

TREASURER'S REPORT

Executive Summary

This report provides a summary of the PTA accounts for the last financial year, August 29th 2019 to August 28th 2020. During this period, the PTA has raised £23,550.21 profit and made £44,155.07 in donations to support the school (see section Donations from the PTA to the school, for a detailed breakdown).

In addition, after liaison with the school during the year, funds amounting to £21,192 (restricted funds) have been allocated for the next financial year, 2020/21.

Activities have been dramatically impacted by Covid 19 with the cancellations of all fundraising events and all face to face sales from March 2020 onwards. However, The PTA remains in an excellent financial position with total remaining funds of £54,842.81 at the end of the financial year 2019/20. A summary of the PTA finances for the last financial year is shown below.

Opening Balance at 29th August 2019	£75,447.67
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Less Expenditure	£70,928.99
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Current Account	£5,521.00
Savings Account	£48,120.95
Lottery Account	£1,200.86
Restricted Funds for 2020/21	£21,192
Working Capital	£3,000
Lottery Payments	£600
Reception area fencing	£5,900
Teachers vouchers (to be confirmed)	£4,050
First aid training for PTA members	£1,000
Ipads (amount to be confirmed)	£0
Maths mastery	£4,500
Foundation subjects development	£2,000
Staff lunches	£142
Available Unrestricted Funds for 2020/21	£33,650.38

A full breakdown of funds raised and contributions to the school are shown in Appendix A.

Fundraising in the first half of the 2019/20 year was exceptional due to the commitment of PTA volunteers and the continued quality of fundraising initiatives held. Unfortunately the impact of Covid 19 has meant that all planned fundraising events from April 2020 onwards had to be cancelled.

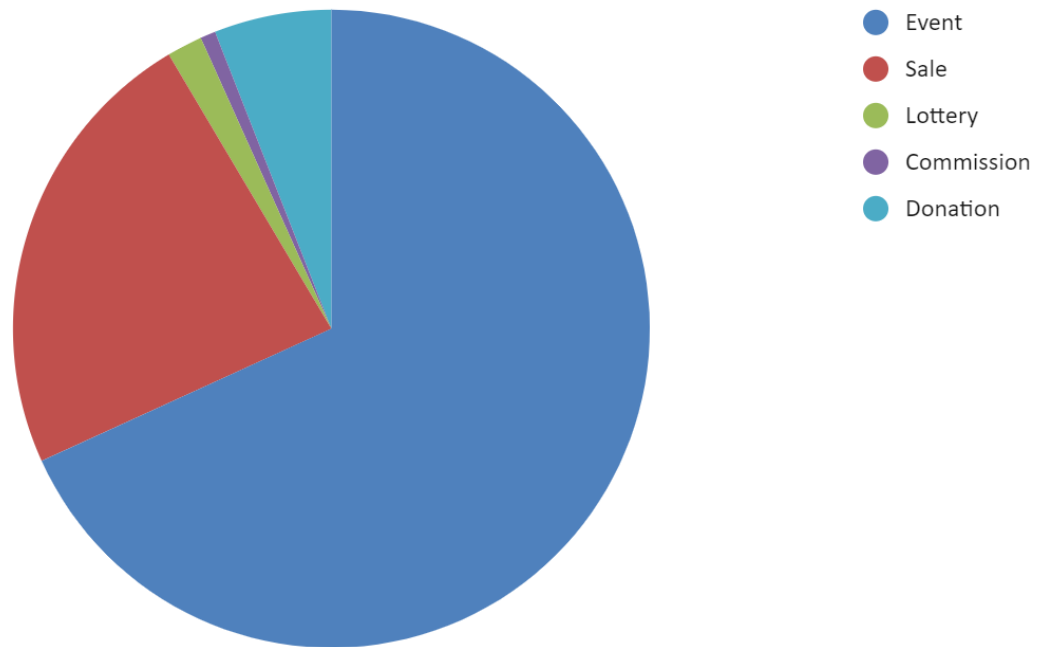
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Fundraising

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This year the PTA raised funds from the following events. A huge thank you from the PTA to all the many volunteers who helped organise and run these events.

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Christmas Fair	£10,107	£10,238
Y1-6 Disco	£1,714	£1,512
Easter Trail *	£286	£1,050
Online Quiz	£1,066	£0
Games Night **	£0	-£21
Fun Run **	£0	£1,172
5p Friday **	£0	£914
10p Tuesday **	£0	£570
Sunday Funday	£1,025	£918
Y6 Disco **	£0	£133
Halloween	£1,686	£1,378
Wreath Making Workshop	£760	£369
Summer Night at the Mansion **	-£8	£0
Y6 FunFest and end of term event	-£148	£0
TOTAL RAISED	£16,313	£28,970
* Event had to be cancelled at last minute and reduced to easter egg sale		
** Events did not take place due to Covid 19 restrictions		

Up until lockdown, fundraising through events were on par with last year. The negative costs for the Summer Fair relate to caretaker costs from the previous years' event which were invoiced by the school in this financial year. As the PTA operates a cash and receipt accounting basis these costs are included in the year that they are paid, not the year that they relate to. Because the Summer Fair had to be cancelled this year, this event is showing a small loss due to previous years costs. The Year 6 funfest and end of term event had negative costs as parent donations did not quite cover the expenses for these two events.

