

Kyson PTFA Treasurer's Report 2022 / 2023

Current balance of account as at 12th September 2023 - Bank: £30,268.98 Petty Cash: £29.65

(Accounts audited by Samantha Crane 15th August 2023 – agreed by the Governors to audit school fund account, Sam kindly agreed to do the PTFA accounts as the same time – full audited accounts available for review)

Summary Revenue Account

Headings	Total Expenditure	Total income	Deficit	Surplus	Notes
Fireworks	£2835.45	£5872.31		£3036.86	Deposit paid for Nov 23 display
Xmas Cards	£1451.80	£1830.50		£378.70	
Crackers	£132.00		(£132.00)		
Uniform		£159.26		£159.26	
Admin	-	-	-	-	
Donations		£5000.00		£5000.00	Donor wishes to remain anonymous
Valentines	-	-	-	-	
Mother's Day	£261.60	£857.42		£595.82	
Summer fair	£3616.73	£18791.34		£15174.16	Includes £7835.48 surplus from 21/22
Yr 6 Leavers gift	-	-	-	-	
Licences	£140.00		(£140.00)		
Amazon		£412.32		£412.32	
Father's Day	£197.89	£385.65		£187.76	
Xmas raffle	-	-	-	-	
Disco	£127.35	£622.44		£495.09	
Grants		£1916.67		£1916.67	Adnams Communication Grant
Fees	£8.87		(£8.87)		
Quiz night	£524.75	£923.49		£398.74	
Total			(£280.87)	£27755.83	£2793.97 balance b/fwd 21/22 + £27474.96 surplus 22/23 = £30268.93

Total funds raised 1st August 2022 – 31st July 2023 = £19639.48

Future Expenditure: Transfer £23,359.50 to Kyson Primary School Account in respect of the deposit paid for the new Smart Garden Office.

Schools wish list to be approved by the committee – replacement interactive white boards.

Recommendation to maintain a minimum current account balance of £2,500.

Petty cash – does this need to be increased?

School Fund

PTFA			SUMMARY REVENUE ACCOUNT			
	HEADINGS		TOTAL EXP	TOTAL INC	DEFICIT	SURPLUS
	Fireworks		2,835.45	5,872.31	0.00	3,036.86
	Xmas Cards		1,451.80	1,830.50	0.00	378.70
	Crackers		132.00	0.00	132.00	0.00
	Uniform		0.00	159.26	0.00	159.26
	Admin		0.00	0.00	0.00	0.00
	Donations		0.00	5,000.00	0.00	5,000.00
	Valentines		0.00	0.00	0.00	0.00
	Mothers Day		261.60	857.42	0.00	595.82
	Summer Fair		3,616.73	18,791.34	0.00	15,174.61
	Leavers Gift		0.00	0.00	0.00	0.00
	Licences		140.00	0.00	140.00	0.00
	Amazon		0.00	412.32	0.00	412.32
	Fathers Day		197.89	385.65	0.00	187.76
	Xmas Raffle		0.00	0.00	0.00	0.00
	Easter		0.00	0.00	0.00	0.00
	Disco		127.35	622.44	0.00	495.09
	Grants		0.00	1,916.67	0.00	1,916.67
	Fees		8.87	0.00	8.87	0.00
	Quiz night		524.75	923.49	0.00	398.74
			0.00	0.00		
					280.87	27,755.83
			NET SURPLUS/DEFICIT TRANSFERRED			£
			TO ACCUMULATED FUND			27,474.96

School Fund

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School Fund

SCHOOL FUND		SUMMARY TRADING ACCOUNT			
			PURCHASES		SALES
		STOCK B/F	0.00		0.00
		BOUGHT	0.00		
		WRITTEN OFF	0.00		
			0.00		
		LESS STOCK			
		C/F	0.00		
		COST OF			
		SALES	0.00		
		PROFIT	0.00	LOSS	0.00
		TOTALS:	0.00		0.00

