

**BUSBRIDGE JUNIOR SCHOOL PTA**  
**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 JULY 2024**

**BUSBRIDGE JUNIOR SCHOOL PTA**  
**ANNUAL REPORT AND ACCOUNTS**  
**CHARITY INFORMATION**

Charity Name	Busbridge Junior School PTA
Charity Registration Number	1108322
Principal Address	Busbridge Junior School Brighton Road Godalming Surrey GU7 1XA

**BUSBRIDGE JUNIOR SCHOOL PTA**  
**ANNUAL REPORT AND ACCOUNTS**  
**TRUSTEES' ANNUAL REPORT**

The trustees present their annual report and accounts for the year ended 31 July 2024.

**Trustees**

The names of the charity trustees managing the charity on the date the annual report is signed are as follows:

Mrs R Roseblade (Chair)  
Mrs D Baker (Vice Chair)  
Mr R Day (Treasurer)

**Structure, Governance and Management**

Busbridge Junior School PTA became a registered charity in 2005 and is constituted by Articles of Association adopted at that time and subsequently revised in 2017. New trustees are appointed or re-appointed annually by the members of the charity. Membership of the charity is open to all parents, guardians or carers of any pupil currently attending the school and teaching and non-teaching staff currently employed by the school.

**Objects and Activities**

The objects of the charity set out in its governing document are as follows:

1. To advance the education of the pupils of Busbridge Junior School.
2. To develop effective relationships between staff, parents and others associated with the school.
3. To engage in activities and provide facilities or equipment which support the school and advance the education of the pupils.

The charity's activities focus on organising various fundraising extra-curricular events for the pupils, staff and parents, and providing assistance to the school on special events. In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit.

**Financial Review**

The PTA started the year with reserves of £11,895 raising £25,484 from fundraising events and incurring operating expenses of £919. Having pledged a total of £12,387 in donations during the year to fund various school activities, the PTA closed the year with reserves of £24,073, which will be used in the future to support the school in line with its objectives. The PTA also holds £517 in its bank account on behalf of the school, raised through donations.

The PTA held several fundraising events during the year, most notably a Christmas Fayre and associated Secret Shopping event, Fireworks Night and a Summer BBQ. Other key fundraising activities involved summer ice-creams sales, school discos for children and a similar event for parents, sponsored bouncy

castle and bike rides. The PTA also raised money from local estate agents for advertising boards, second hand uniform sales and various other initiatives detailed in the notes to these financial statements.

Amounts pledged to the school include further contributions to the school's multi-use games area ("MUGA") project, new equipment, books, furniture, science and art equipment, and other amounts detailed in the notes to these financial statements.

The PTA relies entirely on the voluntary efforts of its committee, teachers and parents to organise and run events and activities. All such work is greatly appreciated, and most amounts raised are generated entirely due to the generosity of parents and teachers in giving time and resources.

### **Declaration**

The trustees declare that they have approved the trustees' report above, and the report is signed on behalf of the charity's trustees by:

*Electronically  
signed by:  
Richard J Day  
Date: Dec 2,  
Richard J Day 2024 21:30 GMT*

Richard Day  
Treasurer  
Date: 2<sup>nd</sup> December 2024

**BUSBRIDGE JUNIOR SCHOOL PTA**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 JULY 2024**

	Note	2024	2023
<b>Income</b>			
Charitable activities		29,160	36,617
Donations		7,635	1,000
		<hr/>	<hr/>
<b>Total Income</b>		<b>36,795</b>	<b>37,617</b>
<b>Expenditure</b>			
Charitable activities		11,311	12,224
Other expenses		919	656
		<hr/>	<hr/>
<b>Total expenditure</b>		<b>12,230</b>	<b>12,880</b>
		<hr/>	<hr/>
<b>Net income / (expenditure)</b>		<b>24,565</b>	<b>24,737</b>
Amounts pledged to the school		12,387	17,975
		<hr/>	<hr/>
<b>Net movement in funds</b>		<b>12,178</b>	<b>6,762</b>
		<hr/>	<hr/>
<b>Reconciliation of funds</b>			
Total funds brought forward		11,895	5,133
Movement in funds		12,178	6,762
		<hr/>	<hr/>
<b>Total funds carried forward</b>		<b>24,073</b>	<b>11,895</b>
		<hr/>	<hr/>

