

HOLY TRINITY CE PRIMARY SCHOOL PTA

**UNAUDITED REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021**

REGISTERED CHARITY NUMBER: 1088779

HOLY TRINITY CE PRIMARY SCHOOL PTA

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HOLY TRINITY CE PRIMARY SCHOOL PTA

CHARITY INFORMATION

BOARD OF TRUSTEES

Jennifer Plenty	Chair
Katharine Field	Co-Vice Chair
Jo De Bry	Co-Vice Chair
Laura Dunbar	Treasurer
Rachel Haffenden	Secretary
Laura Henger	Governor Advisor

ADDRESS

Glebe Road
Cuckfield
Haywards Heath
West Sussex
RH17 5BE

CHARITY COMMISSION NUMBER 1088779

INDEPENDENT EXAMINER

GAVIN ATKINS
& 1 GLEBE ROAD
CUCKFIELD
RH17 5BH.

BANKERS

Barclays Bank Plc
The Old Bank, High Street, Lewes BN7 2JP

HOLY TRINITY CE PRIMARY SCHOOL PTA

REPORT OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2021

The Board of Trustees present their report and the financial statements for the year ended 31 August 2021

OBJECTIVES AND ACTIVITIES

The objectives of the PTA is to advance the education of pupils in the school by:

- 1 Developing effective relationships between the staff, parents and others associated with the school;
- 2 Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

ACHIEVEMENTS AND PERFORMANCE

In the year ended 31 August 2021 £29,615 (2020: £41,817) of income was raised of which £32,267 was used to fund purchases and projects in the affiliated school. The most financially significant of these purchases were and outdoor classroom and equipment, forest school sessions, stationary, activities and treats for the children and grounds maintenance. As at the year ended 31 August 2021 the Charity had a healthy cash balance of £37,621 (2020: £40,273) in anticipation of pre-allocated funding for the following financial year and long term funding requirements including the School's 5 year rolling IT budget and outdoor equipment.

FINANCIAL REVIEW

The Charity's financial statements are set out in pages 4 to 9.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Holy Trinity CE Primary School PTA is a charity registered with the Charity Commission for England and Wales. The Charity is governed by its constitution, the current version of which was adopted on 4 November 2008 and amended on 15th September 2009. The PTA members elect the Trustees at the Annual General Meeting. Meetings of the PTA take place at least three times a year. The Treasurer is required to prepare financial statements annually to select suitable accounting policies and apply them consistently as well as making judgements and estimates that are reasonable and prudent.

REFERENCE AND ADMINISTRATIVE DETAILS

Name of Charity: Holy Trinity CE Primary School PTA

Registered charity number: 1088779

Address of principal office: Holy Trinity C of E Primary School, Glebe Rd, Cuckfield, Haywards Heath RH17 5BE.

Approved by the Council Members and signed on their behalf by:

Jennifer Plenty - Chair



Dated: 28th January 2022

HOLY TRINITY CE PRIMARY SCHOOL PTA

Independent Examiner's Report on the Financial Statements

I report on the accounts of the Holy Trinity CE (A) Primary School Parent Teacher Association for the year ended 31st August 2021 which comprises the Statement of Financial Activities, Balance Sheet and related notes.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the 2011 act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the 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 the seeking of any explanations from you as 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:

(1) Which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 386 and 387 of the Companies Act 2006;
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 effective date of 1 January 2015)

have 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.

Signed



GAVIN ATKINS

Date

24/03/22



HOLY TRINITY CE PRIMARY SCHOOL PTA

STATEMENT OF FINANCIAL POSITION
AT 31 AUGUST 2021

£	Note	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020	Variance More/(Less)
INCOMING RESOURCES						
	4	7,826	5,656	13,481	11,302	2,179
From Voluntary Income						
From Charitable Activities	4	10,465	5,665	16,129	30,492	-14,363
From Financial Income	4	-	5	5	23-	-18
		18,290	11,325	29,615	41,817	-12,202
RESOURCES EXPENDED						
Direct Charitable Expenditure	5	2,624	846	3,471	3,958	-487
Events held						
PTA Funding	5	4,823	23,748	28,571	15,583	12,988
Administration costs	5	226	0	226	130	96
		7,673	24,595	32,267	19,671	12,596
Net Incoming/(Outgoing) Resources before transfers		10,617	(13,269)	(2,652)	22,146	-24,798
Transfers between funds		(7,475)	7,475	-	-	0
Funds brought forward 1 September 2020		4,127	36,146	40,273	18,127	22,146
Funds carried forward 31 August 2021		7,269	30,352	37,621	40,273	-2,652

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HOLY TRINITY CE PRIMARY SCHOOL PTA

STATEMENT OF FINANCIAL POSITION
AT 31 AUGUST 2021

£	2021	2020
CURRENT ASSETS		
Debtors and prepayments	-	-
Cash at bank and in hand	37,621	40,273
6	<u>37,621</u>	<u>40,273</u>
CURRENT LIABILITIES		
Creditors: amounts falling due within one year	-	-
NET ASSETS	<u>37,621</u>	<u>40,273</u>
FUNDS OF THE CHARITY		
Unrestricted Funds	7,269	4,127
Restricted Funds	30,352	36,146
	<u>37,621</u>	<u>40,273</u>

Approved by the Board of Trustees on
and signed on its behalf by:

 -Chair

28th January 2022

HOLY TRINITY CE PRIMARY SCHOOL PTA
Notes to the Financial Statements
For the year ended 31 August 2021

STATUTORY INFORMATION

Holy Trinity CE (A) Primary School is a charity registered in England and Wales, limited by guarantee. The Charity's registered number and address can be found on the Information page.

