



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	09	2023		31	08	2024

Section A

Reference and administration details

Charity name

Harrow Lodge Primary PTA

Other names charity is known by

Registered charity number (if any)

1130641

Charity's principal address

Harrow Lodge primary School

Rainsford way

Hornchurch, Essex

Postcode

RM12 4BP

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	Kelly Lawson	Chair	01/09/23 – 31/08/2024	
2	Jason Cordery	Treasurer	01/09/23 – 31/08/2024	
3	Hanna Walsh	Secretary	01/09/23 – 31/08/2024	
4	Danielle Cooper	Vice chair	01/09/23 – 31/08/2024	
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20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by Members at AGM and hold office until next AGM. Nominations can be made by any member and seconded by another

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.

Risk Assessments are carried out for all funds raising events. These are checked by the site manager and agreed with Head teacher

Section C Objectives and activities

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

The objective of Harrow Lodge primary School PTA is to advance the education of the pupils in the school, particularly by continuing to build effective relationships between the staff, parents and others associated with the school and by engaging in activities or providing facilities or equipment which support the school and advance the education of pupils but also to enable some fun time for the children.

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 Trustees have had regard to the guidance issued by the charity commission on public benefit whilst undertaking their activities and fundraising.

The events continue to be well communicated through the school and through social media. We have also had success with local residents attending our event such as Fireworks and Summer fete which we held on a Saturday this year. We have introduced some new events this year to increase income and for the benefit of children

Lottery

Lottery sales have been ok, we need another push on ticket sales to increase profit

Total profit raised - £716.36

Father's day –Another popular event with kids and parents alike

Total Loss £484.55

Easter Event & Raffle– we held an easter egg hunt on the field again, which the children enjoyed, Which also included a Raffle.

Total Profit - £641.27

Fireworks – This event is hugely popular not just with schools children/parents back with the local community too. We continue to run this event each year.

Total Profit - £6851.63

Mother's Day – Another popular event with kids and parents alike.

Total lost £611.05

Sponsored bounce – Children were asked to gain sponsorship to come and bounce as many times as they could in a set time. This was extremely well received.

Total Profit - £876.52

Colour Run – This is a new event we run this year. Which the children very much enjoyed and we shall be doing this event again next year

Total Profit £1726.35.

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 PTA continues to have a small group of very hard working dedicated volunteers who give up their time freely to meet the objectives of the charity, without whose help and support such events would not be possible. We have started to increase our core base of volunteers to push and drive our PTA along.

Our objective for the coming year continues to be to organise events that inspire the community spirit within the school whilst continuing to raise raising funds for air conditioning for our school. We have been able to install Air Conditioning in four classroom. With another four classrooms scheduled for installation next school year.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This was rather challenging due to covid-19 restrictions that were in place for some parts of the year.

However, we still raised enough to purchase new TV's to replace our old class room ones. In addition to purchase of additional iPads .

We received a match funding amount of £500 from one of the PTA members which we are hoping to receive each year now going forward.

Section E

Financial review

Brief statement of the charity's policy on reserves

We keep a reserve of £5,000 in the bank to meet expenditure requirements for events

Details of any funds materially in deficit

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.

Our main aim is to provide successful events that everybody can afford and enjoy and to continue bringing the school and community together.

We continue to liaise with the school and we hope with the head's help we can continue to organise more events and raise more money for the school.

Section F

Other optional information

We would like to thank all of you who have donated your time to make our events a success. All help is greatly appreciated. We hope that we can continue to work together and hopefully gain some more dedicated members.



Everybody's lives are busy, and we know how precious time is for all. We are extremely grateful to all those people who are able to give up a little bit of their time to help the school and the children.

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)	KELLY LAWSON	Susan Cordery
Position (eg Secretary, Chair, etc)	CHAIR	Treasurer
Date	27-2-25	

Date	Details	amount	File ref 1	File ref 2
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Only the date entry and opening balances in this row

