Events/Activities	Note 4	(6,344)	(1,143)	(7,487)	(7,330)
Purchase of Adventure Island Tickets		(3,000)	0	(3,000)	(1,400)
Membership/License		(140)	(20)	(160)	(148)
Other Admin Costs		(1,122)	0	(1,122)	(41)
Donations to School	Note 5	(2,213)	0	(2,213)	(12,290)
Total Payments		(12,819)	(1,163)	(13,981)	(21,209)
<b>Net Receipts/(Payments)</b>		<b>10,442</b>	<b>1,429</b>	<b>11,871</b>	<b>(2,783)</b>

**Bank Reconciliation**

	Main Account	PA500	Total
	£	£	£
Bank 31 August 2022	25,121	1,716	26,837
Prior Year Cash banked in Sept 2022	604	0	604
Net Income 2022-23	10,442	1,429	11,871
Balance b/f 31 August 2023	36,167	3,145	39,312
Bank 31 August 2023	36,167	3,145	39,312
Cash not banked	0	0	0
	36,167	3,145	39,312

**Assets and Liabilities**

	31-Aug-23	31-Aug-22
	£	£
<b>Monetary Assets</b>		
Cash - Main Bank Account	36,167	25,121
Cash - PA500 Account	3,145	1,716
Cash - To be banked	0	600
Cash - Petty Cash	0	4
Total Monetary Assets	39,312	27,441
<b>Other Assets</b>		
Adventure Island Tickets	688	842
Total Other Assets	688	842

## Accounts for the 12 Months ending 31 August 2023

### 1 STATUS

The association is a Registered Charity, number 1083811

### 2 ACCOUNTING POLICIES

Income & Expenditure - items of Income and Expenditure are recognised in the accounts when received and paid

Assets & Liabilities - any assets and liabilities are stated on an historical cost basis

### 3 RESTRICTED FUNDS

Funds raised by the PA500 account are to be used for spending related to the school Swimming Pool

### 4 FUNDRAISING EVENTS/ACTIVITIES

	Income	Expenditure	2022-23 Net Income	Memo: 2021-22 Net Income
	£	£	£	£
Inflatable Fun	4,652	(1,897)	2,755	0
Christmas Fayre	3,331	(605)	2,726	0
Tea Towels	1,614	0	1,614	985
Raffles (Easter and Rainbow)	1,298	(141)	1,157	1,136
Disco	1,720	(844)	876	1,193
Second Hand Uniform Sale	801	0	801	578
Christmas Cards	791	0	791	709
Quiz	911	(136)	775	0
Easy Fundraising	301	0	301	338
Amazon smile	249	0	249	191
Bags2School	225	0	225	171
Plant Sale	158	0	158	0
Leavers Hoodies	1,464	(1,677)	(213)	0
Summer Fete (cancelled)	719	(1,045)	(326)	0
Other	0	0	0	37
	<u>18,232</u>	<u>(6,344)</u>	<u>11,888</u>	<u>5,339</u>
Adventure Island Tickets	4,123	(3,000)	1,123	2,972
PA500 Lottery	2,592	(1,143)	1,449	1,385
	<u>24,947</u>	<u>(10,487)</u>	<u>14,460</u>	<u>9,696</u>

### 5 DONATIONS TO SCHOOL

	Main Account	PA500 Account	Total
	£	£	£
I Pads	870	0	870
Leavers (Bouncy Castle, Ice Cream Van)	695	0	695
Christmas (Tree, Crackers, Santa Gifts)	363	0	363
Coronation Seeds	285	0	285
	<u>2,213</u>	<u>0</u>	<u>2,213</u>



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees

Charity Name

Leigh North Street Primary School Parent's Association

On accounts for the year  
ended

31 August 2023

Charity no  
(if any)

1083811

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2023**

Responsibilities and  
basis of report

As the charity's trustees, 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 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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 in order to enable a proper understanding of the accounts to be reached.

Signed:

*L.A. Torkington*

Date:

25 June 2024

Name:

Laura Torkington

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

Fellow Chartered Accountant – Institute of Chartered Accountant of England and Wales

Address:

13 Mitchell Way, CM3 5PJ


**Section B****Disclosure**

Only complete if the examiner needs to highlight material 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.

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