



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	September	2020		31	August	2021

Section A Reference and administration details

Charity name HAGLEY PRIMARY SCHOOL PTA

Other names charity is known by

Registered charity number (if any) 1087543

Charity's principal address HAGLEY PRIMARY SCHOOL
 PARK ROAD
 HAGLEY
Postcode DY9 0NS

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	Emma Downes	Chair		
2	Clair Gahir	Treasurer		
3	Charlotte McAuslan	Vice Chair		
4	Vanessa Payne			
5	Claire Dickenson	Secretary		
6	Amanda Everton			
7	Anna Utsumi			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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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
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Annual election

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.

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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 Hagley Primary School ('the school') 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)

The main activities of the Association are:

- ☐ To raise funds for donation to the school through sponsored events and fun activities for the pupils;
- ☐ To raise funds for donation to the school through events for the parents; and
- ☐ To support the school in key activities and initiatives for the advancement of education of the pupils.

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.

The Association has informal agreements in place with the school to meet certain recurring expenditures, for example:

- ☐ To pay a contribution towards the school / parent text messaging service;
- ☐ To pay for transportation for pupils to attend sporting or music events; and
- ☐ To pay for skills activities such as bike ability and recorders.

In addition, the Association is approached by the school for funding for specific one-off projects. These are debated and approved by the Committee.

As with any Parent Teacher Association, the Hagley Primary School PTA is only able to function due to the participation and contribution of its volunteer members.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During the 2020 – 2021 academic year, the Association operated a significant number of successful fundraising events, such as:

- ☐ An auction;
- ☐ Pupil designed Christmas Cards;
- ☐ Online Parties;
- ☐ Smartie Tube Chores collection
- ☐ Pupil designed Tea Towels;
- ☐ Uniform sales;
- ☐ Bag to School.
- ☐ Spring Raffle
- ☐ A new school lottery
- ☐ Summer Funday and Bounce
- ☐ Light up the Christmas Tree

In conducting these events, the Association was able to raise funds of over £13002 (income from events, less cost of running those events).

A total of £3,426 was spent on regular school requirements such as the following:

- ☐ Text Messaging service (contribution);
- ☐ Contribution to pupil Recorder lessons;
- ☐ Bike Ability;
- ☐ Class Christmas Gifts and Christmas Trees;

In addition, the PTA donated one off amounts to the school to fund various items in the school this included a mural on the outside of school, funding for books to help those with particular reading needs and a new reception playground. In addition we also funded a virtual pantomime for all children to watch whether in school or isolating at home.

Expenses incurred by the Association in its operation are tightly controlled and totalled £647 for PTA UK membership and event insurance and necessary event licenses. In addition this year we bought a new PTA banner to help support events.

In total, the Association realised a net surplus for the period of approximately £13000 and this amount has been added to reserves.

As at 31 August 2021, the Unrestricted funds totals £29,538 of which approximately £8,500 is committed to ongoing regular school requirements for the 2021/ 2022 academic year. It is currently undetermined what the remainder of the unallocated Unrestricted funds will be used to contribute to.

Clearly 2020/2021 was another difficult year for raising funds for the school and saw a similar amount to the prior year, which is a reduction on previous years. This is of course in part due to the global pandemic and the inability to run all of our events such as the regular favourites of the Christmas and Summer fayres, not to mention the parents events such as the annual quiz.

These events add significantly to our funds and we look forward to a time when we can add these back into our annual calendar of events.

Brief statement of the charity's policy on reserves

All of the funds of the Association are held in cash current accounts on the basis that they are held for donation to the school in the short term.

Details of any funds materially in deficit

None

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.

Section F**Other optional information****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)	Emma Downes	Clair Gahir
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date		



Charity Name HAGLEY PRIMARY SCHOOL PTA	No (if any) 1087543
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Receipts and payments accounts

For the period from	Period start date 9/1/2020	To	Period end date 8/31/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Fund Raising Events	13,002	-	-	13,002
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	13,002	-	-	13,002
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	13,002	-	-	13,002
A3 Payments				
Charitable Expenses	12,458	-	-	12,458
School Expenses - Regular Donations	3,426	-	-	3,426
School Expenses - One Off Donations	14,856	-	-	14,856
PTA Expenses	647	-	-	647
Charity Donation	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	31,387	-	-	31,387
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	31,387	-	-	31,387
Net of receipts/(payments)	-	-	-	-
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	28,938	-	-	28,938
Cash funds this year end	28,938	-	-	28,938

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Bank Account	28,938	-
		-	-
		-	-
	Total cash funds	28,938	-
	(agree balances with receipts and payments account(s))	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name
			Emma Downes
			Clair Gahir

CC16a



Last year
to the nearest £

11,468
-
-
-
-
-
-
-
11,468

-
-

11,468

6,923
5,178
11,064
960
480
-
-
-
-
24,605

-
-
-

24,605

-
-
40,623
40,623



**Endowment
funds**
to nearest £

-
-
-
-

OK

**Endowment
funds**
to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval



Charity no1087543
(if any)

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn 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.

Date: 23 / 11 / 21

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

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