



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month September	Year 2021		Day 31	Month August	Year 2022

## 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	Gemma Walmsley	Chair		
2	Natalie Dawes	Treasurer		
3	Stella Gavriel	Vice Chair		
4	Vanessa Payne			
5	Steph Woodall	Secretary		
6	Natalie Price	Media		
7	Lydia Cooper			
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 2021- 2022 academic year, the Association operated a significant number of successful fundraising events, such as:

- ☐ Sporting events (football and Cricket tournament;
- ☐ Adult events (Glitter gala, moms' night and quiz/curry night);
- ☐ Auction;
- ☐ Christmas market
- ☐ Pupil designed Christmas cards and Tea Towels;
- ☐ New and Used Uniform sales;
- ☐ Bag to School.
- ☐ Tuck shops
- ☐ A school lottery
- ☐ Pupil sponsorship event
- ☐ Pupil disco and entertainer
- ☐ Jubilee jingle design a money box

In conducting these events, the Association was able to raise funds of over £40000 (income from events, less cost of running those events).

A total of £????? 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;
- ☐ Usborne books

In addition, the PTA donated one off amounts to the school to fund various items in the school this included our biggest project to date, a brand-new outdoor Play zone situated on the school field.

Funding for books to help those with particular reading needs and another contribution towards equipment in the new reception area. In addition, we also funded a pantomime for year 6 children to watch when their residential trip was postponed in December 2021.

Expenses incurred by the Association in its operation are tightly controlled and totalled £??? for PTA UK membership and event insurance and necessary event licenses. In addition, this year we invested in a much-needed container on the school site which has allowed safe and clean storage of equipment, used uniform and stock supplies for tuck sales as well as much more keeping it all in excellent condition. This container was at a cost of £??? which also included the purchase of industrial shelving for health and safety of retrieving items we need for various events. Since we have had the container we were able to purchase clothes rails for the used uniform sales, making these a much more streamline situation.

Expenses this year have also included the purchase of a gazebo

and extension leads which so far has been used at our footballing event as well as the Christmas market.

In total, the Association realised a net surplus for the period of approximately (difference between raised and spent) and this amount has been added to reserves.

As at 31 August 2022, the Unrestricted funds totals £???? of which approximately £8,500 is committed to ongoing regular school requirements for the 2022/ 2023 academic year. It is currently undetermined what the remainder of the unallocated Unrestricted funds will be used to contribute to.

This year we have been able to get bigger events such as the Christmas market up and running again as 2020/2021 was a difficult year for raising funds due to the global pandemic. We were able to make full use of volunteers as well as getting adult events such as Glitter Gala, quiz and curry night and the mom's night establish again which were not allowed in the previous year. These events add significantly to our funds and we are happy to have them back on 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**

<b>Signature(s)</b>	Gemma Walmsley	Natalie Dawes
<b>Full name(s)</b>	Gemma Walmsley	Natalie Dawes
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Treasurer
<b>Date</b>	6/01/2023	



Charity Name <b>HAGLEY PRIMARY SCHOOL PTA</b>	No (if any) <b>1087543</b>
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## Receipts and payments accounts

For the period from	Period start date 9/1/2021	To	Period end date 8/31/2022
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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 £
<b>A1 Receipts</b>				
Fund Raising Events	40,079	-	-	13,002
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	40,079	-	-	13,002
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	40,079	-	-	13,002
<b>A3 Payments</b>				
Charitable Expenses	-	-	-	-
School Expenses - Regular Donations	4,075	-	-	4,075
School Expenses - One Off Donations	32,460	-	-	32,460
PTA Expenses	9,208	-	-	9,208
Charity Donation	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	45,743	-	-	45,743
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	45,743	-	-	45,743
<b>Net of receipts/(payments)</b>	45,743	-	-	-
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	31,519	-	-	31,519
<b>Cash funds this year end</b>	25,854	-	-	Cross Add Error



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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Bank Account	25,854	-
		-	-
		-	-
	<b>Total cash funds</b>	25,854	-
	(agree balances with receipts and payments account(s))	OK	OK
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
<b>B3 Investment assets</b>			-
			-
			-
			-
			-
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

  

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name
Natalie Dawes		Natalie Dawes
Gemma Walmsley		Gemma Walmsley

**CC16a**



**Last year**

**to the nearest £**

<b>13,002</b>
-
-
-
-
-
-
-
<b>13,002</b>

-
-

<b>13,002</b>
---------------

<b>12,458</b>
<b>3,426</b>
<b>14,856</b>
<b>647</b>
-
-
-
-
<b>31,387</b>

-
-
-

<b>31,387</b>
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-
-
<b>31,519</b>
<b>31,519</b>



**Endowment  
funds**

to nearest £

-
-
-
-

OK

**Endowment  
funds**

to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


Date of  
approval

1/6/2023
<b>1/6/2023</b>



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

HAGLEY PRIMARY SCHOOL PTA

On accounts for the  
year ended

31 August 2022

Charity no  
(if any)

1087543

Set out on pages

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- 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.

Basis of independent  
examiner's statement

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.

Independent  
examiner's statement

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.

Signed:

*Clair Gahir*

Date:

06/01/2023

Name:

Clair Gahir

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

Address:

24 Kinver Drive, Hagley, DY9 0GZ