

Trustee Report

2024 – 2025

From May 2024 we carried out the following fundraiser events

- Mayfair- local and school community fundraising event, Profit £2548.29
- School Summer Disco, Profit £734.96

In addition, the PTA have also raised funding for things such as.

- Defib pads and battery
- Yr 6 Theatre Tickets
- Easter Bonnet Prizes x4
- Easter Egg Hunt eggs
- Minibus vehicle tax
- Minibus Insurance

From August 2024 we carried out the following events:

- Spooky disco £414.09
- Halloween trail
- Fireworks - £4000 profit, our most popular and biggest fundraiser
- Wreath making class – first time and was a huge success
- Xmas shopping day – great feedback and children really enjoy the day
- Christmas hamper raffle (provided for by parent donations)
- Community Christmas lights trail – 21 houses – 16 houses with letters for anagram
- Grotto Gifts

Towards the end of 2024 we unfortunately received news that our school minibus had been stolen and burnt out. The PTA agreed we were not going to purchase another minibus, we received an insurance payout of £14, 509

After receiving the £14,509 our main aim was to continue providing each year group an interactive white board. As the previous year we had already supplied year R and year 1.

This was then achieved at the end of 2024, supply the school a further 5 boards.

Moving on well into 2024 we aim and have provided donation to new school fencing for Reception year and new defibrillator for the school.

Below are further item and events we funded throughout

MISC	
Year 6 Ice Creams	£192.00
Payment for year R fence	£1,120.00
Storage Boxes	£38.24

AGM snack	£7.99
Sumup Card Reader	£35.55
Halloween Trail Box	£13.49
Sumup Machines x4	£68.40
Interactive Whiteboards x4	£8,144
Defib pads/ battery	£327
Plastic wallets	£6.99
Wreath making Tens	£21
Ink cartridges	£19.50
Candy Canes	£4.74
Santa Gifts	£17.00
Parentkind	£162.00
Sponsered read prizes	£10.87
Stamps4U	£35.33
Ink cartridges	£19.55
Parentkind Insurance	£171
Year 6 pizza	£77.56

Going into the year of 2025 we had our:

- Spring disco - £907.03
- A sponsored read (Ran by Usborne) over the February half term – Raising £977, which paid for new books for each classroom library.
- Mother's Day Tuck shop - £160
- School Talent show - £499.86
- Non-school uniform - £150.09

Then on to 2025 we provided the funding of materials to renew the outdoor area for year 1.

We have also provided

We have provided chair organisers for each pupil in KS1 and KS2

Things we would like to fundraise for next.

- KS1 Trim Trail – Has just been built (March 2026)
- New Gates for reception and year 1 entrance.
- Main School Library refurb books, decorating and shelves/furniture.
- Outdoor gardens refurbish – overgrown, maybe just a voluntary gardening day.
- Sensory area
- More tablets for pupils to work on.

OVERVIEW

	IN	OUT	Balance
bal b/f			15,130.40
24-Aug	149.10	120.00	15,159.50
24-Sep	49.60	317.13	14,891.97
24-Oct	1,824.02	2,613.71	14,102.28
24-Nov	22,325.26	9,617.77	26,809.77
24-Dec	2,879.36	807.52	28,881.61
24-Jan	285.63	732.66	28,434.58
24-Feb	869.06	146.00	29,157.64
24-Mar	1,428.87	1,179.92	29,406.59
24-Apr	592.47	78.60	29,920.46
24-May	5,583.11	2,027.75	33,475.82
24-Jun	2,581.50	3,986.07	32,071.25
24-Jul	2,150.85	1,156.46	33,065.64
	40,718.83	22,783.59	

	Profit
Valetines Disco	
Talent Show	
Summer Disco	
Sponsored Read	
May Fair	
Mothers Day Tuck Shop	
Spooky Disco	
Fireworks	

Audit balance confirmation:

B/Fwd from 31/7/24

Plus Income:

Less Expenditure:

