



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Report to the trustees

Charity Name
Minchinhampton School PTA

On accounts for the year ended

31 August 2023

Charity no
(if any) **1118308**

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2023.

Responsibilities and basis of report

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:

27 June 2024

Name:

Joanna Adams

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

FCA, ICAEW

Address:

Only complete if the examiner needs to highlight material 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.

N/a

Minchinhampton School PTA

Reference and administrative details

For the year ended 31 August 2023

Status	The organisation is a registered charity, registered on 9 March 2007	
Governing Document	The charity is constituted under a constitution dated 27 June 2006, as amended on 12 February 2015	
Charity Number	1118308	
Registered Office	Minchinhampton CofE Primary Academy School Road Minchinhampton Stroud Gloucestershire GL6 9BP	
Trustees	Liz Marney Jessy Bryan Sandra Sawyer Emma Robertson Joanna Minto Amy Clarke Nick Moss Hannah Saunders Emma Austin Alice Banks	Appointed 22/09/23 (Chair) Appointed 03/10/23 (Vice Chair) (Treasurer) Appointed 22/09/23 (Vice Treasurer) Appointed 03/10/23 (Vice Treasurer) (Appointed 22/09/23 (Secretary) (Headteacher) Appointed 22/09/23 Resigned 26/09/23 Appointed 26/09/23 Appointed 26/09/23
Bankers	Lloyds Bank plc 12 Rowcroft Stroud Gloucestershire GL5 3BD	
Independent Examiner	Joanna Adams, FCA (Member of the ICAEW)	

Minchinhampton School PTA

Report of the trustees

For the year ended 31 August 2023

The trustees present their report and the unaudited financial statements (prepared on the receipts and payments basis) for the period ended 31 August 2023.

Structure, Management, and Governance

Minchinhampton School PTA is a charitable trust established under a constitution dated 27 June 2006 (amended on 12 February 2015) and registered with the Charity Commission on 9 March 2007.

The charity is governed by a board of trustees, as listed on page 1. The trustees delegate the day-to-day operation of the charity to a team of volunteers primarily consisting of parents/carers of children who attend the school, and school staff.

PTA committee meetings are generally held every half term, or as required. All parents/carers of children attending the school are invited to attend committee meetings, along with staff representatives from the school.

Sub-committees are set up as required to co-ordinate the various fundraising events throughout the year.

The trustees review the risks facing the charity on an ongoing basis and have put in place systems to manage and mitigate such risks.

Activities and objectives

The charity's objects are to raise funds in the local community and, where possible, further afield, entirely to be expended for the benefit of the pupils at Minchinhampton School - through the subsidy of educational trips, the purchase of "capital" items for use in school, whether sporting, artistic, cultural, or specifically educational and generally to help further the school's goals.

In setting their objectives and planning the charity's activities, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

Summary

The income for 2022-23 was £43,881 which is almost double that of the year 2021-22 which came to £21,566 and increased beyond pre-Covid levels where the income in the comparable year of 2018-19 was £36,560. Expenditure for 2022-23 was £39,462 in comparison to £20,286 in 2021-22. The bank balances on 31st August 2023 were £12,386 in the Treasurers Current account and £5,270 in the Deposit account.

There are a couple of items to note; Cogfest May 2021 event income came in early September 2022 (£1,591) and income from ticket sales for the Comedy Night taking place in September 2023 (£2,379) came in prior to the financial year of 2022-23. Even with this extra income which really belongs to other financial years the amount raised is phenomenal. This is down to a lot of hard work from the sub-committees that led on each of the events and many volunteers from the parent and teaching body.

The trustees initially set a target level of reserves of £4,000 to cover any annual commitments, running costs and any contingencies that might arise throughout 2022-23. As usual this will be revisited in the new financial year.

Minchinhampton School PTA

Report of the trustees

For the year ended 31 August 2023

The financial year of 2022-23 has seen a return of many events that have been lacking over the last 3 years which is a cause for celebration and has brought in much of the extra income. As a result, the PTA has been able to donate £23,878 this year to the school. This has included the annual Scrapstore subscription (£1,005), annual trips subsidy (£1,926), training of reading volunteers (£1,320), waterproofs for foundation stage (£1,436), Maths equipment (£842), subsidy for 2022 Y6 leavers (£86), 2023 leavers gifts (£225), new starters book bags and books (£510 and £108 respectively), library books (£1,000) and stationary items (£7,300). In addition to these the PTA has been able to support the school to the tune of £6,191 for the setting up and supplying of calming spaces containing sensory paraphernalia and funding £1,926 worth of SEN equipment.

