



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Sept	2023		31	August	2024

Section A Reference and administration details

Charity name

Llangattock School PTA

Other names charity is known by

Llangattock CIW School PTA

Registered charity number (if any)

1105087

Charity's principal address

Llangattock CIW School

Llangattock

Powys

NP8 1PH

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	Dr Tom Rees	Chairman	12/12/23 onwards	N/A
2	Mr Chris Bennett	Treasurer	26/09/23 onwards	N/A
3	Mrs Sarah Gowdy	Secretary	26/09/23 – 30/09/24	N/A

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

Name	Dates acted if not for whole year
N/A	N/A

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A	N/A	N/a

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

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	No current extant Governance Document, action to draft and implement a formal constitution in 24/25 period.
How the charity is constituted (eg. trust, association, company)	Registered Charitable Incorporated Organisation with the Charity Commission
Trustee selection methods (eg. appointed by, elected by)	Elected by quorum at AGM/EGMs

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.

Llangattock CIW School PTA operates on a relative risk-free basis; operational costs are low and there is only one beneficiary for the funds raised (Llangattock CIW School) so required governance is minimal.

Decisions on allocation and distribution of funding is decided by quorum at AGM/EGMs, the day-to-day expenses and running costs for events is managed by the Trustees. The Treasurer keeps detailed accounts on expense and income which are available on request. Access to the organisations bank accounts is on a two-to-sign basis.

A formal governance document / constitution will be developed and implemented in the 2024/2025 reporting period and a new Secretary will be elected at the 2024/2025 AGM to support this.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

Llangattock School PTA has the standing objective of raising funds to benefit the Llangattock CIW School and its 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)

The main fundraising activities for the reporting period have been the organisation and running of the following events:

1. School Christmas Fair (December 2023)
2. Christmas Raffle (December 2023)
3. School Sports Day BBQ (June 2024)
4. Pimms Stall at Llangattock Village Summer Fete (July 2024)
5. School Summer Fair (July 2024)
6. Summer Raffle (July 2024)
7. 2024 Green Man Festival – The Dragon’s Deli stall (August 2024)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Trustees would like to acknowledge the invaluable contribution of the parent and teacher volunteers to ensuring the success of the above fundraising events. This volunteering of time, effort and expertise has enabled the PTA to raise considerable funds during the reporting period. This is certainly ‘punching above our weight’ considering the relatively small community from which volunteers can be drawn and provides a material difference to the school at a time where budgets are being stretched.

Summary of the main achievements of the charity during the year

The main achievements of the charity over the reporting period have been:

1. Taking on the organising and running of the Dragon Deli at Green Man Festival, with a completely new organisational team. This raised **£12,028.84** in profit which is the highest recorded amount for the Deli in the near decade that the PTA has been running it.
2. From a relatively small school of approx. 100 pupils, there has been a small core group of volunteers that have enabled two fairs, a BBQ and two raffles to be organised and run. These events cumulatively brought in approx. **£6,000.00**.
3. As well as supporting the above, this same group of volunteers made up the manning team for the Dragon Deli at Green Man festival, giving up a considerable amount of their own time to ensure the success of the venture.
4. The combined efforts of the PTA (past and present) have created the enviable position of being able to transfer **£35,000.00** of funding to the school in the 24/25 reporting period.

Section E

Financial review

Brief statement of the charity's policy on reserves

Previous PTA management has led to considerable amounts of cash being left in reserve. This has historically been to manage any cash shortfall for preparations for the Dragons Deli (costs for which can run to above £5,000.00 annually).

It is the view of the new PTA committee that barring a minimal reserve for unforeseen costs, there is more benefit for these reserves to be transferred to the school as-and-when available, for the benefit of the school and its pupils.

Details of any funds materially in deficit

Not applicable – no deficits of any kind to report.

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.

No funds have been distributed to the school in this reporting period. In the past funding from the PTA to the school has been done on a 'piecemeal' basis for individual investments. The new PTA committee believe that a better way to manage this and to reduce admin burden is to complete fewer, but larger transfers to fund a 'shopping list' from the school.

To this end, the PTA AGM on 16/10/24 will be voting on a transfer of £35,000.00 to the school from PTA funds against the school's 'shopping list' (to be presented by Mrs K. Durbin, Headteacher). Further transfers may be voted on throughout the next reporting period in accordance with the reserves policy above.

Section F

Other optional information

N/A

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)

Position (eg Secretary, Chair, etc)

Date

Christopher Peter Bennett	Thomas John Rees

Treasurer	Chairman
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16 October 2024

Accounts 01/09/23-31/08/24:			
GM24 Gross Income	£19,664.19	GM24, Summer Fair/Raffle, Llangattock Fair & Sports Day BBQ Expenses	-£4,911.46
Summer Fair and Raffle Gross Income	£2,175.00	Parentkind Subs	-£153.00
Llangattock Fair and Sports Day BBQ Gross Income	£648.05	GM23 Expenses	-£4,305.06
Xmas Fair and Raffle Net Income	£3,228.37		
GM23 Gross Income	£12,968.18		
Total	£38,683.79	Total	-£9,369.52
Net Profit for reporting period 01/09/23-31/08/24	£29,314.27		