Balance at bank 31/7/25

Balance Agrees

Tracey Newman 4/11/25

Profit

17,935.24

15,130.40

40,718.83
(22,783.59)

33,065.64

Income

Date	Description	Amount
8/6/2025	Clients Deposits	74.80
13/08/25	Easy Fundraising	74.30
		149.10

Expense

Date	Description	INV No.	Amount
8/7/2024	Tracey Birch - Minibus rentension	1170	80.00
8/19/2024	Tracey Newman - Accountant audit	1171	40.00
			120.00
Balance b/f			15,130.40
total income			149.10
total exp			120.00
Balance			15,159.50

Bal agreed to last audit. TN

Bal agrees to bank statement TN 4/11/25

Income

Date	Description	Amount
9/3/2024	Clients Deposits - Your school lottery	49.60
		49.60

Expense

Date	Description	INV No.	Amount
24/09/24	Tracey Birch - Spooky Disco tattoos	1172	14.34
24/09/24	Tracey Birch - Spooky Disco Toys	1173	122.79
24/09/24	Radio Park Frimely - Fireworks night	1174	180.00
			317.13
Balance b/f			15,159.50
total income			49.60
total exp			317.13
Balance			14,891.97

Events	In	Out
Spooky Disco		137.13
Fireworks		180.00

Bal agrees to statement TN 4/11/25

Income

Date	Description
10/1/2024	Tracey Birch
10/8/2024	Clients deposit - your school lottery
14/10/24	Stripe payments
21/10/24	Stripe payments
24/10/24	Bridges Estate Agents - sponsorship
28/10/24	Stripe payments

Expense

Date	Description	INV No.
10/1/2024	DJ Invoice - Sean Walsh for spooky disco	1175
10/1/2024	Tracey Birch	n/a
10/1/2024	Tracey Birch - Pumpkin Comp	1176
10/1/2024	Tracey Birch - Spooky disco snacks	1177
10/1/2024	Tracey Birch - Spooky disco sweets	1178
10/1/2024	Tracey Birch - spooky disco sweets	1179
10/1/2024	Tracey Birch - Spooky disco glow sticks	1180
10/3/2024	Tracey Birch - Fireworks glow sticks	1181
10/9/2024	Tracey Birch - Drinks for disco	1182
10/9/2024	Tracey Birch - AGM PTA snacks	1183
10/3/2024	Tracey Birch - Spooky disco lollies	1184
10/9/2024	Tracey Birch - Fireworks glasses	1185
10/9/2024	Tracey Birch - Storage boxes, non event	1186
10/9/2024	Tracey Birch - Glow products for fireworks	1187
14/10/24	Tracey Birch - Fireworks products	1188
14/10/24	Tracey Birch - Sum up reader, non event	1189
14/10/24	Horizon Fireworks	1190
14/10/24	C Whiting - Surrey Heath, event notice	1191
25/10/24	Tracey Birch - Foreworks food and drink	1192

25/10/24

C Whiting - Fundrasing box, non event

1193

Balance b/f
total income
total exp

Balance

Amount
100.46
69.00
500.13
763.18
150.00
241.25
1,824.02

Events	In	Out
Spooky Disco		320.23
Fireworks		2,088.50
Non event		195.73
Pumpkin Comp		9.25

0 2,613.71

Amount
185.00
100.46
9.25
41.22
21.96
18.78
13.98
101.98
3.80
7.99
35.49
53.91
38.24
142.55
73.27
35.55
1,330.00
21.00
365.79

Spooky Disco

Fireworks

13.49

320.23 Costs

2,613.71

14,891.97

1,824.02

2,613.71

14,102.28

Agrees to statement TN 4/11/25

Income

Date	Description	Amount
11/4/2024	Stripe Payments - Fireworks	422.88
11/5/2024	Clients Deposits - Your School Lottery	47.20
11/11/2024	Insurance payback - Minibus claim	14,509.00
11/11/2024	Stripe Payments - Fireworks	1,487.78
11/11/2024	Sum up payments	3,921.34
11/12/2024	Easy fundraising	39.34
13/11/2024	Cheque?	98.00
13/11/2024	Cheque?	62.92
18/11/2024	Stripe Payments - Fireworks	1,736.80
		22,325.26

