



The Priory School PTA
Trustees' Annual Report and Accounts
for the year ended 31 August 2025



Trustees' Annual Report

for the period

From (start date) to (end date)

Section A

Reference and administration details

Charity name

The Priory School PTA

Other names the charity is known by

Registered charity number (if any)

Charity's principal address

The Priory Primary School

Pamber End

TADLEY

Postcode

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	Preet Singh	Chair	Appointed as Chair on 18/09/25; Trustee since 25/09/24	AGM or PTA Committee
2	Rachel Farrow-Gent	Co-Chair	Resigned as Chair on 18/09/25; continues to serve as a Trustee	
3	Hollie Vivian	Co-Chair & Co-Treasurer	Resigned on 31/08/25	
4	Jennifer Price	Secretary	Resigned as Secretary on 18/09/25; continues to serve as a Trustee	
5	Keely Tood	Co-Treasurer	Appointed as Treasurer on 18/09/25; Trustee since 25/09/24	AGM or PTA Committee
6	Laura Clarke	Co-Treasurer	Appointed as Treasurer on 18/09/25	AGM or PTA Committee
7	Katarina Mingacova	Co-Treasurer	Resigned on 31/08/25	
8	Andrew Mead		Appointed on 18/09/25	AGM or PTA Committee
9	Anne Crane			
10	Charlotte Clint		Resigned on 31/08/25	
11	Claire Jeavons			
12	Danielle Mead		Appointed on 18/09/25	AGM or PTA Committee
13	David Cripps			
14	Deborah Gordon			
15	Dr Frances Sheehan		Appointed on 18/09/25	AGM or PTA Committee
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17	Emily Taylor			
18	Helen Forbes		Appointed on 25/09/24	AGM or PTA Committee
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22	Natalie Beldom		Resigned on 31/08/25	
23	Paul Holloway		Appointed on 18/09/25	AGM or PTA Committee
24	Shelley Thomson		Appointed 25/09/24 & Resigned on 18/09/25	AGM or PTA Committee
25	Stacey Moody		Appointed 25/09/24 & Resigned on 18/09/25	AGM or PTA Committee
26	Taryn Byett		Appointed on 25/09/24	AGM or PTA Committee
27	Teri Heathcote		Appointed on 25/09/24	AGM or PTA Committee

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

Name	Dates acted if not for whole year

Section A**Reference and administration details (continued)**

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document
(eg trust deed, constitution)How the charity is constituted
(eg trust, association, company)Trustee selection methods
(eg appointed by, elected by)

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.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The object of the association is to advance the education of the in the school in particular by:</p> <ol style="list-style-type: none"> 1. Developing effective relationships between staff parents and other associated with school; 2. 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)	<ul style="list-style-type: none"> - Operating a fundraising lottery the 'Two Hundred Club' - Autumn School Disco - Christmas Party & Christmas Raffle - Easter Event - Colour Run - Summer Fair & Summer Raffle - Collecting of donations/sponsorships - New uniform and second-hand uniform sales <p>All trustees have read and adhere to the public benefit guidance.</p>
Additional details of objectives and activities (optional information)	<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • policy programme related investment; • contribution made by volunteers.
Section D	Achievements and performance
Summary of the main achievements of the charity during the year	<p>Throughout the year, the PTA has raised essential funds to support various initiatives, including:</p> <ul style="list-style-type: none"> - The annual standard contribution for our enriching trips and events programme - A memorable Science Day for the entire school - Engaging Samba workshops and music ensembles for all students - Coram Life Education subscription and workshops - Funding for new equipment and enhancement of the arts and crafts provision in the Reception year classroom <p>In addition to raising funds, the PTA has organised numerous events that bring our community together and foster connections throughout the year.</p> <p>One of the standout events this year was the Colour Run. This brilliant, inclusive community event truly embodied our school value of Unity and created lasting memories for all who participated.</p>

Section E**Financial review**

Brief statement of the charity's policy on reserves

Minimal reserves are held to provide working capital for organising future events, and as a lag between fundraising and fund expenditure. The amount of reserves held stands at £1,500.

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)



Full name(s)

PREETY SINGH

Position (eg Secretary, Chair, etc)

CHAIR

Date

06 01 2012

The Priory School PTA Treasurer's Annual Report

This report is for the financial year from 1 Sep 2024 to 31 Aug 2025

The PTA accounts attached to this report have been prepared on a receipts and payments basis.

