

COTTENHAM PRIMARY SCHOOL PARENT TEACHER AND COMMUNITY ASSOCIATION

England & Wales · Charity number 1136992

Details

Other names CPSPTCA

Status Registered

Legal form Other

Registered 2010-07-21

Register [View on the Charity Commission register](#)

Contact

Address Cottenham Primary School
Lambs Lane
Cottenham
Cambridge
CB24 8TA

Phone 01954250698

Email office@cottenham.cambs.sch.uk

Website www.cottenham.cambs.sch.uk

Activities

Objects: To advance the education of pupils in the School in particular by:Developing effective relationships between the staff parents and others associated with the school;Engaging in activities or providing facilities or equipment which support the School and advance the education of the pupils.

Activities: The Association works for the benefit of the Staff and Pupils of Cottenham Primary School and the village community as a whole. It raises funds to enrich the school curriculum and to enhance the educational experience offered by the school.

Classification

- **How:** Makes Grants To Organisations, Provides Other Finance, Provides Services, Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** NOT DEFINED BUT IN PRACTICE COTTENHAM, CAMBRIDGE
- Cambridgeshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£42,824	£46,590	-	-
2024-08-31	£37,280	£16,847	-	-
2023-08-31	£32,737	£41,129	-	-
2022-08-31	£27,294	£16,382	-	-
2021-08-31	£20,878	£10,063	-	-
2020-08-31	£15,929	£19,532	-	-

Trustees

Name	Role	Appointed
Gemma Bailey	Chair	2019-10-11
ANNA HERVEY MURRAY		2016-10-07
Abbie Baggett		2022-10-14
Bonny Elizabeth Ellen Jordan		2025-10-17
CANDICE OLESZCZUK		2017-10-06
CHRISTINA MILES		2015-10-16
Elizabeth Caroline Sharpe		2026-05-06
Emma Alexandra Welham		2025-10-17
Emma Clare Smith		2021-04-26
Hannah Brooks		2019-10-11
Hayley Dearman		2019-10-11
JAMES KILSBY		2019-10-11
Rachel Wells		2021-11-17
Sophia Main		2019-10-11

Accounts

Chair
 Mrs Gemma Bailey
 Headteacher
 Mr James Kilsby, BSc Hons



The PTCA of
 Cottenham Primary School
 Lambs Lane, Cottenham,
 Cambridge, CB24 8TA
 Tel: 01954 250227

E.Mail: office@cottenham.cambs.sch.uk
 Web: www.cottenham.cambs.sch.uk

Trustees' Annual Report for the Year Ended 31st August 2025
Cottenham Primary School Parents, Teachers & Community Association

Registered Charity Number 1136992

Trustees who manage the Association

Trustees were appointed or reappointed at the Annual General Meeting of the Association on 18th October 2024 and can also be co-opted by the Committee. Those acting during the year were as follows:

Name	Office (if any)	Date appointed/resigned
Gemma Bailey	Chair	
Rebecca Richardson	Co Chair until 5 th February 2025 Treasurer from 5 th February 2025	
Nigel Faben	Treasurer until 5 th February 2025	
Anna Hervey Murray	Secretary	
Hayley Dearman	Co Secretary	
Abbie Baggett		
Candice Oleszczuk		
Caroline Cole		
Christina Miles		
Dan Richardson		Resigned 18 th October 2024
Emma Smith		
Hannah Brooks		Note name change from Hannah Cook
James Kilsby	Headteacher	
Katie Jones		
Paula Ray		
Rachel Wells	Co Chair from 5 th February 2025	
Sophia Main		
Penny Celentano		Resigned 18 th October 2024
Lucy Dayer		Resigned 18 th October 2024

All trustees give their time voluntarily and receive no remuneration or other benefits.

Advisors

Banks: Barclays Bank Plc
 Lloyds Bank Plc

Independent Examiner: Letitia Beckford, 35a Rooks Street, Cottenham, Cambridge CB24 8QZ

Objective

The objective of the Association is to advance the education of pupils in Cottenham Primary School by:

- Developing effective relationships between the staff, parents, the Cottenham Community and others associated with the school.
- Engaging in activities to provide facilities, equipment and experiences which support the school and advance the education of the pupils.

When planning our activities for the year, the trustees have considered the Charity Commission guidance on public benefit and the specific guidance on charities for the advancement of education.

The Constitution of the Association was adopted on the 9th of September 2009 and follows the form of the PTA-UK Model Constitution, a copy of which can be found on www.parentkind.org.uk.

Fundraising Activities

The Association is grateful for the financial assistance of many village businesses.

Most of the activities performed during the year were undertaken by the trustees exclusively, and although supported in the main by parents and pupils of Cottenham Primary School, were made available to the general community in Cottenham and surrounding villages.

