

BGIS PTFA Trustees' Annual Report

For the year ended 31 March 2025

Reference and Administrative Details

- Charity name: **BGIS PTFA**
- Registered charity number: 1084130
- Principal address: Bedford Greenacre Independent School, Manton Lane, Bedford, MK41 7FZ
- Trustees: Gina Ciuro, Marie Theobeaux (Resigned Sept 2025)
- Committee Members: Gina Ciuro, Kate Tomlinson, Anna Silvestre, Lucie Howard, Bab Rai, Mauro Lucrino, Millie Yarr, Katherine Patrick, Nicky Van der Sande, Jimmy Farnsworth, Elaine Quintrell, Neera Regmi, Kirstie Grieg, Toni Djukic, Lucy Willson

Structure, Governance and Management

BGIS PTFA is an unincorporated association governed by its constitution. Trustees are elected annually at the AGM by members of the association. The committee met regularly throughout the year to plan fundraising activities and allocate funds to support the school.

Objectives and Activities

The purpose of the PTFA is to advance the education of pupils at Bedford Greenacre Independent School by:

- Developing effective relationships between staff, parents, and others associated with the school.
- Engaging in fundraising and activities to provide facilities or items for education and welfare not normally provided by the school.

During the year, the PTFA organised a wide range of fundraising and community events, including:

- Opening Ball
- Quiz Night
- School Discos
- Sports Day
- Summer Fayre
- Winter Fayre
- Swish Swap
- Uniform Shop

Achievements and Performance

The PTFA had a highly successful fundraising year, generating total income of **£33,189.38**. The most significant events were the Opening Ball (£10,963 net profit), Uniform Shop (£5,492), Winter Fayre (£2,494), Take A Seat Campaign (£4,641), and Summer Fayre (£1,328).

Funds raised were used to provide:

- **£1,743** of items for school use.
- **£81** towards KS1 Santa presents.
- A major contribution of **£39,000** for retractable seating, providing a long-term improvement to school facilities.

These achievements demonstrate the continued support from parents, carers, staff, and the local community, and the dedication of volunteers who made these events possible.

Financial Review

Total income for the year was **£33,189.38**. Expenditure, including the £39,000 seating project, amounted to **£41,213.56**. As a result, there was no surplus for the year, and part of reserves brought forward were used.

At 31 March 2025, the PTFA held a closing bank balance of **£8,843.64**, which provides a modest reserve for the year ahead. The Trustees consider this an appropriate level of funds to ensure continuity and to meet commitments for planned activities.

The accounts have been independently examined in line with Charity Commission requirements.

Reserves Policy

The Trustees aim to maintain reserves sufficient to cover planned commitments and a contingency for unforeseen expenses. The current year-end balance of **£8,843.64** meets this policy.

Public Benefit Statement

The Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit. The PTFA's activities directly benefit pupils of Bedford Greenacre Independent School by funding educational resources and enhancing the school environment.

Trustees' Responsibilities Statement

The Trustees are responsible for ensuring that proper accounting records are kept, that accounts are prepared in accordance with the Charity Commission's requirements, and that the charity's funds are applied in line with its objectives.

Signed on behalf of the Trustees,

Chair of Trustees

Kate Tomlinson

Date: 25/01/2026

Treasurer

Lucie Howard

Date: 25/01/2026

Balance Sheet

BGIS PTFA

As at 31 March 2025

31 MAR 2025

Current Assets

Cash at bank and in hand

HSBC Current Account	8,843.64
Total Cash at bank and in hand	8,843.64

Total Current Assets	8,843.64
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Net Current Assets (Liabilities)	8,843.64
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Total Assets less Current Liabilities	8,843.64
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Net Assets	8,843.64
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Capital and Reserves

Current Year Earnings	(14,822.08)
Retained Earnings	23,665.72
Total Capital and Reserves	8,843.64

Profit and Loss

BGIS PTFA

For the year ended 31 March 2025

2025

Turnover

Event Income	16,845.61
Fundraising Income	5,006.96
Other Revenue	10.00
Summer Fayre	2,250.42
Uniform Shop	5,889.81
Winter Fayre	3,186.58
Total Turnover	33,189.38

Cost of Sales

Direct Expenses	268.75
Event Expenses	6,137.17
Just Giving Costs	216.00
SumUp Fees	282.23
Uniform Shop Costs	114.25
Total Cost of Sales	7,018.40

Gross Profit

26,170.98

Administrative Costs

Bank Fees	94.92
Printing & Stationery	74.40
Total Administrative Costs	169.32

Operating Surplus/(Deficit)

26,001.66

Purchases for School

Contributions to Retractable Seating	39,000.00
Items Bought for School	1,742.75
KS1 Santa Presents	80.99
Total Purchases for School	40,823.74

Surplus/(Deficit) For The Year

(14,822.08)



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
BGIS PTFA

On accounts for the year
ended

31.03.2025

Charity no
(if any)

1084130

Set out on pages

(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 / 03 /2025

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

J Selby

Date:

20/01/2026

Name:

Jenni Selby

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

CIMA

Address:	20 Castle Road
	Lavendon
	MK26 4JE

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.