Opening Balance

The opening cash and bank balance at the start of the financial year was £17,571.

Funds raised

Throughout the year, the PTA successfully raised £10,466 from our main fundraising activities, marking an increase of £3,435 compared to the previous year.

The breakdown of funds raised is as follows:

- PTA 200 Club	£1,032
- Autumn School Disco	£896
- Christmas Party /Raffle/Cards	£3,526
- Easter Event	£1,096
- Colour Run	£1,009
- Summer Fair/Raffle	£2,907

Our new events, the Autumn School Disco and Colour Run, have been particularly successful, generating a total of £1,905 and enhancing our school community spirit. In addition, we successfully re-launched the PTA 200 Club, generating a total of £2,064. We allocated £1,032 to our prize pot, while retaining the remaining £1,032 within the PTA's funds.

We also generated additional income through various sources:

- Randalls House Sale Sponsorship	£1,400
- Parent Donations/Payroll Giving	£613
- The Oaks Donation	£1,200
- Bag2School commission	£91
- Second-hand uniform sale	£287
- Asda's Cashpot	£69
- easyfundraising	£62
- Stickerscape	£3
- Sports Day Refreshments	£37
	<hr/> £3,762

Total raised from these additional fundraising activities exceeded last year's efforts by £1,959. This success was largely due to generous donations from Randalls and The Oaks. While the Randalls House Sale Sponsorship rose by £1,000 compared to last year, it is worth noting that the Bag2School commission saw a decline of £419.

For our new uniform sales, we reported a surplus of £3,550 which is considerably higher than last year. However, we still have an outstanding invoice of £2,100 for the uniforms delivered in the summer term, which is currently under dispute.

Expenditure

Our running costs for the year amounted to £818, which included:

- WIX Website	£278
- Lottery Licence	£20
- Parentkind membership	£162
- PTA Leaving Gifts	£133
- PayPal and Stripe Fees	£225

Additionally, the PTA made a donation of £300 towards the Y6 leavers' party, consistent with our tradition. Furthermore, we directly funded a Science Day costing £500, purchased additional gazebos for £792 and acquired a candy floss machine for £189.

Support for the School

From the PTA funds, we provided a total of £7,454 to support various school initiatives, detailed as follows:

- Panto	£899
- Trips & Visitors	£3,546
- 1st Aid Training	£430
- Coram Life Education	£1,035
- Arts/Drama/Music Experiences	£450
- YrR Class Equipment/Arts & Crafts Provision	£1,094

Overall Position

The net movement in our funds for the year resulted in an increase of £7,725, leaving us with a closing cash and bank balance of £25,296. Please note that there are some expected transactions related to the academic year 2024-25 that have not yet been received and paid, which will decrease the cash and bank balance by £2,131.

As part of our reserve policy, we maintain a working capital reserve of £1,500 to facilitate the planning of future events and cover operational costs. Our unused approved funds for the 2024-25 academic year stand at £5,277, providing us with available funds for future spending totaling £16,388.


The Priory School PTA
Charity registration number: 1096169
Receipts and payments account
for the year ended 31 August 2025