Lottery

The lottery continued to provide a regular source of funds. During lockdown the draw was suspended and the prize amounts are held in restricted funds for 2020/21

□ Balgowan PTA Lottery amount raised £431

Sales

The PTA also arranged a number of fundraising sales as follows:

SALES	2019/20	2018/19
Christmas Fair - Cards	£1,200	£1,241
Christmas Fair - Trees	£1,198	£770
Pantomime	£1,135	£942
Tea Towels	£829	£0
Really Useful Uniform Store	£625	£1,567
Playground Opening Bake sale	£262	£0
Balgowan Merchandise	£154	£115
Langley Rotary Fireworks	£144	£194
Tote Bags	£16	£842
Shortlands Comedy Night	£0	£94
Neals Yard percentage for Black Friday	£0	£57
KS1 Sports Day	£0	£230
Ice Cream Sales	£0	£1,507
	£5,563	£7,559

Donations

This year we received additional funds from the following donation schemes.

- ☐ Fund Matching £1,170
- ☐ Facebook page £255

Commission

This year we received commission from the following 3rd party organisations:

- ☐ The Giving Machine £65
- ☐ Amazon smile £120

Miscellaneous

Miscellaneous covers general costs, bank interest or charges and ad-hoc fundraising as follows:

PTA Costume Hire	£10
Bank Interest/Charges	£69
Miscellaneous	-£169
PTA-Events fees, NCPTA & CostCo Subscription	-£277
TOTAL	-£367

A more detailed breakdown on miscellaneous items is contained in Appendix B.

Donations from the PTA to the school

Donations to the school were budgeted to be £70,471 for the year. However, the PTA have only made payments of £44,555. This is due to planned programmes being suspended or delayed as the school had to change its priorities during lockdown. Less students were attending school and more teachers were working remotely supporting children with remote learning. This meant a lot of the planned activities were no longer required. The PTA is currently working with the school to understand what new funding requirements they will have for the new academic year.

The specific support for the school:

School funding	
Teachers Vouchers	£485
Outstanding Invoices from 2018-19	£5,355
Drama Teacher	£3,250
Playground	£28,647
Playground markings	£3,420
Playground accessories	£446
Leaver's Disco	£26
O2 Trip	£1,605
Key Text Project	£234
Excelsior Junior Award - Library	£50
Library Furniture	£494
Forest School Equipment	£543
Total	£44,555

APPENDIX A - YTD report for period 29th August 2019 to 28th August 2020

Type	Category	Expenditure	Income	Profit	Profitability %
Event	Summer Fair	£175.68	£0.00	-£175.68	N/A
Event	Christmas Fair	£7,749.86	£17,857.19	£10,107.33	56.60%
Event	Y1-6 Disco	£427.56	£2,141.86	£1,714.30	80.04%
Event	Easter Trail	£51.00	£337.20	£286.20	84.88%
Event	Online Quiz	£0.00	£1,066.09	£1,066.09	100.00%
Event	Sunday Funday	£429.18	£1,454.29	£1,025.11	70.49%
Event	Halloween	£1,756.69	£3,442.30	£1,685.61	48.97%
Event	Wreath Making Workshop	£926.39	£1,686.73	£760.34	45.08%
Event	Summer Night at the Mansion	£220.00	£212.11	-£7.89	N/A
Event	Y6 FunFest and end of term event	£1,833.19	£1,684.80	-£148.39	N/A
Lottery	Balgowan PTA Lottery	£650.00	£1,081.00	£431.00	39.87%
Sale	Playground Opening Bake sale	£0.00	£262.49	£262.49	100.00%
Sale	Langley Rotary Fireworks	£382.20	£526.40	£144.20	27.39%
Sale	Christmas Fair - Cards	£3,853.32	£5,053.30	£1,199.98	23.75%
Sale	Tea Towels	£0.00	£828.79	£828.79	100.00%
Sale	Tote Bags	£0.00	£16.00	£16.00	100.00%
Sale	Really Useful Uniform Store	£0.00	£624.91	£624.91	100.00%
Sale	Pantomime	£5,890.50	£7,025.91	£1,135.41	16.16%
Sale	Christmas Fair - Trees	£1,357.39	£2,555.01	£1,197.62	46.87%
Sale	Balgowan Merchandise	£0.00	£153.72	£153.72	100.00%
Donation	Fund Matching	£400.00	£1,570.00	£1,170.00	74.52%
Donation	FaceBook Donation from parents	£0.00	£255.33	£255.33	100.00%
Commission	The Giving Machine	£0.00	£65.30	£65.30	100.00%
Commission	Amazon Smile	£0.00	£119.69	£119.69	100.00%
Miscellaneous	PTA Costume Hire	£0.00	£10.00	£10.00	100.00%
Miscellaneous	Bank Interest/Charges	£0.00	£68.71	£68.71	100.00%
Miscellaneous	Miscellaneous	£394.46	£225.00	-£169.46	N/A
Miscellaneous	PTA-Events fees, NCPTA & CostCo Subscription	£276.50	£0.00	-£276.50	N/A
	Total Fundraising	£26,773.92	£50,324.13	£23,550.21	