STATEMENT OF COMPLIANCE

These financial statements have been prepared in accordance with the provisions of the Charities SORP (FRS 102) (effective date January 2015) in so far as they apply to small entities.

ACCOUNTING POLICIES

Accounting basis and standards

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards, the Charities (Accounts and Reports) Regulations 2008 and Statement of Recommended Practice "Accounting and Reporting by Charities" 2005 and the Charities Act 2011 and the Charities SORP (FRS 102)

Recognition of Incoming resources

These are included in the Statement of Financial Activities when the Charity becomes entitled to the resources, the Trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and Donations are only included in the Statement of Financial Activities when the Charity has unconditional entitlement to the resources.

Donations and legacies

Voluntary income includes donations and legacies, fundraising income and is included in full in the period in which it is receivable.

Tax reclaimed on donations and gifts

Incoming resources from gift aid claims are included in the Statement of Financial Activities at the same time as the income to which they relate.

Restricted and unrestricted funds

The Statement of Financial Affairs distinguishes between restricted and unrestricted funds. The former are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions. They include those freely available to the Charity for expenditure or appropriation to reserves for internally designated purposes. The same basis is used for accounting for income in each of these funds.

Expenditure and liabilities

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

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HOLY TRINITY CE PRIMARY SCHOOL PTA
Notes to the Financial Statements
For the year ended 31 August 2021

4 Incoming Resources

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
£	£	£	£	£
Voluntary Income				
Outdoor Classroom Grants		4,300	4,300	11,797
Lund Fund		0	0	2,810
Voluntary Contributions	6,350	1,356	7,706	12,486
Co-op community fund	576		576	1,971
Easy Fundraising	106		106	408
Amazon Smile	524		524	111
Other Donations	270		270	909
Total Voluntary Income	7,826	5,656	13,481	30,492
Charitable Events				
Mayors Procession	2,000		2,000	500
Christmas Shopping	1,910		1,910	2,062
Christmas Trail	951		951	4,889
Christmas Cards	750		750	650
Easter Event	777		777	
Bag2School	456		456	
Raffle	3,075		3,075	
Cake Competition	260		260	
Uniform Sale	90		90	
Sponsored Run		5,665	5,665	731
Bonfire Night				1,746
Cake Sales				724
Other	196		196	
Total Charitable Events	10,465	5,665	16,129	11,302
Interest		5	5	23
Total Money Raised	18,290	11,326	29,616	41,817

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HOLY TRINITY CE PRIMARY SCHOOL PTA
Notes to the Finalcial Statements
For the year ended 31 August 2021

5 Resources Expended
£

Unrestricted Funds **Restricted Funds** **Total Funds**
2021

Total Funds
2020

Charitable Activities
Outdoor Classroom
Stationary
Panto
Forest School
Power Of Reading Books
Grounds
Sussex Wildlife Trust Teacher Training
Contributions to Activities
House Treats
Lund Fund
Thank You Gifts
Outdoor Play Equipment
Opera Brava
Other
Total Charitable Activities

£	£	£
	21,576	21,576
900		900
865		865
	1,320	1,320
427		427
763		763
	750	750
852		852
324		324
451	102	553
242		242
		-
		-
		-
4,823	23,748	28,571

£
300
880
2,316
1,803
781
2,447
117
2,708
1,134
1,750
366
14,602

Events Held
Christmas Shopping
Christmas Trail
Raffle
Easter Event
Cake Sales (money to school)
Other
Total Events Held

1,755		1,755
232		232
595		595
43		43
	846	846
		-
2,624	846	3,471

1,722
874
981
1,362
4,939

Governance
PTA Administration & Expenses
Total Governance

226		226
226	0	226

130
130

TOTAL	7,673	24,596	32,267
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19,671

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HOLY TRINITY CE PRIMARY SCHOOL PTA
Notes to the Financial Statements
For the year ended 31 August 2021

6 Bank and Cash	Unrestricted Funds	Restricted Funds	Total Funds
			2021
Bank Deposit Account	0	17,057	17,057
Bank Current Account	7,199	13,295	20,494
Cash in hand	70	0	70
	7,269	30,352	37,621
			2020
			24,653
			15,550
			70
			40,273

7 Restricted Funds	1 September 2020	Accounting	Outgoing	31 August 2021
	£	£	£	£
IT Equipment	5,011	3,000		8,011
Long term fund	3,877	3,000		6,877
Contingency	1,000			1,000
Forest school and Grounds' projects	1,320		(1,320)	-
Forest School Teacher Training	420	730		1,150
Sussex Wildlife Trust Training		750	(750)	-
Outdoor classroom	17,646	5,656	(21,576)	1,725
Lund fund	102		(102)	0
Cake Sales	846		(846)	-
Outdoor Play Equipment		5,665		5,665
Year Group Wishlists	5,924	0	0	5,924
	36,146	18,800	(24,594)	30,352

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