**BUSBRIDGE JUNIOR SCHOOL PTA**  
**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 JULY 2024**

	Notes	2024	2023
<b>Current assets</b>			
Debtors		-	561
Stock		560	558
Cash and Bank		28,751	46,838
		<hr/>	<hr/>
<b>Total current assets</b>		29,311	47,956
<b>Creditors:</b> Amounts falling due within one year		(5,238)	(36,061)
		<hr/>	<hr/>
<b>Total net assets</b>		<b>24,073</b>	<b>11,895</b>
		<hr/>	<hr/>
<b>Funds of the charity</b>			
Unrestricted funds		24,073	11,895
		<hr/>	<hr/>
<b>Total funds</b>		<b>24,073</b>	<b>11,895</b>
		<hr/>	<hr/>

*Richard J Day* Electronically signed  
by: Richard J Day  
Date: Dec 2, 2024  
21:30 GMT

Richard Day  
PTA Treasurer  
Date: 2<sup>nd</sup> December 2024  
On behalf of the trustees

**BUSBRIDGE JUNIOR SCHOOL PTA**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 JULY 2024**

**Note 1: Basis of Preparation**

**1.1 Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

**1.2 Going concern**

These accounts have been prepared on a going concern basis and there are no material uncertainties that would cast doubt on the charity's ability to continue as a going concern.

**1.3 Change of accounting policy**

The accounts present a true and fair view and the accounting policies adopted are those outlined in note 2. There has been no change of accounting policy in the reporting period.

**Note 2: Accounting Policies**

**2.1 Income**

Income is recognised in the Statement of Financial Activities when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

**2.2 Expenditure**

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

<b>3. Charitable activities</b>	<b>2024</b>	<b>2024</b>	<b>2023</b>	<b>2023</b>
	<b>Income</b>	<b>Expenditure</b>	<b>Income</b>	<b>Expenditure</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Christmas Fayre	3,952	750	5,550	1,192
Fireworks night	8,825	4,913	9,442	5,087
Summer BBQ	4,733	2,411	5,685	2,495
Ice Creams	1,652	630	1,967	722
Disco	1,536	507	3,171	1,085
Gin Sales	-	-	110	-
Sports Day	109	68	194	49
Easy Fund Raising	571	-	750	-
Town Council Advertising Boards	870	-	1,365	-
Bouncing for Busbridge	2,474	-	2,867	95
Amazon Europe	-	-	261	-
Christmas Secret Shopping	1,345	235	1,419	159
Christmas Cards	-	8	345	15
Nineties Disco	-	-	1,425	998
School Uniform	221	1	599	2
Easter Events	-	97	1,053	323
Big PTA Raffle	-	-	17	-
Bike Ride	105	-	297	-
Stikins Name Labels	182	-	101	-
Stationery Sales	104	-	-	-
Adults Football	2,236	1,612	-	-
Wreath Making	245	9	-	-
Year Book	-	70	-	-
	<b>29,160</b>	<b>11,311</b>	<b>36,617</b>	<b>12,224</b>



<b>4. Amounts pledged to the school</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
MUGA donation (fireworks 2022)	-	3,500
MUGA pledge (July 2023)	-	6,500
MUGA pledge (Autumn 2023)	7,625	
Books (£50 per class per term)	1,200	1,200
Dictionaries	-	210
Round tables for Year 3 reading	-	498
Art supplies	310	203
Books (further one-off donation)	300	1000
Seedlings and plants for garden	-	100
Science equipment	-	500
Gazebos	-	341
IT equipment – class PCs	-	1000
Hardship fund	-	500
Data loggers	-	1000
Library table	-	300
Ice-lollies (beach trip)	499	325
Pantomime (December 2023)	-	798
Foreign Language Tool	400	-
Trickbox Resource	500	-
Brazilian Martial Arts Day	500	-
Stationery	38	-
Craft	175	-
School Chairs	590	-
Author Visit	250	-
	<b>12,387</b>	<b>17,975</b>
<b>5. Debtors</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Charitable activities	-	561
<b>6. Creditors: Amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Amounts pledged to school	4,055	28,038
Amounts held on behalf of school	517	8,024
Charitable activities (Deferred income)	666	-
	<b>5,238</b>	<b>36,061</b>

**Busbridge Junior School PTA**

Year ended 31 July 2024

**Independent Examiner's Report to the Trustees**

**Responsibilities and basis  
of report**

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

As the charity's trustees, 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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:**



**Date:**

26/11/2024

**Name:**

Graham Seddon ACA

**Address:**

129 High St

Guildford, Surrey

GU1 3AA