	1/09/2024 to 31/08/2025			1/09/2023 to 31/08/2024	Variance	
Description	Income	Costs	Net Surplus/(Deficit)	Net Surplus/(Deficit)	Yr on Yr variance	Yr on Yr variance
	£	£	£	£	£	%
PTA 200 Club	2,064	(1,032)	1,032	-	1,032	-
Autumn School Disco	896	-	896	-	896	-
Christmas Party	2,192	(748)	1,444	1,179	265	22%
Christmas Cards	267	-	267	293	(26)	-9%
Christmas Raffles (Grand & Bottle Tombola)	1,815	(250)	1,565	1,085	480	44%
Randalls - Donation	250	-	250	250	-	0%
Subtotal for Christmas Fundraising	4,524	(998)	3,526	2,807	719	26%
Family Games Night	-	-	-	401	(401)	-100%
Easter Event	988	(142)	846	918	(72)	-8%
Randalls - Donation	250	-	250	250	-	0%
Subtotal for Easter Fundraising	1,238	(142)	1,096	1,168	(72)	-6%
Colour Run	1,322	(863)	459	-	459	-
Colour Run Sponsorship	550	-	550	-	550	-
Colour Run Gift Aid	-	-	-	-	-	-
Subtotal for Colour Run Fundraising	1,872	(863)	1,009	-	1,009	-
Summer Event	2,677	(883)	1,794	1,695	99	6%
Summer Raffle	1,113	(250)	863	710	153	22%
Randalls - Donation	250	-	250	250	-	0%
Subtotal for Summer Fundraising	4,040	(1,133)	2,907	2,655	252	9%
Subtotal for Main Fundraising Activities	14,634	(4,168)	10,466	7,031	3,435	49%
Randalls House Sale Sponsorship	1,400	-	1,400	400	1,000	250%
Parent Donations	613	-	613	520	93	18%
The Oaks Donation	1,200	-	1,200	-	1,200	-
Bag2School commission	91	-	91	510	(419)	-82%
Second-hand uniform sale	287	-	287	312	(25)	-8%
Asda's Cashpot	69	-	69	-	69	-
easyfundraising	62	-	62	-	62	-
Stickerscape	3	-	3	11	(8)	-73%
Book Sale & Donations	-	-	-	50	(50)	-100%
Sports Day Refreshments	37	-	37	-	37	-
Subtotal for Other Fundraising Activities	3,762	-	3,762	1,803	1,959	109%
TOTAL for Fundraising Activities	18,396	(4,168)	14,228	8,834	5,394	61%
New Uniform - income	7,479	(3,929)	3,550	901	2,649	294%
Year 6 Fund	-	(300)	(300)	(300)	-	0%
PTA Expense	-	(593)	(593)	(573)	(20)	3%
Candy Floss Machine	-	(189)	(189)	-	(189)	-
PayPal and Stripe Fees	-	(225)	(225)	(93)	(132)	142%
Subtotal for PTA Expenses	-	(1,307)	(1,307)	(966)	(341)	35%
Gazebos/Marquee Tent	-	(792)	(792)	(697)	(95)	14%
Shading/Sails	-	-	-	(2,633)	2,633	-100%
Science Day	-	(500)	(500)	-	(500)	-
Donations to School	-	(7,454)	(7,454)	(9,482)	2,028	-21%
Subtotal for School Expenditure	-	(8,746)	(8,746)	(12,811)	4,065	-32%
TOTAL for the year	25,875	(18,150)	7,725	(4,042)	11,767	-291%
Reconciliation of funds:						
£						
Cash and Bank balance	31st August 2024		17,571			
Cash movements:	Sep - Aug 2025		7,725			
Cash and Bank balance	31st August 2025		25,296			
Expected transactions:	Gift Aid Claim_not received yet		114			
	New Uniform Invoices_not paid yet		(2,195)			
	Independent examination		(50)			
			23,165			
Committed and Restricted Funds:	Reserves		(1,500)			
	Funds approved / committed		(5,277)			
Available funds for spending			16,388			

Categories	Details	£
Cash funds	Lloyds bank account	23,510
	Stripe balance	952
	PayPal balance	555
	Cash in hand	279
	Total cash funds	25,296
Other monetary assets	Gift Aid Claim due	114
Assets retained for the charity's own use	Stock_new uniforms	2,302
Liabilities	Outstanding invoices for new uniforms	2,195
	Independent examination	50

The charity has no restricted funds. At the end of the financial year, the total amount of committed funds stands at £5,277.

Signed by one or two trustees on behalf of all the trustees:

Signature	Name	Date of approval
	PREETY SINGH	06/01/26

The Priory School PTA
Charity registration number: 1096169
Treasurer Report
for the year ended 31 August 2025

Status of agreed funding items and donations to School for FY24-25

Item Number	Description	Date Funding agreed	Funding Amount Agreed	Amount Paid in FY 23-24	Amount Paid in FY 24-25	Amount Released	Remaining balance
			£	£	£	£	£
1	Shading / Sails around school	21/22	2,000	(1,633)			367
2	Allotment budget	22/23	2,000			(2,000)	-
3	Parentkind membership	24/25	160		(162)	2	-
4	PTA Website	24/25	300		(278)	(22)	-
5	Lottery Licence	24/25	40		(20)	(20)	-
6	Yr6 leavers party	24/25	300		(300)		-
7	1st Aid Training	24/25	430		(430)		-
8	All School - Panto	24/25	900		(899)	(1)	-
9	Trips & Visits	24/25	5,000		(3,546)		1,454
8	Coram Life Education	24/25	1,000		(1,035)	35	-
9	Arts/Drama/Music Experiences	24/25	2,000		(450)		1,550
10	Science Day	24/25	500		(500)		-
11	Candy Floss Machine	24/25	300		(189)	(111)	-
12	Gazebos	24/25	750		(792)	42	-
13	YrR Class Equipment/Arts & Crafts Provision	24/25	3,000		(1,094)		1,906
Total			18,680	(1,633)	(9,695)	(2,075)	5,277