Our Association ran the traditional fundraising activities such as the perennial Summer and Winter Fairs, Firework Night, and the Sponsored Swim (utilising the school pool funded by the Association). Additional fundraising events included the Family Bingo, the Colour Run and a Readathon. We are pleased to report that the local community continued to support our events and we were able to raise a total of £28,919 from fund-raising and donations.

Application of Funds

Following the major spend in prior years on refurbishment of the school swimming pool, there was no major project requiring our funding, although a project to install interactive whiteboards throughout the school is anticipated as we move towards the new financial year. A total of £32,095 was contributed towards school activities and administration costs totalled £591. With continuing pressure on the school's budget, it is anticipated that more and more of the PTCA cash resource will be directed towards supplementing the educational aspects of Cottenham Primary School costs.

Policy on Reserves

The Association held cash at the bank and in hand amounting to £35,935 at the year end. It is anticipated that additional funds will be required in the continuing support of school trips, interactive whiteboards and classroom stationery, whilst school budgets continue to be severely constrained.

The Association tries to ensure that a minimum of £5,000 cash is always available.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the trustees of Cottenham Primary School Parents, Teachers, and Community Association:

Signed:



Gemma Bailey, Chair

Date

30th April 2026

Cottenham C P School PTCA					
Receipts and Payments Account					
For the Financial year ended 31st August 2025					
2024	At 1st September 2024:	£	£	£	2025
£					
21,828	Funds B/Fwd				42,261
21,828					42,261
	Profit from Fund Raising Activities:	Income	Costs	Profit	
2,829	Firework Night	8,137	4,833	3,304	
3,634	Winter Fair	5,343	1,660	3,683	
680	Christmas Art Project	2,600	1,551	1,049	
823	Quizzes	1,775	546	1,230	
6,949	Summer Dance	0	0	0	
389	Silent Auction	0	0	0	
803	Bingo	849	140	709	
929	Colour Run	0	0	0	
(589)	House T-Shirts	725	375	350	
1,465	Fab Friday	2,472	1,091	1,380	
317	Community Events	892	420	472	
314	Bag2School Collections	0	0	0	
953	School Magazine	1,290	763	527	
320	Nearly New Sale	896	623	273	
467	Bike Sales	556	319	237	
699	Sports Day Refreshments	656	307	349	
3,736	Summer Fair	5,806	1,257	4,549	
1,299	Raffles	1,650	20	1,630	
30	Party Box Hire	0	0	0	
36	S/H Uniforms	0	0	0	
86	S/H Jumpers & Coats	177	0	177	
-	Unallocated Receipts from Bromcom	0	0	0	
26,169		<u>33,823</u>	<u>13,904</u>		19,919
369	Deposit Account Interest				351
	Donations:				
718	Donations received	2,475	0	2,475	
1,064	Donate My School	499	0	499	
5,201	Sponsored Swim	4,469	0	4,469	
3,759	Readathon	1,207	0	1,207	
10,742					8,650
37,280	Total Income				28,919
	Less: Contributions to Cottenham Primary School				
4,029	Swimming Pool			1,745	
3,062	New books for LRC		0		
(2,541)	Less: donation from Cottenham Co-Op		0	0	
466	School Equipment/Maintenance			8,989	
2,764	Stationery			3,268	
848	Curriculum Enrichment			7,481	21,483
200	Other Educational Activities			200	
1,232	Screen Display software			0	
-	Yr 6 Hoodies			0	
-	Life Bus			3,115	
1,290	Hill Top			1,371	
5,057	Class Trips and Experiences			5,926	10,612
16,407					32,095
22	Administration				
-	PTA Equipment			414	
250	Miscellaneous			0	
168	Card Fees			0	
168	Subscriptions			177	591
16,847	Total Expenditure				32,686
42,261	Funds at 31/08/2025				38,495
	Represented by:				
4,320	Deposit on Fireworks				1,586
1,192	Stock				1,045
1,023	Current Accounts				9,477
35,300	Deposit Account				26,251
	Accruals				-1,756
	Accrued Revenue				1,684
426	Cash Float				38,288
42,261					207
					38,495

Independent Examiner's report to the Trustees of Cottenham Primary School Parent Teacher and Community Association: A Registered Charity, Charity Number 1136992

I report on the accounts for the year ended 31st August 2025.

