



BPTA Boxgrove Parent Teacher Association

ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2021

CHARITY NUMBER : 1095629



BPTA Boxgrove Parent Teachers Association

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2021

Charity Number: 1095629

Address Boxgrove Primary School
Boxgrove Lane
Guildford
Surrey GU1 2TD

Trustees Kristi Hanna (Shared Chair)
Zoe Kollov (Shared Chair)
Pareesha Dos Santos (Secretary)
Deborah Morton (Treasurer)

Structure, Governance and Management

The Charity is an association which is governed by a constitution. The trustees are elected by the committee.

Objectives and Activities

The objective of the charity is to raise funds for Boxgrove Primary School to enable them to purchase equipment etc. that they may require. Fund raising activities include; Summer Fair, Quiz Night, Christmas Fair, Summer BBQ, and School Disco.

Activities and Performance

During the year the money raised has been used to purchase iPads, Music and Maths resources, reading scheme books, SEN books and books for Year 3 to Year 6, outdoor learning materials and football resources.

Financial Review

All fundraising activities undertaken have been profitable. The charity's policy on reserves is to accumulate them until such time as the required amount is reached for a particular project, at which point the reserves are used to finance that project. The charity had no reserves in deficit during the year ended 31 August 2021.

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Trustees Kristi Hanna

10.05.22Date



BPTA Boxgrove Parent Teachers Association

CHARITY NO. 1095629

REPORT TO THE TRUSTEES ON THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021 SET OUT ON PAGES 3 TO 5

I report to the trustees on my examination of the accounts of Boxgrove Parent Teachers Association (BPTA) for the year ended 31 August 2021, which are set out on pages 3 to 5.

Responsibilities and basis of report

As the charity trustees of BPTA you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

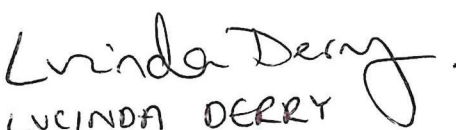
I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 
Name: LUCINDA DERRY

Relevant professional qualification or membership of professional body (if any):

CIPFA 00023656

Address: HEATH HOUSE, 37 GARGHILL, GUILDFORD, GU1 1XF

Date: 6 MAY 2022



BPTA Boxgrove Parent Teacher Association

Receipts for the year ended 31st August 2021

	2020/21 £	2019/20 £	2018/19 £
RECEIPTS			
Profits from Fund raising			
Stripe	4637.70		
Christmas Fair	0.00	7034.10	5288.56
Raffle tickets	0.00	1654.49	1694.23
Christmas Card Sales	1181.69	1181.53	1,053.48
Christmas Hampers	-13.98		
Quiz Night	-1165.45	1710.00	2,228.53
Summer Fair	0.00	0.00	9,627.47
Summer raffle & bounty bags	1092.20	0.00	
Summer Silent Auction	0.00	0.00	
Happy School Bag	1037.60	477.60	1,092.00
Family BBQ	0.00	0.00	2,387.42
Happy Circus	0.00	554.00	84.00
Comedy Night	0.00	0.00	-
School Disco	0.00	1400.00	1,616.83
Virgin Money	5348.62	765.50	2,076.80
Fun Run	100.00	1580.42	2,879.26
Luke Bishop - Lands End to John O'Groats	0.00	0.00	
Summer Cycle 2021	39.50	0.00	
Paint & Prosecco	0.00	310.44	
Balloon Racing	164.21	549.55	
Dog Show	0.00	-43.01	
Easy Fundraising	237.79	403.67	503.56
School Lottery	1794.20	1419.70	560.10
Amazon Smile	277.29	243.20	18.60
My Nametags	23.00	122.00	91.00
Merrow savouries	106.50		
Gin Hampers	-355.55		
Mini Bakers	-164.13		
Mufti	1051.76		
Easter Treasure Hunt	-14.88		
Advertising PTA website	0.00		
Summer Silent Auction	0.00		
	15378.07	19363.19	31,033.84
Other income			
Donations from individuals and companies	402.72	42.50	500.00
Grant	8398.10		
Net Movement for school uniform	3058.84	- 1,366.83	3,854.82
Profit for the year from sale of uniform shop transferred to BPTA account	-	-	-
	11859.66	-1,324.33	4,354.82
			Movements in Uniform shop
Total profit	27237.73	18,038.86	35,388.66
Note 1:			
Receipts less payments		-1,366.83	3,854.82
Money to be transferred to PTA from previous year's profit		0.00	0.00
Unexplained difference		0.00	0.00
		-1,366.83	3,854.82