No entries in this row

9/5/2023	School Lottery	57.00		
9/13/2023	School Lottery	9.00		
9/19/2023	School Lottery	16.50		
9/25/2023	Justin Vella Harrow lodge	75.00	Branch single payment	
9/25/2023	Harrow PTA Prima Invoice	1,000.00	Uniform	Sell back
9/25/2023	Costco Wholesale	16.78		
9/25/2023	Brewery Romford Car Park	3.50		
9/25/2023	Cash Withdrawal	100.00		
10/2/2023	Stripe Payment	282.73		
10/3/2023	School Lottery	45.20		
10/4/2023	Costco Wholesale	26.37		
10/5/2023	Tesco Stores	53.85		
10/10/2023	School Lottery	8.70		
10/16/2023	Costco Wholesale	25.38		
10/17/2023	School Lottery	7.80		
10/19/2023	Young World Leisure	50.00	refund	
10/19/2023	The glow company	787.80		
10/26/2023	Fireworks payment	2,400.00	Final payment	
10/26/2023	Amazon	21.19		
10/26/2023	Booker Ltd	513.34	Card Payment	
10/30/2023	Costco Wholesale	45.42		
10/30/2023	Amazon	28.92		
11/1/2023	Stripe Payment	1,576.29		
11/3/2023	Transfer	50.00		
11/3/2023	Payment out	1,000.00	Debit 601115	
11/3/2023	Branch payment	50.00	Nicole Bryan	
11/6/2023	Payment in	4,981.98	Fireworks	
11/6/2023	Screwfix	69.98	Card Payment	
11/6/2023	Screwfix	3.34	Card Payment	
11/6/2023	Poundland	5.10	Card Payment	
11/7/2023	Sum-up payment	736.80		
11/7/2023	Poundland	6.00	Card Payment	
11/8/2023	School Lottery	54.80		
11/13/2023	Cut Price Wholesaler	1,104.45	Card Payment	
11/20/2023	Morrisons Store	124.20	Card Payment	
11/20/2023	Abbotts Bouncy Castle	260.00	Card Payment	
11/20/2023	Morrisons Store	124.20	Card Payment	
11/20/2023	Morrisons Store	124.20	Card Payment	
11/20/2023	Morrisons Store	108.00	Card Payment	
11/20/2023	Morrisons Store	108.00	Card Payment	
11/22/2023	Amazon	57.97	Card Payment	
11/23/2023	Cut Price Wholesaler	88.88		
11/23/2023	Amazon	10.99		

12/1/2023	Stripe Payment	4,010.41	
12/1/2023	Cash Withdrawal	15.00	Noak Hill
12/5/2023	School Lottery	40.80	
12/6/2023	Booker Ltd	31.46	
12/6/2023	Tesco Stores	39.55	
12/6/2023	Lidl	14.90	
12/6/2023	Amazon	29.77	
12/7/2023	Costco Wholesale	49.95	
12/7/2023	Amazon	14.50	
12/7/2023	Costco Wholesale	24.96	
12/8/2023	Payment in	1,497.68	
12/8/2023	Payment out	890.00	
12/11/2023	Sum-up payment	60.94	
12/11/2023	Tesco Stores	62.50	
12/11/2023	Amazon	23.99	
12/18/2023	Cash Withdrawal	100.00	RBS
12/19/2023	School Lottery	7.80	
12/19/2023	Tesco Stores	55.12	
1/2/2024	Stripe Payment	138.99	
1/4/2024	School Lottery	45.60	
1/9/2024	School Lottery	7.80	
1/22/2024	Payment in	1,437.61	
1/22/2024	payment in	250.00	
1/22/2024	payment in	80.00	
1/22/2024	payment in	940.00	
1/22/2024	payment in	380.00	
1/22/2024	payment in	360.00	
1/22/2024	payment in	370.00	
1/22/2024	Payment out	379.00	Coach payment
1/22/2024	Costco Wholesale	67.20	Costco membership
2/1/2024	Tesco Stores	201.60	
2/1/2024	Tesco Stores	273.60	
2/7/2024	School Lottery	52.00	
2/13/2024	School Lottery	7.80	
2/14/2024	Amazon	80.99	
2/23/2024	Happy Promotions	306.00	
2/23/2024	Cash Withdrawal	100.00	Float
2/26/2024	CG benevity	44.00	
3/1/2024	Amazon	23.88	
3/1/2024	Amazon	31.99	
3/5/2024	School Lottery	41.60	
3/5/2024	Booker Ltd	319.55	
3/5/2024	One below	100.37	
3/5/2024	Card Factory	14.78	
3/5/2024	Brewery Romford Car Park	3.00	
3/5/2024	Poundland	8.00	
3/6/2024	Cash Withdrawal	410.00	
3/6/2024	Aldi	11.96	
3/14/2024	Cutprice wholesaler	671.47	

