



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	September	2022		31	August	2023

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	Lydia Cooper	Secretary		
6	Natalie Price	Media		
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20				

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

Name	Dates acted if not for whole year

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.

Summary of the main achievements of the charity during the year

During the 2022– 2023 academic year, the Association operated a significant number of successful fundraising events, such as:

- Football sports event
- Pupils break the rule day
- Smarties earn money for jobs done
- Christmas market
- Pupil designed Christmas cards and Tea Towels;
- New and Used Uniform sales;
- Bag to School.
- Tuck shops
- A school lottery
- Pupil 5K your way sponsorship event
- Pupil disco and entertainer
- Circus summer event

In conducting these events, the Association was able to raise funds of over £27000 (income from events, less cost of running those events).

A total of £7600 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;
- Young voices coaches
- Year 6 end of year books

In addition, the PTA donated one off amounts to the school to fund various items in the school this included our biggest projects for this year, brand-new playground markings and a much-needed set of I pads.

Funding for a sensory area to help those with particular needs and another contribution towards equipment to further finish off reception area. In addition, we also funded a new set of reception nativity costumes in December 2022.

Expenses incurred by the Association in its operation are tightly controlled and totalled £859.55 for PTA UK membership and event insurance and necessary event licenses.

Expenses this year have also included the purchase of a first aid kit which so far has been used at our footballing event as well as the Christmas market and Circus.

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 2023, the Unrestricted funds totals £27500 of which approximately £8000 is committed to ongoing regular school requirements for the 2023/ 2024 academic year. It is currently undetermined what the remainder of the unallocated Unrestricted funds will be used to contribute to.

Section D

Achievements and performance

This year we have been able to get bigger events such as the Christmas market and the circus running again as 2022/2023 was a still a restricted year due to the global pandemic. We were able to make full use of volunteers at every event such as the discos and circus. These events add significantly to our funds and we are happy to have them back on our annual calendar of events.

Section E

Financial review

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

Treasurers Report

September 2023

Natalie Dawes - Treasurer

Income	£	£	£
	Income	Expenditure	Net Income
Football tournament	4,038.00	-1,277.00	2,761.00
Pond funds raised	1,688.00	0.00	1,688.00
Used Uniform (this is also included in other totals)	582.00	0.00	582.00
Auction	2,846.00	0.00	2,846.00
Donation	2,290.98	0.00	2,290.98
Christmas Market	6,679.00	-1,668.00	5,011.00
Bags2school	347.00	0.00	347.00
Christmas Cards	950.00	0.00	950.00
School lottery	1,125.00		1,125.00
Break the rules day	2,100.00		2,100.00
Tuck Hagley park	406.30	-140.58	265.72
5k your way	876.00	0.00	876.00
Disco/entertainer	3,105.40	-1,318.40	1,787.00
Table top event	512.00	-55.00	457.00
Smarties	900.00	-300.00	600.00
Tea Towels	2,150.00	-1,400.00	750.00
New uniform	4,005.00	-3,534.18	470.82
Circus	2,300.00	-280.00	2,020.00
Amazon	190.81		190.81
Raffle	248.40	-100.00	148.40
Total	38,239.89	-10,073.16	27116.73

This year we have raised just over £27000. This is an amazing amount especially considering we have had no adult nights (the quiz and curry was postponed until this academic year)

This total includes the Tea towel total which has still not been paid as there are new orders going onto the invoice so this amount is based on the invoice already received and the amount that has been received from payments. The totals for used uniform and tuck shop is not the complete total for these as these are also included in Christmas market and circus totals. (tuck also included in Disco totals)

The remaining balance should cover annual commitments for the next two years with a surplus that can be allocated to school projects.

School projects and other expenditure			
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Annual expenses funded by PTA

Bikeability	795.00
Xmas presents	735.00
Year 6 books 2022 and 2023	480.50
Texting Service	1,230.00
Coaches for Young voices	1,467.00
Recorders (2 years)	2,980.30
	7,687.80

One off project expenses

Reception costumes	350.00
Sensory area	3,000.00
Ipads	8,000.00
Playground markings	3,448.00
PTA book bags	384.73
Remainder of EYFS promise	1,286.57
	16,469.30

TOTAL SCHOOL EXPENSES			-24,596.60
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PTA expenses

Ink/laminate	104.01
Parentkind membership	140.00
PTA expenses - Insurance	137.70
First aid kit	37.85
Urn	119.99
Other (cups,bands,paper etc)	320.00

TOTAL PTA EXPENSES			859.55
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Reconciliation of cash book

Opening Bank balance	Statement	25,890.71
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Income	37,189.89
Expenses	-10,073.16
Net Income	27,116.73

School events/ projects	-24,596.60
PTA expenses	-859.55
Brought forward items	0.00

Closing Cash Book - 31 August 2023 - Calculated above			27,551.29
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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 2023

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: 20/10/2023

Name: Clair Gahir

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

Address: 24 kinver Drive, Hagley, DY9 0GZ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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