BPTA Boxgrove Parent Teacher Association

Payments for the year ended 31st August 2021

	2020/21 £	2019/20 £	2018/19 £
PAYMENTS			
Purchases for School and charitable donations			
Class donations	726.46	1,061.35	-
General school donation	73.29	-	1,000.00
Sponsorship of school focus weeks	775.00	-	-
Year 6 Donations	875.00	3,293.78	200.00
Allotment project		-	300.00
Christmas lunch donation	1,368.60	16.59	158.25
Shed		-	8,600.00
Reading books Yr3-6		474.51	-
Reading books YrR-2	2,335.00	-	781.40
Reading Scheme Books		954.41	-
Boards x3		-	6,234.00
SEN Books/SENco	560.00	1,616.98	159.00
Dictionaries		-	133.98
Outdoor Learning	5,013.56	0.00	850.00
Dual Language Books		0.00	111.60
School football resources		649.09	-
School netball bibs and equipment		-	323.83
Music resources		2,273.60	-
Maths resources	700.00	1,403.39	-
Year Group Class Readers		1,324.99	-
Cursive Handwriting provision		104.25	-
Ecoracing - Schools Out Race		63.00	-
KS1 playground		2,751.88	-
ICT equipment	8,595.84		
Hardship fund		-	-
Charity donations		-	-
	21,022.75	15,987.82	18,852.06
General expenditure			
Sundry Expenses	38.55	220.62	826.60
NCPTA subs/insurance	442.99	122.00	117.00
General Events Code		336.16	20.00
Year 6 Leavers	1,707.52		
Refund quiz money 19/20			
Gifts for staff and parent volunteers including Xmas gifts etc.	233.29	-	113.25
Fundraiser (Eclipse Fundraising)	11,100.00		
Unexplained difference	0.03	-	-
	13,522.38	678.78	1,076.85
Total payments	34,545.13	16,666.60	19,928.91

BPTA Boxgrove Parent Teacher Association

ASSETS AND FUNDS

	2020/2021 £	2019/20 £	2018/19 £
BALANCE OF ACCOUNTS AS AT 31 AUGUST 2020	62,603.44	61,231.18	45,771.43
Receipts	27237.73	18,038.86	35,388.66
Less Payments	34545.13	16,666.60	19,928.91
	55296.04	62,603.44	61,231.18
BALANCE OF ACCOUNTS AT 31 AUGUST 2021			
Current A/C	46168.77	56,535.01	53,795.92
Uniform current account	9047.27	5,988.43	7,355.26
Petty cash	80.00	80.00	80.00
	55296.04	62,603.44	61,231.18
Designated funds			
Focus weeks		-	-
Annual class donations	1,050.00	1,050.00	1,050.00
School general donation	1,000.00	1,000.00	1,000.00
IT equipment	5,000.00	5,000.00	5,000.00
Outdoor learning equipment	2,000.00	2,000.00	2,000.00
KS1 playground projecct	20,000.00	20,000.00	20,000.00
General Fund	26246.04	33,553.44	32,181.18
	55296.04	62,603.44	61,231.18

HSBC Main PTA Bank account

Summary reconciliation:

Opening balance	56,535.01
Total receipts	29,666.22
Petty Cash	0.00
Total payments	40,032.46
Closing balance per cash book	46,168.77
Brought forward balance 01/09/2020	56,535.01

Main Account Receipts and Payments 2020/21

Event	Receipts	Payments	Profit/loss
Fundraising			
Quiz	19.55	1,185.00	-1,165.45
Xmas fair/Hampers	0.00	13.98	-13.98
Xmas Raffle Tickets	0.00	0.00	0.00
Xmas Cards	4,465.10	3,283.41	1,181.69
Merrow Savouries	106.50	0.00	106.50
Summer Raffle/bounty bags	1,446.58	354.38	1,092.20
Family BBQ	0.00	0.00	0.00
Gin Hampers	20.00	375.55	-355.55
School Disco	0.00	0.00	0.00
Virgin Money	5,348.62		5,348.62
Balloon Race	260.21	96.00	164.21
School Lottery	1794.20	0	1794.2
Fun Run	100	0	100
Mini Bakers Magazine		164.13	-164.13
Stripe receipts	4,637.70		4637.7
General Events Code	0.00	14.88	-14.88
Summer Cycle	39.50		39.50
Mufti	1,051.76		1,051.76
Other income			
Happy School Bag	1,037.60		1,037.60
School uniform profit	0.00		0.00
My Nametags	23.00		23.00
Easy Fundraising	237.79		237.79
Amazon Smile	277.29		277.29
Donations (Pub, Café B, & Stroud)	402.72		402.72
Betty Riseley Trust	8,398.10		8,398.10
Purchases			
Staff and Other Gifts		233.29	-233.29
Year 6 leavers		1,707.52	-1,707.52
School Fund		21,022.78	-21,022.78
Guildford BC - Gambling Insurance		20.00	-20.00
PTA Insurance DD		422.99	-422.99
Eclipse Fundraising		11,100.00	-11100
General PTA expenses		38.55	-38.55
Charity donations		0.00	0.00
Bank Charges		0.00	0.00
Total main account	29,666.22	40,032.46	-10,366.24