3/18/2024	Wowcher	29.99		
3/18/2024	Wowcher	9.99		
3/25/2024	Amazon	36.56		
3/27/2024	School Lottery	7.80		
3/28/2024	Aldi	23.84		
4/2/2024	Stripe Payment	20.76		
4/3/2024	Payment in	1,286.52		
4/3/2024	Payment in	692.10		
4/3/2024	Payment in	724.75		
4/3/2024	Sum-up payment	73.76		
4/3/2024	Wheel 2 Wheel	160.00	Deposit	
4/4/2024	School Lottery	41.60		
4/8/2024	Parentkind	153.00	XJEA7NU	Insurance
4/12/2024	Payment in	263.00		
4/12/2024	Payment in	1,848.79		
4/23/2024	Cash Withdrawal	100.00		
4/24/2024	Iceland	12.15		
4/26/2024	Iceland	78.30		
4/26/2024	Cash Withdrawal	50.00	Ice Cream	Float
4/29/2024	Iceland	20.25		
5/8/2024	School Lottery	59.80		
5/17/2024	Amazon	279.99		
5/21/2024	Booker Ltd	279.07		
5/21/2024	Iceland	14.50		
5/21/2024	Costco Wholesale	8.37		
5/21/2024	Havering Theature	1,311.00	Panto Depos	45627
5/21/2024	Cutprice wholesaler	324.68		
5/29/2024	School Lottery	7.80		
6/4/2024	School Lottery	41.60		
6/6/2024	Amazon	31.99		
6/10/2024	Bank Transfer	11,800.00	AirCon	
6/10/2024	Brewery Romford Car Park	3.50		
6/10/2024	Cash Withdrawal	40.00		
6/11/2024	Amazon	85.25		
6/13/2024	School Lottery	0.83		
6/13/2024	Amazon	23.39		
6/13/2024	Screwfix	15.96		
6/13/2024	Activewaer	798.00	Year 6	Leaver Jumpers
6/17/2024	Payment in	795.47	Cash Deposit	
6/17/2024	Payment in	221.00	Cash Deposit	
6/17/2024	Payment in	414.20	Cash Deposit	
6/17/2024	Sum-up payment	3.94		
6/17/2024	Payment In	680.00	Cash Deposit	
6/17/2024	Payment In	200.00	Cash Deposit	
6/17/2024	Payment In	430.00	Cash Deposit	
6/17/2024	Payment In	195.00	Cash Deposit	
6/17/2024	Payment In	250.00	Cash Deposit	
6/17/2024	Payment In	325.00	Cash Deposit	
6/17/2024	Payment In	285.00	Cash Deposit	
6/17/2024	Payment In	145.00	Cash Deposit	
6/17/2024	Payment In	280.00	Cash Deposit	

6/17/2024	Bank Transfer	2,200.00	AirCon	Final Payment
6/17/2024	Brewery Romford Car Park	2.50		
6/18/2024	Cash Withdrawal	150.00		
6/24/2024	Payment In	390.00		
6/24/2024	Amazon	34.99		
6/25/2024	School Lottery	6.00		
6/25/2024	Costco Wholesale	26.35		
6/26/2024	Risus Ltd	115.12		
6/26/2024	Poundland	4.00		
6/26/2024	Iceland	59.25		
6/26/2024	Sainsbury	1.75		
6/27/2024	Booker Ltd	293.63		
7/1/2024	Stripe Payment	36.86		
7/2/2024	School Lottery	32.00		
7/4/2024	Cash Withdrawal	1,000.00	Summer Fat	Float
7/4/2024	Wellgate farm	390.00		
7/4/2024	Fireworks payment	720.00	Depoist	2024
7/5/2024	Amazon	18.97		
7/8/2024	Tesco Stores	28.00		
7/9/2024	Sum-up payment	34.92		
7/22/2024	Tesco Stores	21.00		
7/24/2024	Wheel 2 Wheel	640.00	Final payment	
8/1/2024	School Lottery	78.53		
8/6/2024	School Lottery	38.00		

No entries in this row

Date	Details	amount
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No entries in this col		<i>Lottery</i>	<i>Ice Cream Stall</i>	<i>Fireworks</i>	<i>Panto</i>	<i>Sponsored Bounce</i>	<i>Mothers day</i>
	No entries in this row						
		57.00					
		9.00					
		16.50					
					282.73		
		45.20					
		8.70					
		7.80					
				915.49	660.80		
				50.00			
				4,981.98			
				736.80			
		54.80					
				88.88			



