

Histon & Impington Park Primary

PTFA

Annual Report 2024–2025

Registered Charity No. 1096921
Adopted Parentkind Constitution

1. About the PTFA

Histon & Impington Park Primary PTFA (Parents, Teachers and Friends Association) is a registered charity operating under the adopted Parentkind Constitution.

Our Charitable Objective is:

To advance the education of pupils in the school in particular by:

Development 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.

All decisions and spending are made by the elected Committee, which is accountable to the school community.

2. Trustees and Committee 2024–2025

The following individuals served on the PTFA Committee during the year:

Role	Name
Chair	Leanne / Nikos Papageorgiou
Treasurer	Chloe Dives / Zoe Masey
Secretary	Kimberly Cole / Amy Cowan
Ordinary Trustees	Jenny Blakesley / Shaked Nir / Lisa Hart

3. Chair's Report

The 2024–2025 year was incredibly busy, successful, and rewarding. The energy and commitment of our committee, and the support of the whole school community, allowed us to achieve more than ever before.

Events and Activities

This year we hosted a wider range of events than in previous years:

- Disco — organised in record time and proved enormously popular with the children.
- Christmas Fair — held on a ticketed basis for the second year running, with a new token-based system introduced for the Summer Fair. Both events raised more than the prior year whilst significantly reducing the administrative burden of cash handling.
- Movie Night — the first since Park became a Primary school, giving children the opportunity to come in wearing comfortable clothes and enjoy a selection of films.
- Quiz Night — continued our annual tradition, this year targeted at parents and carers.
- Fireworks Night and Histon Feast — continued community participation in both events.
- Uniform Sales — now a major and growing income stream, reflecting excellent community engagement.

Funding Impact

Raising money is only part of the job — seeing it put to good use is the most rewarding aspect of everything we do. This year the PTFA was proud to fund:

- A major investment in new playground equipment for the whole school community.
- 50% of the cost of new laptops, supporting digital learning across the school.
- Play Therapy — continuing our commitment to pupil wellbeing.
- Arts and culture visits, including the Megson concert and workshop and a theatre show.
- New classroom rugs and sports equipment.

On behalf of the whole committee, thank you to every parent, carer, teacher and friend who gave their time, bought a ticket, or supported our events this year. It genuinely makes a difference to every child at Park Primary.

4. Treasurer's Report

Overview

The PTFA had a strong fundraising year, generating net fundraising income of £22,795 (2023–24: £18,660). This included a one-off £5,000 donation towards playground equipment; on a comparable basis, net income of £17,795 was 5% below the prior year, reflecting the absence of the Danceathon and Beer Festival donation (which together contributed £3,655 in 2023–24), offset by new and improved events including the Movie Night, Fireworks Night, and stronger income from both fairs.

Grants given to the school totalled £29,009 (2023–24: £14,113), including a major £16,000 investment in playground equipment funded from reserves. On a comparable basis, grants of £13,009 were 8% below the prior year.

Cash balances at 31 August 2025 stood at £13,292 (opening: £19,374), reflecting the planned drawdown of reserves to fund playground equipment.

Summary of Income and Expenditure

Income	£
Fundraising activities (net of direct costs)	22,795
Interest received	334
Donations and legacies (inc. designated funds)	8,355
Total income	28,380
Expenditure	£
Grants to school (projects & activities)	29,009
PTFA operating expenses (membership & bank charges)	202
Total expenditure	34,462
Net position	£
Net deficit for year	(6,082)
Cash balances at 1 September 2024	19,374
Cash balances at 31 August 2025	13,292

Fundraising Income by Activity

Activity	2024–25 (£)	2023–24 (£)	Change
Play Equipment (one-off donation)	5,000	—	New
Summer Fair	3,232	2,789	+16%
Fireworks Night	2,250	1,250	+80%
Christmas Raffle	2,237	1,980	+13%
Christmas Fair	1,764	1,544	+14%
School Lottery	1,335	1,359	–2%
Disco	1,193	1,120	+7%
Movie Night	951	—	New
Quiz Night	802	637	+26%
Uniform Sales	786	127	+519%
Christmas Cards	752	725	+4%
Danceathon	—	2,155	–100%
Beer Festival Donation	—	1,500	–100%
Other income	2,494	3,474	–28%
Total	22,795	18,660	+22%

