



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2023 To 31/08/2024

Charity name: Great Totham PTFA (Parents, Teachers and Friends Association).

Charity registration number: 1102220

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of The Association is to advance the education of the pupils in the school. The Association may a) Develop more extended relationships between the staff, parents and others associated with the school; b) Engage in activities that raise funds, support the school and enhance the education of pupils attending it; c) Provide and assist in the provision of such facilities or items for the education at the school (not provided from statutory funds) as the committee, in consultation with the Head Teacher and governing body from time to time to determine.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Fund raising activities undertaken to raise funds for children and the school. Events include the Summer fete; Sponsored walk; Christmas raffle; Adventure Island tickets, Bouncy Bonanza, Tea towels, ice cream sales.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on Public Benefit. The guidance will be considered by the Trustees as they make decisions to guide future activities of the PTFA.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Our main achievements were using our funds to provide activities, experiences and resources to the benefit of the children, school and teachers of Great Totha Primary School (GTPS), these included:</p> <p>School Choir Trip Tea Towels School leavers memory books Y6 Leavers disco Book corners updates and additions Bouncy Bonanza Summer Fete Ice cream selling</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Great Totham PTFA has performed well and has increased the level of reserves by £3,399 to £38,179. Discussions are regularly held with the school as funds are healthy and there are plans to upgrade the school's computer suite.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	All reserves are held in the account for future expenditure.
Amount of reserves held	Para 1.22	The level of reserves at the year end is £38,175.
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Christmas cards Christmas raffle Summer fete Sale of adventure Island tickets Sponsored walk
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	A constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The charity is constituted as an unincorporated association.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are elected from the parents and staff of Great Totham Primary School at the Annual General Meeting

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Great Totham PTFA
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Other name the charity uses	N/A
Registered charity number	1102220
Charity's principal address	Great Totham PTFA Walden House Road Great Totham CM9 8PN

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	Rose Newell	Chair/Co	26 th September 2024	
2	Jo Lakin	Treasurer	2 nd November 2023	
3	Lucy Robinson	Co-Chair	Feb 24 - present	
4	Sarah Vass	Trustee		
5	Stella Scrivener	Trustee		
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
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Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

LUCY ROBINSON	
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Position (eg
Secretary, Chair, etc)

CHAIR	
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Date

28 JUNE 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Great Totham Primary School Parent Teacher & Friends
Association

1102220

Receipts and payments accounts

CC16a

For the period
from

1st Sep 2023

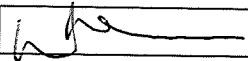
To

31st Aug 2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Summer Fete	8,788	-	-	8,788	-
Sponsored Walk	3,610	-	-	3,610	-
HMRC Charities	1,337	-	-	1,337	-
Winter Fete / Ice Skating	5,379	-	-	5,379	-
Tea Towels	2,499	-	-	2,499	-
Easy Fundraising	623	-	-	623	-
Lottery	1,686	-	-	1,686	-
Christmas Cards	2,759	-	-	2,759	-
Ice Cream Sales	536	-	-	536	-
Bouncy Bonanza	2,714	-	-	2,714	-
Southend Tickets	509	-	-	509	-
				-	
Sub total (Gross income for AR)	30,441	-	-	30,441	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,441	-	-	30,441	-
A3 Payments					
Summer Fete	4,515	-	-	4,515	-
Sponsored Walk	342	-	-	342	-
Winter Fete / Ice Skating	3,949	-	-	3,949	-
Tea Towels	1,346	-	-	1,346	-
Easy Fundraising	153	-	-	153	-
Lottery	1,156	-	-	1,156	-
Christmas Cards	2,274	-	-	2,274	-
Ice Cream Sales	238	-	-	238	-
Bouncy Bonanza	1,460	-	-	1,460	-
Panto	208	-	-	208	-
Accounting Fees	250	-	-	250	-
Year 6 Leavers Book	390	-	-	390	-
Sundries	413	-	-	413	-
Southend Tickets	-	-	-	-	-
Book Corners	8,971	-	-	8,971	-
		-	-	-	-
		-	-	-	-
Sub total	25,665	-	-	25,665	-
A4 Asset and investment purchases, (see table)					
BBQ Equipment	1,377.12	-	-	1,377	-
	-	-	-	-	-
Sub total	1,377	-	-	1,377	-
Total payments	27,042	-	-	27,042	-
Net of receipts/(payments)	3,399	-	-	3,399	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,776	-	-	34,776	-

Cash funds this year end		38,175	-	-	38,175	-
Section B Statement of assets and liabilities at the end of the period						
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £		
B1 Cash funds	Main Account	26,797	-	-		
	Lottery Account	9,098	-	-		
	Held by the school	2,280	-	-		
	Total cash funds	38,175	-	-		
(agree balances with receipts and payments account(s))		OK	OK	OK		
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £		
B2 Other monetary assets		-	-	-		
		-	-	-		
		-	-	-		
		-	-	-		
		-	-	-		
		-	-	-		
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)		
B3 Investment assets			-	-		
			-	-		
			-	-		
			-	-		
			-	-		
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)		
B4 Assets retained for the charity's own use	BBQ Equipment		1,377	1,377		
			-	-		
			-	-		
			-	-		
			-	-		
			-	-		
			-	-		
			-	-		
			-	-		
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)		
B5 Liabilities			-			
			-			
			-			
			-			
			-			
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval		

CHAR.		Lucy Robinson	28/6/25



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Great Totham PTFA

On accounts for the year
ended

31 August 2024

Charity no
(if any)

1102220

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

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 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.

Signed:

S R Hilliard

Date: 27 June 2025

Name:

Simone Hilliard

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

FCCA

Address:

17 Totham Hill Green, Great Totham,
Maldon
CM9 8DX

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.