Many of the events this year have increased their profits from pre-Covid levels with fireworks bringing in the most £7,288 in comparison to £5,541 in 2021-22. Christmas Fair profits of £5,312 in comparison to £3,397 in 2019-20 when the last full one was able to run. Summer Fete profits were £6,602 in comparison to £6,098 when the last one was run in 2019. Of the smaller events such as Christmas cards (£707), Valentines Disco (£402), Ice cream Friday (£634) and Easter Egg Hunt (£844) have been the most successful yet. It was decided that the profits made from the Summer Fete will be designated towards new playground equipment. The remainder of the money in the treasurer's current account is allocated for upfront Comedy Night and Fireworks expenses.

Committee overheads and expenses which came to a total of £1,525 have included the purchase of items such as walkie talkies, a new urn, wine glasses, menu display boards and reusable cups which all can be used many times over at a variety of different events. Within the remaining expenses there is the subscription for localgiving and the small lottery license and the monthly subscription to Xero our accounting package which is linked to the bank feed. The cost of purchasing Xero is outweighed by the time it saves in balancing the accounts regularly.

The use of SumUp has proved invaluable for contactless purchases even with the 1.69% transaction fee when using the machine and 2.5% fee for anything bought using the online link.

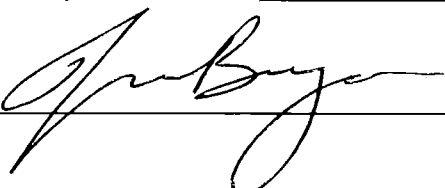
In April 2023 the trustees applied for Minchinhampton School PTA for recognition as a charity for tax purposes. On 15th May 2023 this was awarded meaning going forward the charity can make claims for the repayment of tax under the Gift Aid Scheme.

There are a variety of other revenue and donation streams that add to the PTA's annual income these include uniform sales, Your School Lottery, easyfundraising, localgiving, Bristol Textiles, Christmas Trees, and Amazon Smile.

This year sees the last of the financial donations from Coventry Building Society as they have decided to redirect them elsewhere. The trustees thank them for the support they have provided over the years.

The trustees who served during the period and up to the date of the signing of this report are listed on page 1.

Approved by the trustees on 27 June 24 and signed on their behalf by:

 Position Co Chair

Profit and Loss
Minchinhampton School PTA
For the year ended 31 August 2023

Account	2022	2023
Income		
Events		
Fireworks Income	10,902.92	13,834.81
Christmas Fair Income	1,588.65	5,945.21
Film Night Income	411.70	-
Valentine's Disco Income	-	651.80
Eco Event Income	399.04	-
Quiz Night Income	-	1,021.89
Easter Egg Hunt Income	1,344.43	1,253.89
CogFest Income	1,865.02	1,591.28
Summer Fair Income	-	11,435.45
Comedy Night Income	-	2,379.00
Total Events	16,511.76	38,113.33
Sales		
Ice Cream	504.66	1,269.07
Uniform	536.76	441.06
Book Bags	7.00	20.40
Christmas Cards	531.30	707.10
Total Sales	1,579.72	2,437.63
Donations		
Bristol Textiles	337.80	184.50
Christmas Trees	303.20	354.90
Easyfundraising	253.33	273.73
Local Giving	211.76	552.21
School Lottery	1,858.70	1,397.20
Other Donations	508.37	523.45
Total Donations	3,473.16	3,285.99
Bank Interest		
Bank Interest	1.14	43.65
Total Bank Interest	1.14	43.65
Total Income	21,565.78	43,880.60
Expenditure		
Donations Paid to School		
Donations to School	12,431.46	23,877.98
Total Donations Paid to School	12,431.46	23,877.98
Event Costs		
Fireworks Expenditure	5,361.74	6,546.72
Christmas Fair Expenditure	291.90	632.90
Film Night Expenditure	84.96	-
Valentine's Disco Expenditure	-	249.80
Eco Event Expenditure	258.20	-
Quiz Night Expenditure	-	500.54
Easter Egg Hunt Expenditure	558.95	409.52
Summer Fair Expenditure	-	4,833.55
Comedy Night Expenditure	-	250.00
Total Event Costs	6,555.75	13,423.03
Sales Costs		
Ice Cream Expenditure	196.17	635.42
Christmas Cards Expenditure	15.85	-
Total Sales Costs	212.02	635.42
Overheads		
General Overheads	1,047.88	1,506.58
Committee Expenses	39.35	18.75
Total Overheads	1,087.23	1,525.33
Total Expenditure	20,286.46	39,461.76
Profit / Loss	1,279.32	4,418.84

Balance Sheet
Minchinhampton School PTA
As at 31 August 2023

Account	31 Aug 2022	31 Aug 2023
Bank & Cash		
Current Account	4,010.61	12,385.80
Deposit Account	9,226.09	5,269.74
Cash Floats	0.00	0.00
Total Bank & Cash	13,236.70	17,655.54
Total Cash Funds	13,236.70	17,655.54
Reserves		
Opening Balance	11,957.38	13,236.70
Current Year Earnings	1,279.32	4,418.84
Total Reserves	13,236.70	17,655.54