The Priory School PTA
Charity registration number: 1096169
Treasurer Report
for the year ended 31 August 2025

Breakdown of PTA Expenses

Item Number	Description	1/9/24 to 31/8/25	1/9/23 to 31/8/24
		£	£
1	WIX Website	278	380
2	Lottery Licence	20	40
3	Parentkind membership	162	153
4	PTA Leaving Gifts	133	-
Total		593	573

Breakdown of Donations to School

Item Number	Description	1/9/24 to 31/8/25	1/9/23 to 31/8/24
		£	£
1	Panto	899	899
2	Trips & Visitors	3,546	4,898
3	1st Aid Training	430	400
4	Perform workshops	-	599
5	School Gates funding	-	750
6	Curriculum Subject Resources	-	1,936
7	Coram Life Education	1,035	-
8	Arts/Drama/Music Experiences	450	-
9	YrR Class Equipment/Arts & Crafts Provision	1,094	-
Total		7,454	9,482



The Priory School PTA
Trustees' Annual Report and Accounts
for the year ended 31 August 2025



Trustees' Annual Report

for the period

From (start date) to (end date)

Section A

Reference and administration details

Charity name

The Priory School PTA

Other names the charity is known by

Registered charity number (if any)

Charity's principal address

The Priory Primary School

Pamber End

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Names of the charity trustees who manage the charity

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

Name	Dates acted if not for whole year

Section A**Reference and administration details (continued)**

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 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)



Full name(s)

PREETY SINGH

Position (eg Secretary, Chair, etc)

CHAIR

Date

06 01 2012

The Priory School PTA Treasurer's Annual Report

This report is for the financial year from 1 Sep 2024 to 31 Aug 2025

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Total raised from these additional fundraising activities exceeded last year's efforts by £1,959. This success was largely due to generous donations from Randalls and The Oaks. While the Randalls House Sale Sponsorship rose by £1,000 compared to last year, it is worth noting that the Bag2School commission saw a decline of £419.

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Family Games Night	-	-	-	401	(401)	-100%
Easter Event	988	(142)	846	918	(72)	-8%
Randalls - Donation	250	-	250	250	-	0%
Subtotal for Easter Fundraising	1,238	(142)	1,096	1,168	(72)	-6%
Colour Run	1,322	(863)	459	-	459	-
Colour Run Sponsorship	550	-	550	-	550	-
Colour Run Gift Aid	-	-	-	-	-	-
Subtotal for Colour Run Fundraising	1,872	(863)	1,009	-	1,009	-
Summer Event	2,677	(883)	1,794	1,695	99	6%
Summer Raffle	1,113	(250)	863	710	153	22%
Randalls - Donation	250	-	250	250	-	0%
Subtotal for Summer Fundraising	4,040	(1,133)	2,907	2,655	252	9%
Subtotal for Main Fundraising Activities	14,634	(4,168)	10,466	7,031	3,435	49%
Randalls House Sale Sponsorship	1,400	-	1,400	400	1,000	250%
Parent Donations	613	-	613	520	93	18%
The Oaks Donation	1,200	-	1,200	-	1,200	-
Bag2School commission	91	-	91	510	(419)	-82%
Second-hand uniform sale	287	-	287	312	(25)	-8%
Asda's Cashpot	69	-	69	-	69	-
easyfundraising	62	-	62	-	62	-
Stickerscape	3	-	3	11	(8)	-73%
Book Sale & Donations	-	-	-	50	(50)	-100%
Sports Day Refreshments	37	-	37	-	37	-
Subtotal for Other Fundraising Activities	3,762	-	3,762	1,803	1,959	109%
TOTAL for Fundraising Activities	18,396	(4,168)	14,228	8,834	5,394	61%
New Uniform - income	7,479	(3,929)	3,550	901	2,649	294%
Year 6 Fund	-	(300)	(300)	(300)	-	0%
PTA Expense	-	(593)	(593)	(573)	(20)	3%
Candy Floss Machine	-	(189)	(189)	-	(189)	-
PayPal and Stripe Fees	-	(225)	(225)	(93)	(132)	142%
Subtotal for PTA Expenses	-	(1,307)	(1,307)	(966)	(341)	35%
Gazebos/Marquee Tent	-	(792)	(792)	(697)	(95)	14%
Shading/Sails	-	-	-	(2,633)	2,633	-100%
Science Day	-	(500)	(500)	-	(500)	-
Donations to School	-	(7,454)	(7,454)	(9,482)	2,028	-21%
Subtotal for School Expenditure	-	(8,746)	(8,746)	(12,811)	4,065	-32%
TOTAL for the year	25,875	(18,150)	7,725	(4,042)	11,767	-291%
Reconciliation of funds:						
£						
Cash and Bank balance	31st August 2024		17,571			
Cash movements:	Sep - Aug 2025		7,725			
Cash and Bank balance	31st August 2025		25,296			
Expected transactions:	Gift Aid Claim_not received yet		114			
	New Uniform Invoices_not paid yet		(2,195)			
	Independent examination		(50)			
			23,165			
Committed and Restricted Funds:	Reserves		(1,500)			
	Funds approved / committed		(5,277)			
Available funds for spending			16,388			