4,010.41

40.80

1,497.68

7.80

45.60

7.80

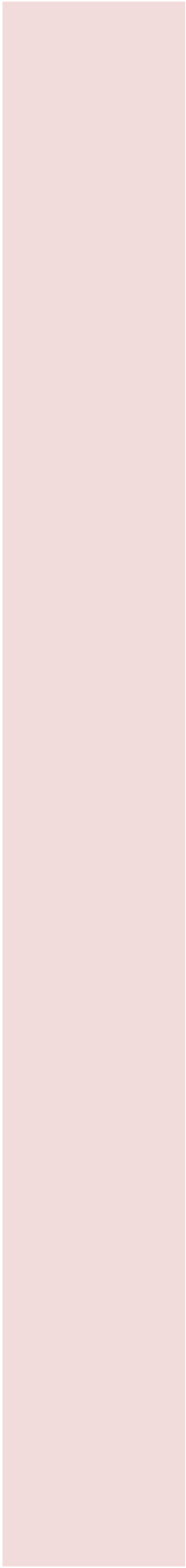
873.61

52.00

7.80

44.00

41.60



7.80

1,286.52

41.60

1,848.79

59.80

7.80
41.60

0.83

221.00

680.00

6.00

32.00

78.53

38.00

No entries in this row

716.36	901.00	12,281.24	1,817.14	1,286.52	1,892.79
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Income								No entries in this col.
Fathers day	Christmas Fair	Breakfast with Santa	Summer Fair	World Book day	Eastr Raffle	Egg Hunt	Colour Run	
			50.00					

60.94

138.99

564.00

250.00

80.00

940.00

380.00

360.00

370.00

795.47

3.94

285.00
145.00
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34.92

1,509.41	2,518.99	624.94	474.92	263.00	802.72	745.51	1,814.20
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Current balance	£	- £	9,951.29	-	6,355.68
Total income		Cash	Bank		Total Exp

	-	16,306.97	
No entries in this row			
57.00		57.00	-
9.00		9.00	-
16.50		16.50	-
-	-	75.00	75.00
-	-	1,000.00	1,000.00
-	-	16.78	16.78
-	-	3.50	3.50
-	-	100.00	100.00
282.73		282.73	-
45.20		45.20	-
-	-	26.37	26.37
-	-	53.85	53.85
8.70		8.70	-
-	-	25.38	25.38
7.80		7.80	-
50.00		50.00	-
-	-	787.80	787.80
-	-	2,400.00	2,400.00
-	-	21.19	21.19
-	-	513.34	513.34
-	-	45.42	45.42
-	-	28.93	28.93
1,576.29		1,576.29	-
50.00		50.00	-
-	-	1,000.00	1,000.00
-	-	50.00	50.00
4,981.98		4,981.98	-
-	-	69.98	69.98
-	-	3.34	3.34
-	-	5.10	5.10
736.80		736.80	-
-	-	6.00	6.00
54.80		54.80	-
-	-	1,104.45	1,104.45
-	-	124.20	124.20
-	-	260.00	260.00
-	-	124.20	124.20
-	-	124.20	124.20
-	-	108.00	108.00
-	-	108.00	108.00
-	-	57.97	57.97
88.88		88.88	-
-	-	10.99	10.99

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-	24.96
1,497.68	-
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890.00	890.00
60.94	-
-	62.50
-	62.50
-	23.99
-	23.99
-	100.00
-	100.00
7.80	-
-	55.12
-	55.12
138.99	-
45.60	-
7.80	-
1,437.61	-
250.00	-
80.00	-
940.00	-
380.00	-
360.00	-
370.00	-
-	379.00
-	379.00
-	67.20
-	67.20
-	201.60
-	201.60
-	273.60
-	273.60
52.00	-
7.80	-
-	80.99
-	80.99
-	306.00
-	306.00
-	100.00
-	100.00
44.00	-
-	23.88
-	23.88
-	31.99
-	31.99
41.60	-
-	41.60
-	319.55
-	319.55
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-	100.37
-	14.78
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-	11.96
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-	671.47

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3.94
680.00
200.00
430.00
195.00
250.00
325.00
285.00
145.00
280.00

-	29.99	29.99
-	9.99	9.99
-	36.56	36.56
	7.80	-
-	23.84	23.84
	20.76	-
	1,286.52	-
	692.10	-
	724.75	-
	73.76	-
-	160.00	160.00
	41.60	-
-	153.00	153.00
	263.00	-
	1,848.79	-
-	100.00	100.00
-	12.15	12.15
-	78.30	78.30
-	50.00	50.00
-	20.25	20.25
	59.80	-
-	279.99	279.99
-	279.07	279.07
-	14.50	14.50
-	8.37	8.37
-	1,311.00	1,311.00
-	324.68	324.68
	7.80	-
	41.60	-
-	31.99	31.99
-	11,800.00	11,800.00
-	3.50	3.50
-	40.00	40.00
-	85.25	85.25
	0.83	-
-	23.39	23.39
-	15.96	15.96
-	798.00	798.00
	795.47	-
	221.00	-
	414.20	-
	3.94	-
	680.00	-
	200.00	-
	430.00	-
	195.00	-
	250.00	-
	325.00	-
	285.00	-
	145.00	-
	280.00	-

