

# **Friends of Yenton Primary School**

## **Trustee Report.**

Year end 31/03/2023

Chair - Madeline Woodcock

Treasurer - Kerry Hemus

Secretary - Emma Bicknell

Other active members

Carol Kler

Abbi Moorhouse

Samantha Cole

Hardeep Spiers

Vicky Ward

All parents who attend the school are all members of the PTFA and are welcomed to all events - whether that be to help out or do things behind the scenes.

### **Objectives**

To put on fun events for the children of Yenton Primary School, then money raised goes towards extras for all year groups that can't be bought out of the school budget.

### **Safeguarding**

The PTFA adhere to all the safeguarding of the school and put extra measures in place for events. Some members of the PTFA have Volunteer DBS's. Anyone not DBS checked always has to stay with a member of the PTFA who is DBS checked, for the safety of all children.

### **Finance**

See attached sheet for breakdown of monies in and out for the year.

This also has an independent examiner report which is attached.

**Friends of Yenton Primary School**

**Summary Accounts for April 2022 - March 2023**

<b>Event</b>	<b>Profit / Loss</b>
Tuck/sesonal events	£5,162.56
Halloween Disco	£2,644.25
Disco	£1,997.11
<b>DJ cost x2</b>	<b>-£600.00</b>
Xmas takings	£3,412.55
<b>Tuck/sesonal events costs/disco/xmas</b>	<b>-£8,890.96</b>
<b>Uniform costs</b>	<b>-£17,898.95</b>
Uniform takings	£14,133.29
<b>Total</b>	<b>-£40.15</b>

<b>Payments</b>	
Parentkind	-£128.00
Bankcharges	-£27.80
Hot water urns	-£175.80
Reception new intake books	-£92.00
Tshirts - behaviour treat	-£754.85
Year 6 big bash - hancocks	-£223.84
Theatre	-£799.00
The works - behaviour treats	-£157.50
Year 6 big bash - pizza	-£95.84
	<b>-£2,454.63</b>

Income £28,540.06

Payments/totla outgoings £31,034.84

Profit/loss for year through events -£2,494.78

Payments/totla

Profit/loss for y

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Total

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-£2,494.78

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Total

£3500 worth of uniform in stoc  
£2000 worth of gifts/tuck items  
£2000 worth of xmas items

outgoings                -£2,454.63

ear through eve        -£40.15

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-£2,494.78

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/ members of

Charity Name

Friends of Yenton Primary School

On accounts for the year ended

31/03/2023

Charity no (if any)

1090754

Set out on pages

(remember to include the page numbers of additional sheets)

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 /2023.

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

E Green

Date:

19/06/2024

Name:

Emma Green

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

AAT Level 4 Qualified

IER

125 Ulverley Green Road

Solihull

B92 8AJ

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight 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.**

Advised to present the summary of information in a different format to show balance brought forward and balance carried forward.

It came to light that MW has paid for much of the stock from her own personal account. This was due to the lack of money in the account.

She can provide receipts for all items listed. She has then paid herself back from the cash that has been taken from the various PTA events held.

I have advised MW that she needs to annotate the accounts to show which of the payments she has paid for herself, attach the receipts that make up this amount and the highlight the corresponding cash receipts that she has used to pay back these payments.

Going forward they need to have a system in place where all payments and receipts go through the PTA account so there is a corresponding record.

All cash taken MUST be witnessed and recorded by a second person and banked into the PTA bank account.