Expense

Date	Description	INV No.	Amount
11/4/2024	C I Whiting - Fireworks, no receipt	Refunded back - Jan	13.49
11/4/2024	C I Whiting - Fireworks	1194	65.42
11/4/2024	C I Whiting	1195	4.79
11/4/2024	C I Whiting - Fireworks glitter tattoos	1196	9.92
11/6/2024	C I Whiting - Fireworks , drinks	1197	129.32
11/6/2024	C I Whiting - Fireworks, Alcohol	1198	203.29
11/8/2024	C I Whiting - Fireworks misc	1199	12.50
11/8/2024	C I Whiting - Fireworks misc	1200	45.23
11/8/2024	C I Whiting - Fireworks, Glitter tattoos	1201	2.99
11/8/2024	Tracey Birch - Fireworks, cups	1202	21.97
13/11/2024	C I Whiting - Fireworks, food	1203	31.88
21/11/2024	C I Whiting - Sum up card readers, non event	1204	68.40
21/11/2024	Kite Academy - Interactive whiteboards	1205	8,738.00
22/11/2024	C I Whiting - Christmas event, santa books	1206	69.59
22/11/2024	C I Whiting - Christmas event, santa books	1207	35.00
27/11/2024	C I Whiting - Raffle tickets for Christmas hamper	1208	9.99

27/11/2024	C I Whiting - Christmas event, santa books	1209	108.00
28/11/2024	Surrey Heath - Lottery Fee	1210	20.00
28/11/2024	C I Whiting - Surrey Heath, temp event notice	1211	21.00
29/11/2024	Rachel Wells - Poly pockets, non event for admin	1212	6.99
			9,617.77
Balance b/f			14,102.28
total income			22,325.26
total exp			9,617.77
Balance			26,809.77

Events	In	Out

Agrees to statement TN 4/11/25

Income

Date	Description	Amount
12/3/2024	Clients deposit - Your school lottery	46.40
12/9/2024	Sum up payments	70.79
16/12/2024	Sum up payments	130.76
23/12/2024	Farnborough ?	2,469.10
23/12/2024	Farnborough ?	5.00
23/12/2024	Sum up payments	157.31
		2,879.36

Expense

Date	Description	INV No.	Amount
12/4/2024	C I Whiting - Wreath workshop & wrapping	1213	33.25
12/9/2024	Sean Walsh - Deposit Feb disco	1214	50.00
17/12/2024	C I Whiting - Christmas raffle	1215	6.24
17/10/2024	C I Whiting - Xmas craft day	1216	10.00
17/10/2024	C I Whiting - Xmas craft day	1217	5.49
17/10/2024	C I Whiting - Xmas hampers	1218	12.54
30/12/2024	Horizon Fireworks - Deposit Nov	1219	690.00

			807.52
	Balance b/f		26,809.77
	total income		2,879.36
	total exp		807.52
	Balance		28,881.61

Events	In	Out	
Valentines Disco		50.00	(50.00)
0		50.00	

* should be £570

Agrees to statement TN 4/11/25

Income

Date	Description	Amount
1/7/2025	Clients deposit - Your school lottery	55.60
29/01/25	Cash deposit - Christmas trail	40.00
16/01/25	Gatherwell - School lottery	0.83
20/01/25	Stripe - Valentines Disco	83.05
27/01/25	Stripe - Valentines Disco	92.66
14/01/25	C I Whiting - paid twice previously in error so refunded	13.49
		285.63