-	-	2,200.00	2,200.00
-	-	2.50	2.50
-	-	150.00	150.00
390.00	-	390.00	-
-	-	34.99	34.99
6.00	-	6.00	-
-	-	26.35	26.35
-	-	115.12	115.12
-	-	4.00	4.00
-	-	59.25	59.25
-	-	1.75	1.75
-	-	293.63	293.63
36.86	-	36.86	-
32.00	-	32.00	-
-	-	1,000.00	1,000.00
-	-	390.00	390.00
-	-	720.00	720.00
-	-	18.97	18.97
-	-	28.00	28.00
34.92	-	34.92	-
-	-	21.00	21.00
-	-	640.00	640.00
78.53	-	78.53	-
38.00	-	38.00	-
No entries in this row			
27,648.74	- -	6,355.68	34,004.42

Total income	Cash	Bank	Total Exp
		Surplus	- 6,355.68
		Bank/cash	- 6,355.68
		Checked	

No entries in this col.

[illegible]



15.00

379.00

201.60
273.60

80.99
306.00
100.00

23.88
31.99

319.55

410.00



100.00
12.15
78.30
50.00
20.25

279.99
279.07

14.50
8.37

1,311.00

324.68

		59.25					
			720.00				
		28.00					
		21.00					
	No entries in this row						
	-	391.82	5,712.34	1,705.00	410.00	2,386.19	939.61

<i>Christmas Fair</i>	<i>Breakfast with Santa</i>	<i>Summer Fair</i>	<i>World Book day</i>	<i>Eastr Raffle</i>	<i>Egg Hunt</i>	<i>Colour Run</i>
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69.98

3.34

5.10

6.00

124.20

260.00

124.20

124.20

108.00

108.00

57.97

10.99

31.46
39.55
14.90
29.77
49.95
14.50
24.96

890.00

62.50
23.99
100.00

55.12

100.37
14.78

8.00

11.96

671.47

29.99
9.99
36.56

23.84

160.00

31.99

3.50

40.00
85.25

23.39

15.96

2.50
150.00

34.99

26.35
115.12
4.00

1.75
293.63

1,000.00
390.00

18.97

640.00

2,097.07	241.61	2,864.20	-	211.65	695.31	173.20

Year 6 Harrow Lodge
leavers disco PTA
purchasing

No entries in this col.

75.00
1,000.00

26.37
53.85



67.20

3

153.00

11800

798

2200

-	16,176.42
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Column Heading	Income	Expenditure	Surplus /Deficit(-)
	Column1	Column2	Column3
<i>Lottery</i>	716.36	-	716.36
<i>Ice Cream Stall</i>	901.00	391.82	509.18
<i>Fireworks</i>	12,281.24	5,712.34	6,568.90
<i>Panto</i>	1,817.14	1,705.00	112.14
<i>Sponsored Bounce</i>	1,286.52	410.00	876.52
<i>Mothers day</i>	1,892.79	2,386.19 -	493.40
<i>Fathers day</i>	1,509.41	939.61	569.80
<i>Christmas Fair</i>	2,518.99	2,097.07	421.92
<i>Breakfast with Santa</i>	624.94	241.61	383.33
<i>Summer Fair</i>	474.92	2,864.20 -	2,389.28
<i>World Book day</i>	263.00	-	263.00
<i>Easter Raffle</i>	802.72	211.65	591.07
<i>Egg Hunt</i>	745.51	695.31	50.20
<i>Colour Run</i>	1,814.20	173.20	1,641.00
Harrow Lodge PTA purchasing	-	16,176.42 -	16,176.42
Totals	27,648.74	34,004.42 -	6,355.68

Totals from cash book totals	27,648.74	34,004.42 -	6,355.68
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Surplus/deficit from blue cell.			- 6,355.68
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Should be zeros (i.e. the same), if	0.00	0.00	0.00
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not there's a posting error			-0.00
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Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Harrow Lodge primary PTA

On accounts for the year
ended

31/08/24

Charity no
(if any)

1130641

Set out on pages

(remember to include the page numbers of additional sheets)

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 31/08/24.

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.

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date: 03/03/25

Name: MARIA HAYNES

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

Address: Harrow Lodge Primary school

Rainsford way

Hornchurch, Essex, RM12 4BP

Section B	Disclosure
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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.