FUNDS TRANSFERRED TO BOXGROVE SCHOOL 2020/21

Autumn Term

Autumn Term

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Cheque no</u>
17/12/2020	Flat disc markers	626.93	102202 £2886.37
	Christmas crackers	231.84	
	Number Stacks	700	
	Christmas chocolate/lollies/wrapping paper (Santa visit)	961.76	
	Panto Online	175	
	Microphone x2 SLT	31.64	
	Microphone x9 Year Groups	159.2	

Spring Term

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Cheque no</u>
19/04/2021	Zones of Regulation (SENCo)	560.00	102215 £1823
	Early years 'Magic Garden' for Reception (£1263.00)		
	Water Play	75.50	
	Sand/water tables	209.36	
	Water wall	122.89	
	Play trays and construction set	99.85	
	Mud kitchen	591.45	
	Road safety kit	163.95	

Summer Term

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Cheque no</u>
27/07/2021	30 ipads/30 cases/1 charging trolley	8,405.00	102229 £16171.27
	Early years magic garden for Reception		
	Wicker house	301.20	
	Year 2 - Outside area (£704.33)		
	2x 8 seater tables	483.34	
	2x Storage boxes	136.00	
	Sand pit	84.99	
	Year 1 - Outdoor physical activity equipment (£978.60)		
	Playtime resource kit	162.00	
	Large outdoor mat	198.95	
	Outdoor play equipment	617.65	
	Flag - replacement school flag	73.29	
	£150 donation per year group		
	Year 1 - Raggy productions - Pirate activities - Pizza ingredients	104.25	
	Year 4 - Resources	47.35	
	Year 6	97.26	
	Summer term arts week (£100 per YG + £300 for AB display)		
	Reception	76.91	
	Year 1	30.80	
	Year 2	78.59	
	Year 3	81.92	
	Year 4	135.32	
	Year 5		
	Year 6	74.06	
	Reading at home KS1	1,860.00	
	Supporting phonics EYFS/KS1		
	RWI Online	225.00	
	E-Books	250.00	
	Years 3-6 Summer bonanza filming (Celebration of learning)	775.00	
	Years 6 Leavers Filming of celebrations	875.00	
	Early Years Sensory Garden - Outdoor equipment for Early Years	997.39	
Total		20,880.64	



BPTA Boxgrove Parent Teacher Association

STATEMENT OF PROFIT AND LOSS ON SCHOOL UNIFORM

	2020-2021	2019-2020 Covid 19
	TOTAL	1Sept 2019 - 11Sept2020
Sales	19,226.19	12,369.25
Cost of sales		
Opening stock	9,981.96	7,652.86
Purchases	12,167.35	11,162.26
	22,149.31	19,015.12
Less: Closing stock	7,069.83	9,981.96
Add remaining write off old stock to less than cost		
COGS	15,079.48	9,033.16
Profit	4,146.71	3,336.09
Profit % on sales	22%	27%
excluding stock write off	22%	27%
Carrying value of old logo stock within closing stock is £xx		
Sales		
Cash in tin not banked at start of period	-286.46	-89.35
Bankings	19,226.19	12,155.95
Uniform in office not paid for		0.00
Uniform in office not paid for		-124.00
Revenue relating to stock sold 1-11Sept 2020	0.00	0.00
Reverse out for period to Aug 2020		53.47
Expenses reimbursed out of cash (see below)		0.00
Items sold to school at cost		-9.48
Stock given away as gifts (for free)		0.00
offset against school payment		89.35
Nicki Woodward not paid for	286.46	89.35
Cash in box at end of period	19,226.19	17,874.22
Total sales (as above)		17,874.22
Purchases		
O/s invoice at start	12,024.85	-9,423.44
Payments	142.50	-3,029.14
Customer refunds		-1,457.90
bank credit		-4,936.40
Expenses - stationery receipt reimbursed		-6.90
PTA transfer		-46.57
write offs		-3,000.00
o/s credit notes		-18.19
O/s invoice end of period		0.00
outstanding debt		-3,189.85
stock paid for in advance		0.00
stock paid for in advance		0.00
		-301.50
		-15,977.35
	12,167.35	-15,162.26
Profit reconciliation		
Bank	9,047.27	7,355.26
Float	286.46	89.35
Stock	7,069.83	7,652.86
Uniform unpaid for (debtor)		0.00
Revenue relating to stock sold 1-11Sept 2020	0.00	4,298.15
Reverse out for period to 31 August 2020	0.00	-4,298.15
Credit note owed		-18.19
Stock given away as gifts (for free)		-9.48
rounding / error	-27.67	-2.58
payment for stock received in previous term		0.00
Stock not received but paid for		1,623.29
Stock not received but paid for		0.00
Less expenses owed	0.00	-6.90
Total closing net assets	16,375.89	16,893.09
Opening net assets	16,229.18	11,691.72
Less profit to PTA	4,000.00	4,000.00
Cumulative profit generated YTD	4,146.71	3,336.09