Expense

Date	Description	INV No.	Amount
2/1/2025	Parentkind	1220	162.00
2/1/2025	C L Scott Fernande	1221	17.00
1/8/2025	Sean Walsh - Summer disco deposit	1222	50.00
1/9/2025	Georgina Taylor - Christmas Wreath workshop	1223	300.00
13/01/2025	Rachel Wells - Ink for printer, non event	1224	19.50
15/01/25	C I Whiting - Love hearts for goody bags	1225	17.99
15/01/25	C I Whiting - Goody bags	1226	31.83
15/01/25	C I Whiting - Candy canes for goody bags	1227	4.74
16/01/25	C I Whiting - Seed balls, goody bags	1228	22.50
16/01/25	C I Whiting - Face paints, disco	1229	13.99
29/01/25	C I Whiting - Valentines disco	1230	61.23
29/01/25	C I Whiting - Non Event admin	1231	13.90
30/01/25	C I Whiting - Disco sweets	1232	14.99
30/01/25	C I Whiting - Disco tattoos	1233	2.99
			732.66

Balance b/f		28,881.61
total income		285.63

total exp

732.66

Balance

28,434.58

Events	In	Out
Valentines Disco	175.71	170.26
Summer Disco		50

5.45
-50

175.71 220.26

Agrees to statement TN 4/11/25

Income

Date	Description	Amount
2/3/2025	Stripe - Valentines Disco	212.02
2/4/2025	Clients Depsoits - Your School Lottery	43.20
2/10/2025	Stripe - Valentines Disco	369.18
2/11/2025	Easy fundraising	94.54
17/02/2025	Stripe - Valentines Disco	150.12
		869.06

Expense

Date	Description	INV No.	Amount
2/5/2025	Sean Walsh - Valentines Disco	1234	125.00
25/02/2025	C Whiting - Talet show event notices, Surrey Heath	1235	21.00
			146.00

Balance b/f	28,434.58
total income	869.06
total exp	146.00

Balance	29,157.64
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Agrees to s

Events	In	Out	
Valentines Disco	731.32	125.00	606.32
Summer Disco			
Talent Show		21.00	(21.00)
	731.32	146.00	

*note for Nov
fireworks only paid
more on despsit

statement TN 4/11/25

Income

Date	Description	Amount
3/5/2025	Parentkind	203.25
3/4/2025	Client Deposit - Your school lottery	43.20
17/03/2025	Stripe payment - Talent Show	69.12
17/03/2025	Cash deposit - Sponsored Read	611.00
24/03/25	Stripe payment - Talent Show	36.32
31/03/25	Stripe payment - Talent Show	176.19
31/03/2025	Sum up - Talent show	289.79
		1,428.87

Expense

Date	Description	INV No.	Amount
3/5/2025	Stamps 4U - Sponsored Read	1236	35.33
3/12/2025	Stamps 4U - Sponsored Read	1237	10.87
13/03/2025	Radio Frimley Park - May Fair	1238	200.00
17/03/2025	LJ Jordon - books from sponsored read	1239	611.00
20/03/25	C Whiting - Mother Day tuck shop bags	1240	8.95
20/03/25	C Whiting - Talent show chocolate eggs	1241	24.99
24/03/25	C Whiting - Talent Show prize	1242	23.98
25/03/25	C Whiting - Talent Show beer	1243	19.93
25/03/25	C Whiting - Talent show plates	1244	8.90
25/03/25	Mrs Rachel Wells - Ink, non event	1245	19.50
26/03/2025	C Whiting - Talent show snacks	1246	47.20
26/03/2025	C Whiting - Talent show alcohol	1247	91.77
28/03/2025	C Whiting - Talent show pizzas	1248	77.50
			1,179.92

Balance b/f	29,157.64
total income	1,428.87

total exp	1,179.92
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Balance	29,406.59
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Events	In	Out
Valentines Disco		
Summer Disco		
Talent Show	571.42	216.77
Sponsored Read	611.00	657.20
May Fayre		200.00
Mothers Day Tuck Shop		8.95

Valentines Disco	308.69	35.33	273.36
Summer Disco			-
Talent Show	571.42	305.14	266.28
Sponsored Read	611.00	657.20	(46.20)
May Fayre		200.00	(200.00)
Mothers Day Tuck Shop		8.95	(8.95)