School Fund

PTFA		TRIAL BALANCE						
	TOTAL	TOTAL	NET DEFICIT (-)	VISITS	VISITS			
	EXPENDITURE	INCOME	OR SURPLUS	DEFICIT	SURPLUS			
HEADINGS								
Fireworks	2,835.45	5,872.31	3,036.86	IF 'VISIT' FUNDS ARE TO BE KEPT OPEN INTO				
Xmas Cards	1,451.80	1,830.50	378.70	THE NEW PTFA YEAR, IN COLUMN 'H10,H11,H12				
Crackers	132.00	0.00	(132.00)	ENTER		YES		
Uniform	0.00	159.26	159.26					
Admin	0.00	0.00	0.00					
Donations	0.00	5,000.00	5,000.00		0.00			
Valentines	0.00	0.00	0.00				0.00	
Mothers Day	261.60	857.42	595.82		0.00			
Summer Fair	3,616.73	18,791.34	15,174.61					
Leavers Gift	0.00	0.00	0.00	N.B.				
Licences	140.00	0.00	(140.00)	TO CONTINUE THE TRADING				
Amazon	0.00	412.32	412.32	ACCOUNT INTO THE NEXT YEAR,				
Fathers Day	197.89	385.65	187.76	TYPE " OPEN " IN CELL H25				
Xmas Raffle	0.00	0.00	0.00	AND ENTER CLOSING STOCK VALUE				
Easter	0.00	0.00	0.00	IN CELL H30				
Disco	127.35	622.44	495.09					
Grants	0.00	1,916.67	1,916.67	TO CLOSE THE TRADING ACCOUNT				
Fees	8.87	0.00	(8.87)	ACCOUNT TYPE " CLOSE " IN CELL H25				
Quiz night	524.75	923.49	398.74					
.	0.00	0.00	0.00					
	0.00	0.00	0.00					
.	0.00	0.00	0.00			OPEN		
C/F BANK	30,268.93		(30,268.93)					
C/F CASH	#VALUE!	#VALUE!	#VALUE!					
B/F ACC.FUND		#VALUE!	#VALUE!					
STOCK B/F			#VALUE!	STOCK C/F				
	#VALUE!	#VALUE!	#VALUE!					

EXP	AUGUST	OLD YEAR	BAL=	2,793.97		Deposit		Transfers	£0												ENTER STOCK BROUGHT FORWARD VALUE IN AA4								
DATE	DETAIL		BANK	CHEQUES	TOTALS	Fireworks	Xmas cards	Crackers	Uniform	Admin	Donations	Valentines	Mothers Day	Summer Fair	Leavers Gift	Licences	Amazon	Fathers Day	Xmas Raffle	Easter	Disco	Grants	Fees	Quiz night					
	COLUMN F		PAYMENT TO	BE	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£			
	BROUGHT FORWARD	CHEQUE	MONTH	CASHED	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
	TOTAL FOR MONTH	NUMBER	TOTAL		123.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	123.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
	CUMULATIVE C/F		4,653.47	0.00	123.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	123.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
	Cheq issued 21/22 - R Larsen	1043	12.98	0.00	12.98									12.98															
	Cheq issued 21/22 - N Wells	1042	110.99	0.00	110.99									110.99															
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EXP	JANUARY		BANK	Cumulative	Deposit	#VALUE!	Transfers >	£0																							
DATE	DETAIL		PAYMENT	CHEQUES	TOTALS	Fireworks	Xmas cards	Crackers	Uniform	Admin	Donations	Valentines	Mothers Day	Summer Fair	Leavers Gift	Licences	Amazon	Fathers Day	Xmas Raffle	Easter	Disco	Grants	Fees	Quiz night							
	COLUMN F		MONTH	TO	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
	BROUGHT FORWARD	CHEQUE	BE		4,165.07	2,272.95	1,451.80	132.00	0.00	0.00	0.00	0.00	0.00	180.97	0.00	0.00	0.00	0.00	0.00	0.00	127.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL FOR MONTH	NUMBER	TOTAL	CASHED	140.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	140.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	CUMULATIVE C/F		17,657.74	#VALUE!	4,305.07	2,272.95	1,451.80	132.00	0.00	0.00	0.00	0.00	0.00	180.97	0.00	140.00	0.00	0.00	0.00	0.00	127.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
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Compatibility Report for SCHOOL FUND SPREADSHEET 2013 - 2014.xls

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AUDIT CERTIFICATE

NAME
Kyson Primary School PTFA

I have examined all of the accounts comprising the PTFA fund account together with all the relevant supporting documents and have obtained all the necessary information and explanations relating to that Fund.

I certify that the Final Accounts (Summary Revenue Account and Balance Sheet) present an accurate picture of the activities and transactions undertaken on behalf of the fund.

Auditors Signature: *Selene* Date: 11-09-23

Name (CAPITALS): SAMANTHA CRANE

Status: SCHOOL BUSINESS MANAGER E.g. parent/accountant