	2018/19			
	TOTAL	Summer Term	Spring Term	Autumn Term
	17,874.22	8,083.70	2,002.22	7,788.30
	7,546.36	10,679.26	10,510.77	7,546.36
	12,977.35	3,054.23	1,457.90	8,465.22
	20,525.71	13,733.49	11,968.67	16,013.58
	7,652.86	7,852.86	10,679.26	10,510.77
	12,672.85	5,880.63	1,289.41	5,502.81
	5,201.37	2,203.07	712.81	2,285.49
	29%	27%	36%	29%
	29%	27%	36%	29%
	-36.67	-47.95	-77.25	-36.67
	17,901.55	8,035.40	2,041.00	7,825.15
	0.00			
	-124.00			-124.00
	0.00	6.90		46.57
	53.47			0.00
	0.00		-9.48	0.00
	0.00	89.35	47.95	77.25
	89.35	8,083.70	2,002.22	7,788.30
	17,874.22			
	-9,423.44	-3,029.14	-1,457.90	-4,936.40
	-53.47	-6.90		-46.57
	-3,000.00			-3,000.00
	-9.09	-18.19		9.10
	0.00			0.00
	-3,189.85	0.00		-3,189.85
	0.00	0.00		0.00
	-301.50			-301.50
	-15,977.35	-3,054.23	-1,457.90	-11,465.22
	7,355.26	7,355.26	3,972.29	3,389.19
	89.35	89.35	47.95	77.25
	7,652.86	7,852.86	10,679.26	10,510.77
	0.00			
	-18.19	-18.19		
	-9.48	-2.58	-9.48	
	0.00	1,623.29		
	0.00	-6.90		
	16,893.09	16,893.09	14,690.02	13,977.21
	11,691.72	11,691.72	11,691.72	14,691.72
	5,201.37	5,201.37	2,998.30	3,000.00
				2,285.49

	2017/18			
	TOTAL	Summer Term	Spring Term	Autumn Term
	15,219.18	8,436.50	1,884.01	4,898.67
	6,825.31	7,355.49	8,167.68	6,825.31
	11,926.45	6,555.45	487.50	4,873.50
	18,751.76	13,920.94	8,655.18	11,698.81
	7,546.36	7,546.36	7,355.49	8,167.68
	11,203.40	6,372.58	1,299.69	3,531.13
	4,015.78	2,063.92	584.32	1,367.54
	26%	24%	31%	28%
	26%	24%	31%	28%
	-32.99	-33.67	-52.66	-32.99
	15,039.50	8,309.50	1,893.00	4,837.00
	24.50	24.50		32.00
	0.00			0.00
	20.00		10.00	10.00
	0.00			
	0.00			
	99.50	99.50	33.67	52.66
	36.67	8,436.50	1,884.01	4,898.67
	15,219.18			
	-12,250.35	-4,517.65	-4,146.80	-3,585.90
	-10.00		-10.00	
	-3,000.00			-3,000.00
	0.00	-9.10		41.50
	0.00			0.00
	0.00		1,329.10	-1,329.10
	0.00			
	0.00	-2,340.20	2,340.20	
	301.50	301.50		
	-14,926.45	-6,565.45	-487.50	-7,873.50
	3,500.44	6,890.29	2,898.44	5,152.24
	36.67	36.67	33.67	52.66
	7,546.36	7,546.36	7,355.49	8,167.68
	124.00	124.00		
	-9.10	-9.10		
	0.00			
	0.00			
	0.00		2,340.20	-1,329.10
	3,189.85	301.50		
	301.50			
	0.00			
	14,691.72	14,691.72	12,627.80	12,043.48
	10,675.94	10,675.94	10,675.94	13,675.94
	4,015.78	4,015.78	1,951.86	3,000.00
				1,367.54