1,491.11 1,206.62

*note for Nov fireworks only
paid more on despsit

Agrees to statement TN 4/11/25

Income

Date	Description	Amount
4/7/2025	Stripe Payments - Mythett got talent	40.54
4/7/2025	Cash - Mothers Day, Mytchetts Talent and Mufit	421.68
4/7/2025	My Names Tags	40.00
4/8/2025	Clients deposits	58.80
14/04/2025	Stripe Payments - Mutfi	31.45
		592.47

Expense

Date	Description	INV No.	Amount
23/04/2025	C Whiting - tens May Fayre	1249	21.00
28/04/2025	C Whiting - Envelopes May Fayres	1250	57.60
			78.60
	Balance b/f		29,406.59
	total income		592.47
	total exp		78.60
	Balance		29,920.46

Events	In	Out
May Fayre		78.60
Talent	233.58	
Mothers Day Tuck	110	
Mufti Day	150.09	
Non Event	98.80	

592.47 78.60
513.87

Cash breakdown
 Mothers Day Tuck 110
 Mufti Day 118.64
 Talent 193.04
 421.68

Agrees to statement TN 4/11/25

Income

Date	Description
5/7/2025	Client deposits
5/12/2025	Shirley Crowther- May Fayre
15/05/2025	Bridges - May Fayre
16/05/2025	Jordan LJ - May Fayre
19/05/2025	Sum Up Payment - May Fayre
27/05/2025	Cash Deposit - May Fayre
27/05/2025	Ice Creams

qa			
Date	Description	INV No.	
5/2/2025	C Whiting - Evelopes May Fayre		1251
5/11/2025	C Whiting - May Fayre raffle		1252
5/11/2025	CWhiting - May Fayre		1253
5/11/2025	C Whiting - May Fayre		1254
5/11/2025	C Whiting - May Fayre		1255
13/05/2025	C Whiting - May Fayre		1256
13/05/2025	C Whiting - May Fayre		1257
13/05/2025	C Whiting - May Fayre		1258
13/05/2025	C Whiting - May Fayre		1259
13/05/2025	C Whiting - May Fayre		1260
14/05/2025	C Whiting - May Fayre		1261
14/05/2025	C Whiting - May Fayre		1262
14/05/2025	C Whiting - May Fayre		1263
14/05/2025	C Whiting - May Fayre		1264
14/05/2025	C Whiting - May Fayre		1265
15/05/2025	Bank = Cash, float	n/a	
16/05/2025	C Whiting - May Fayre		1266
19/05/2025	C Whiting - May Fayre		1267

20/05/2025	Sarah Hughes - May Fayre	1268
20/05/2025	Graham Martin - Berkshire Reptile Encounters - May Fayre	1269
21/05/2025	C S Howard - May Fayre Raffle Prize	1270

	Balance b/f	
	total income	
	total exp	
	Balance	

Amount

47.20
20.00
150.00
20.00
1,288.24
3,937.67
120.00
5,583.11

Events	In	Out
May Fayre	5,535.91	2,027.75

Amount

6.87
56.52
6.98
16.20
10.48
3.59
5.99
21.99
8.95
130.20
99.73
6.50
9.99
10.99
155.36
860.00
247.87
40.00

4.54
300.00
25.00

2,027.75

29,920.46
5,583.11
2,027.75

33,475.82

Agrees to statement TN 4/11/25

Income

Date	Description	Amount
02/06/25	Stripe Payment -	1,623.43
03/06/52	Client Deposits	44.00
09/06/25	Stripe Payment -	309.44
16/06/2025	Sum Up - Fathers Day	100.31
18/06/2025	C Whiting - Paid back in, paid in error	120.00
23/06/2025	Stripe Payment - Summer Festival	36.79
25/06/25	Crown Ice Creams	100
30/06/25	Stripe	77.07
30/06/25	Sum Up	170.46
		2,581.50