Grant-Funded Projects

Project	2024–25 (£)	2023–24 (£)	Change
Playground Equipment	16,000	—	New
IT Equipment (50% of new laptops)	6,880	5,912	+16%
Play Therapy	2,888	4,640	–38%
Classroom Rugs	1,776	—	New
Woodland Hire	570	500	+14%
Sports Equipment & T-Shirts	266	—	New
Megson Concert & Workshop	250	—	New
Theatre Show	250	—	New
Class Party Food	130	134	–3%
Skipping Workshop	—	1,000	–100%
Other	—	1,927	–100%
Total	29,009	14,113	+106%

Reserves and Cash Position

Reserves are calculated as total cash balances less £3,000 set aside for fireworks underwriting and the estimated cost of the next event, giving usable reserves of approximately £12,500. Of this amount, £360 represents designated funds held for the Uniform Shed, donated by the Cambridgeshire Community Foundation.

Operational Improvements in 2024–2025

- Raisely fundraising platform — implemented to enable online ticket sales, token purchases, and gift aid-eligible donations. Credit card fees of £116 were largely offset by £100 of donations through the platform.
- Dual authorisation — introduced on the Metro Bank account to strengthen financial governance and controls.
- Summer Fair token system — reduced cash handling risks, simplified stall operations, and improved post-event reconciliation.

5. Trustees' Declaration

The trustees confirm that:

- The PTFA has operated in accordance with its charitable objectives during the year ended 31 August 2025.
- All funds have been applied for the advancement of education of pupils at Histon & Impington Park Primary School.
- This report provides a fair and accurate summary of the PTFA's activities, achievements, and financial position for the year.

Approved by the trustees and presented at the Committee Meeting on 29 June 2026

Role	Name	Signature	Date
Chair	Jenny Blakesley		30 June 2026
Treasurer	Zoe Masey		30 June 2026

Histon & Impington Park Primary PTFA

Receipts and Payments Accounts

Year ended 31 August 2025

Registered Charity No. 1096921

Statement of Receipts and Payments

Receipts	£
Charitable Activities	19,691
Donations	8,355
Bank interest	334
Total receipts	28,380

Payments	£
Grants and donations to the school	29,009
Administration costs	202
Fundraising Expenses	5,251
Total payments	34,462

Net (decrease) in funds for the year	(6,082)
Cash funds brought forward at 1 September 2024	19,374
Cash funds carried forward at 31 August 2025	13,292

Statement of Assets and Liabilities at 31 August 2025

Cash funds held	£
Metro Bank current account	9,262
CBS savings account	3,671
Cash in hand and floats	359
Total cash funds	13,292

The charity holds no other assets or liabilities at the year end.

Independent Examiner's Report

Histon & Impington Park Primary PTFA

Registered Charity No. 1096921

Year ended 31 August 2025

Examiner Details

Full name	Wayne Gordon
Address	34 Bancroft Lane, Soham, Ely, Cambs, CB7 5DG
Relevant qualification / experience	ACCA – qualified 1999
Relationship to charity	Independent accountant

The examiner confirms they are independent of the charity and its trustees, and have no financial interest in the charity.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiner's Report

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:

- 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 2011; and*
 - *to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Charities Act 2011 and with the methods and principles of the Statement of Recommended Practice applicable to charities,*

have not been met; or

- to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Signature

Signature	
Name (print)	Wayne Gordon
Date	29 June 2026

Accounts Examined — Summary

For reference, the examiner confirms the following figures have been reviewed:

Item	2024–25 (£)
Total income	28,380
Total expenditure	34,462
Net movement in funds	(6,082)
Cash balances at year end	13,292

Note: figures taken from the receipts and payments accounts prepared by the trustees for the year ended 31 August 2025.