Categories	Details	£
Cash funds	Lloyds bank account	23,510
	Stripe balance	952
	PayPal balance	555
	Cash in hand	279
	Total cash funds	25,296
Other monetary assets	Gift Aid Claim due	114
Assets retained for the charity's own use	Stock_new uniforms	2,302
Liabilities	Outstanding invoices for new uniforms	2,195
	Independent examination	50

The charity has no restricted funds. At the end of the financial year, the total amount of committed funds stands at £5,277.

Signed by one or two trustees on behalf of all the trustees:

Signature	Name	Date of approval
	PREETY SINGH	06/01/26

The Priory School PTA
Charity registration number: 1096169
Treasurer Report
for the year ended 31 August 2025

Status of agreed funding items and donations to School for FY24-25

Item Number	Description	Date Funding agreed	Funding Amount Agreed	Amount Paid in FY 23-24	Amount Paid in FY 24-25	Amount Released	Remaining balance
			£	£	£	£	£
1	Shading / Sails around school	21/22	2,000	(1,633)			367
2	Allotment budget	22/23	2,000			(2,000)	-
3	Parentkind membership	24/25	160		(162)	2	-
4	PTA Website	24/25	300		(278)	(22)	-
5	Lottery Licence	24/25	40		(20)	(20)	-
6	Yr6 leavers party	24/25	300		(300)		-
7	1st Aid Training	24/25	430		(430)		-
8	All School - Panto	24/25	900		(899)	(1)	-
9	Trips & Visits	24/25	5,000		(3,546)		1,454
8	Coram Life Education	24/25	1,000		(1,035)	35	-
9	Arts/Drama/Music Experiences	24/25	2,000		(450)		1,550
10	Science Day	24/25	500		(500)		-
11	Candy Floss Machine	24/25	300		(189)	(111)	-
12	Gazebos	24/25	750		(792)	42	-
13	YrR Class Equipment/Arts & Crafts Provision	24/25	3,000		(1,094)		1,906
Total			18,680	(1,633)	(9,695)	(2,075)	5,277

The Priory School PTA
Charity registration number: 1096169
Treasurer Report
for the year ended 31 August 2025

Breakdown of PTA Expenses

Item Number	Description	1/9/24 to 31/8/25	1/9/23 to 31/8/24
		£	£
1	WIX Website	278	380
2	Lottery Licence	20	40
3	Parentkind membership	162	153
4	PTA Leaving Gifts	133	-
Total		593	573

Breakdown of Donations to School

Item Number	Description	1/9/24 to 31/8/25	1/9/23 to 31/8/24
		£	£
1	Panto	899	899
2	Trips & Visitors	3,546	4,898
3	1st Aid Training	430	400
4	Perform workshops	-	599
5	School Gates funding	-	750
6	Curriculum Subject Resources	-	1,936
7	Coram Life Education	1,035	-
8	Arts/Drama/Music Experiences	450	-
9	YrR Class Equipment/Arts & Crafts Provision	1,094	-
Total		7,454	9,482



**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

THE PRIORY SCHOOL PTA

**On accounts for the year
ended**

31/08/2025

**Charity no
(if any)**

1096169

Set out on pages

1-9

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

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:

CDelve

Date:

8/01/2026

Name:

CHRISTINE DELVE

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

CHARTERED ACCOUNTANT
ICAEW

Address:

4 MINERVA ROAD, BEAMLEY, HAMPSHIRE,
RG26 5GH

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.