Expense

Date	Description	INV No.	Amount
02/06/25	Radio Frimley - Fireworks	1271	200.00
09/06/25	C Whiting - Tens YR6v Prom	1272	21.00
09/06/25	Merlin Attractions - Legoland	1273	2,000.00
12/06/25	C Whiting	N/A	120.00
18/06/2025	Big Bear Promo - Summer Festival	1274	120.00
23/06/2025	C Whiting - Summer Festival Tens	1275	21.00
23/06/2025	Mrs Rachel Wells - Ink	1276	19.55
25/06/25	Crown Ice Creams	1277	192.00
25/06/25	C Whiting - Prom	1278	123.95
25/06/25	C Whiting - May Fayre	1279	36.44
25/06/25	C Whiting - Prom	1280	12.13
26/06/25	Kite Academy Trust	1281	1,120.00
			3,986.07
Balance b/f			33,475.82
total income			2,581.50

total exp

3,986.07

Balance

32,071.25

Events	In	Out
Fireworks		200.00
Prom		21.00
Legoland	1,932.87	2,000.00
Summer Festival	36.79	21.00
Fathers Day	100.31	

Agrees to statement TN 4/11/25

Income

Date	Description
07/08/25	Stripe Payments
08/07/25	Clients Lottery
14/08/25	Stripe Payments
14/07/25	Sum up payments
21/07/25	Stripe Payments
21/07/25	Sum up payments
	Cash

Expense

Date	Description	INV No.
04/07/25	C Whiting - Summer Fest	1282
04/07/25	C Whiting - Summer Fest	1283
04/07/25	C Whiting - Summer Fest	1284
07/07/25	C Whiting - Community week bisuits	1285
07/07/25	C Whiting - Summer Fest	1286
07/07/25	C Whiting - Summer Fest	1287
07/07/25	C Whiting - Summer Fest	1288
07/07/25	C Whiting - Summer Fest	1289
07/07/25	C Whiting - Summer Fest	1290
07/07/25	C Whiting - Summer Fest	1291
11/07/25	C Whiting - Summer Fest	1292
11/07/25	C Whiting - Summer Fest	1293
11/07/25	C Whiting - Summer Fest	1294
14/07/25	Sean Walsh - summer fest	1295
16/07/25	C Whiting - Summer Fest	1296
16/07/25	C Whiting - Summer Fest	1297
18/07/25	Sarah Hughes - summer fest	1298
18/07/25	C Whiting - Leaver pizzas	1299

18/07/25	C Whiting - Summer Fest	1300
18/07/25	C Whiting - Leaver pizzas	1301
31/07/25	Sean Walsh - Disco	1302

Balance b/f
total income
total exp

Balance

Amount

144.68
62.40
251.76
72.73
532.68
623.18
463.42
<u>2,150.85</u>

Events	In	Out
	929.12	22.78
		35.00

Amount

10.39
8.99
6.99
40.40
22.78
35.00
12.99
22.16
11.99
22.98
3.00
31.13
3.05
125
79.98
141.91
69.05
29.91

Invoice states £23.98

351.2

77.56

50

1,156.46

32,071.25

2,150.85

1,156.46

33,065.64

Agrees to statement TN 4/11/25

Family & Friends of Mytchett Primary

Balance at Bank 01/04/2024 **13,863.06** *Agrees to bank statement*

Plus Income (already audited)

Apr-24	147.37	
May-24	5,435.32	
Jun-24	95.40	
Jul-24	1,613.82	7,291.91

Less Expenditure (already audited)

Apr-24	-	85.46	
May-24	-	2,037.15	
Jun-24	-	209.19	
Jul-24	-	3,692.77	-6,024.57

15,130.40

Plus Income (already audited) Income Expenditure Bank

August 2024 - July 2025 **40,718.83**

Less Expenditure (already audited)

August 2024 - July 2025 **- 22,783.59**

Balance at Bank 31/07/2025 **33,065.64** *Agrees to bank statement 31/7/25*

Total Income & Expenditure **48,010.74 - 28,808.16** *Income & Expenditure amounts agree to Annual Return 2025*
Periods: 01/04/24 - 31/07/25

Signed: *J A Newman*
24/02/2026