APPENDIX B – Detail of miscellaneous spend and income

05/09/19	Fun Run 2019 sponsorship	45.00
17/09/19	Payment for 2019 Tote bag	6.00
24/09/19	Payment for 2019 Tote bag	12.00
25/09/19	Payment for 2019 Tote bag	6.00
04/11/19	General PTA expenses	- 132.00
14/01/20	Plastic boxes for PTA shed	- 115.50
30/01/20	Unknown donation	31.00
21/05/20	Bank compensation	100.00
29/06/20	General PTA expense for 4 flags	- 71.96
23/07/20	Unknown donation	25.00
29/07/20	Gift for Mr Leggatt	- 75.00
Total		- 169.46

APPENDIX C - Restricted funds for 2020/21

Working Capital	£3,000
Lottery Payments	£600
Reception area fencing	£5,900
Teachers vouchers (to be confirmed)	£4,050
First aid training for PTA members	£1,000
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Total	£21,192

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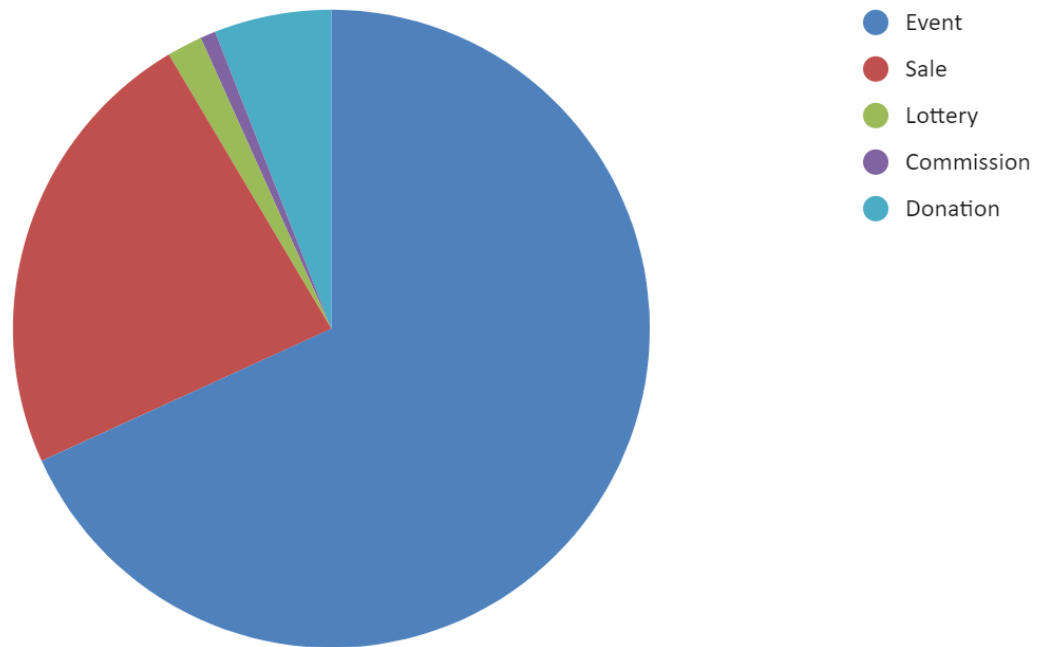
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Staff lunches	£142
Total	£21,192



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

BALGOWAN SCHOOL PARENT TEACHER ASSOCIATION

**On accounts for the year
ended**

28/08/2020

**Charity no
(if any)**

1104893

Set out on pages

(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 28/08/2020

**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:

Jackie Mitchell

Date:

09/04/21

Name:

JACKIE MITCHELL

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

FCCA - 0763863

Address:

FLAT 13 CARTMEL COURT

30 SHORTLANDS ROAD

BROMLEY KENT BR2 0XS