Respective Responsibilities of Trustees and Examiner

The charity's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act)
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Act;
 - and
 - to prepare accounts which accord with accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Letitia Beckford
35a Rooks Street
Cottenham
Cambridge
CB24 8QZ

Date: 13th May 2026

Accounts

Chair
Mrs Gemma Bailey
Headteacher
Mr James Kilsby, BSc Hons



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Trustees' Annual Report for the Year Ended 31st August 2024 Cottenham Primary School Parents, Teachers & Community Association

Registered Charity Number 1136992

Trustees who manage the Association

Trustees were appointed or reappointed at the Annual General Meeting of the Association on 13th October 2023 and can also be co-opted by the Committee. Those acting during the year were as follows:

Name	Office (if any)	Date appointed/resigned
Gemma Bailey	Chair	
Anna Hervey Murray	Secretary	
Nigel Faben	Treasurer	
James Kilsby	Headteacher	
Rebecca Richardson	Co Chair	
Sarah Tyler		Resigned 13/10/23
Christina Miles		
Candice Oleszczuk		
Louise Augarde		Resigned 13/10/23
Hayley Dearman	Co Secretary	
Sophia Main		
Hannah Cook		
Emma Smith		
Helena Haramis		Resigned 13/10/23
Abbie Baggett		
Caroline Cole		
Katie Jones		
Paula Ray		
Penny Celentano		
Rachel Wells		
Lucy Dayer		
Dan Richardson	Co Treasurer	Appointed 13/10/23

All trustees give their time voluntarily and receive no remuneration or other benefits.

The committee organised and staffed all of the usual fund-raising events during the year, with the help of many parent volunteers, in an effort to replace funds utilised in the previous year on the refurbishment of the school swimming pool. The financial effect of these events is shown in the detailed accounts on Page 4 of this report.

Advisors

Banks: Barclays Bank Plc
Lloyds Bank Plc
Independent Examiner: Letitia Beckford, 35a Rooks Street, Cottenham, Cambridge CB24 8QZ

Objective

The objective of the Association is to advance the education of pupils in Cottenham Primary School by:

Developing effective relationships between the staff, parents, the Cottenham Community and others associated with the school.

Engaging in activities to provide facilities, equipment and experiences which support the school and advance the education of the pupils.

When planning our activities for the year, the trustees have considered the Charities Commission guidance on public benefit and the specific guidance on charities for the advancement of education.

The Constitution of the Association was adopted on the 9th of September 2009 and follows the form of the PTA-UK Model Constitution, a copy of which can be found on www.parentkind.org.uk.

Fund raising Activities

The Association is grateful for the financial assistance of many village businesses.

Most of the activities performed during the year were undertaken by the trustees exclusively, and although supported in the main by parents and pupils of Cottenham Primary School, were made available to the general community in Cottenham and surrounding villages.

Our Association ran the traditional fund-raising activities such as the perennial Summer and Winter Fairs, Firework Night, and the Sponsored Swim (utilising the school pool funded by the Association). Additional fund-raising events included the biennial Friday night dance at the FECA Festival on Cottenham village green, Family Bingo, the Colour Run and a Readathon. We are pleased to report that the local community continued to support our events and we were able to raise a record total of £37,280 from fund-raising and donations.

Application of Funds

Following the major spend last year on refurbishing the school swimming pool, there was no major project requiring our funding, although a total of £16,407 was contributed towards school activities and administration costs totalled £440. With continuing pressure on the school's budget, it is anticipated that more and more of the PTCA cash resource will be directed towards supplementing the educational aspects of Cottenham Primary School costs; with £5,000 having already been set aside for stationery and £3,500 on books in the new school year.

Policy on Reserves

The Association held cash at the bank and in hand amounting to £36,648 at the year end. It is anticipated that additional funds will be required in the continuing support of school trips, inter-active white boards for each classroom and classroom stationery, whilst school budgets continue to be severely constrained.

The Association tries to ensure that a minimum of £5,000 cash is always available.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the trustees of Cottenham Primary School Parents, Teachers, and Community Association:

Signature

Gemma Bailey, Chair

Date

18th October 2024

Cottenham C P School PTCA				
Receipts and Payments Account				
For the Financial year ended 31st August 2024				
2023	At 1st September 2023:	£	£	£
£				
32,274	General Fund			21,827.97
487	Ring-fenced Fund (from Cottenham Co-op for LRC book purchases)			2,540.82
32,761				24,368.79
	Profit from Fund Raising Activities:	Income	Costs	Profit
1,251	Donations received	717.65	-	717.65
1,459	Donate My School	1,063.72	-	1,063.72
2,869	Firework Night	7,366.51	4,538.00	2,828.51
2,952	Winter Fair	5,541.48	1,907.48	3,634.00
110	Christmas Puddings	-	-	-
597	Christmas Gifts	2,272.50	1,592.65	679.85
1,167	Quizzes	1,231.75	409.14	822.61
-	Summer Dance	13,427.50	6,477.92	6,949.58
-	Silent Auction	389.00	-	389.00
510	Bingo	931.75	129.12	802.63
2,540	Readathon	3,758.77	-	3,758.77
1,332	Colour Run	928.91	-	928.91
(236)	T Shirts	752.91	1,341.80	(588.89)
1,597	Fab Friday	2,631.97	1,166.58	1,465.39
-	Community Events	520.36	203.60	316.76
283	Bag2School Collections	314.00	-	314.00
588	School Magazine	1,648.00	695.00	953.00
287	Nearly New Sale	319.69	-	319.69
124	Bike Sales	1,192.70	725.50	467.20
668	Sports Day Refreshments	891.80	192.69	699.11
7,223	Sponsored Swim	5,200.61	-	5,200.61
3,701	Summer Fair	4,945.75	1,209.60	3,736.15
1,393	Raffles	1,494.00	195.21	1,298.79
75	Party Box Hire	80.00	50.00	30.00
35	S/H Uniforms	38.00	-	38.00
98	Xmas Jumpers	86.00	-	86.00
30,623		57,745.33	20,834.29	36,911.04
61	Deposit Account Interest			368.72
30,684				37,279.76
2,053	Add: Donation from Cottenham Co-op ring-fenced for LRC books			-
32,737	Total Income			37,279.76
	Less: Contributions to Cottenham Primary School			
30,086	Swimming Pool			4,028.90
(3,265)	Less: 3rd Party Donations			-
	New books for LRC	3,062.00		-
	Less: donation from Cottenham Co-Op	(2,540.82)		521.18
4,817	School Equipment			465.73
	Stationery			2,763.81
1,340	Curriculum Enrichment			847.62
1,866	Anti-Bullying Workshop			-
(1,000)	Less: 3rd Party Donations			-
				8,627.24
200	Other Educational Activities			
119	Screen Display software			200.00
1,335	On-line Panto			-
1,151	Life Bus			-
1,036	Yr 6 Hoodies			1,231.93
2,677	Hill Top			1,289.99
40,362	Class Trips and Experiences			5,057.56
				7,779.48
				16,406.72
	Administration			
535	PTA Equipment			22.45
-	Miscellaneous			-
77	Card Fees			249.79
155	Subscriptions			168.00
41,129	Total Expenditure			16,846.96
21,828	Funds as at 31/08/2024			
	General			42,260.77
2,541	Ring Fenced			0.00
24,369				42,260.77
	Represented by:			
2,000	Deposit on Fireworks			4,320.00
1,819	Stock			1,192.31
5,936	Current Accounts			1,023.06
14,581	Deposit Account			35,299.74
				41,835.11
33	Cash Float			425.66
24,369				42,260.77

Independent Examiner's report to the Trustees of Cottenham Primary School Parent Teacher and Community Association: A Registered Charity, Charity Number 1136992

I report on the accounts for the year ended 31st August 2024.

Respective Responsibilities of Trustees and Examiner

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Basis of Independent Examiner's Report

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 - to prepare accounts which accord with accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Letitia Beckford

Date: 19th June 2025

35a Rooks Street
Cottenham
Cambridge
CB24 8QZ



Accounts

Chairman
Mrs Gemma Bailey
Headteacher
Mr James Kilsby, BSc Hons



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Cottenham Primary School Parents, Teachers & Community Association

Registered Charity Number 1136992

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Name	Office (if any)	Date appointed/resigned
Sarah Tyler	Joint Chair	
Gemma Bailey	Joint Chair	
Linda Faben	Treasurer	Passed away 15 th April 2023
Nigel Faben	Treasurer	Appointed 22 nd May 2023
Anna Hervey Murray	Secretary	
James Kilsby	Headteacher	
Christina Miles		
Candice Oleszczuk		
Louise Augarde		
Rebecca Richardson		
Hayley Dearman		
Sophia Main		
Hannah Cook		
Emma Smith		
Helena Haramis		
Abbie Baggett		Appointed 14 th October 2022
Caroline Cole		Appointed 14 th October 2022
Katie Jones		Appointed 14 th October 2022
Paula Morgan		Appointed 14 th October 2022
Penny Celentano		Appointed 14 th October 2022
Rachel Wells		Appointed 14 th October 2022
Lucy Dayer		Appointed 5 th July 2023

All trustees give their time voluntarily and receive no remuneration or other benefits.

The year was overshadowed by the sudden passing of our Treasurer, fundraiser-in-chief and dear friend, Linda Faben. Linda's contribution to our charity's activities cannot be overstated and the trustees wish to record their enormous gratitude for everything that Linda did for not only our charity, but also for Cottenham Primary School as a whole, during almost two decades as our Treasurer, and in many other roles at the school.

First and foremost, the loss of Linda has had a tremendous personal impact on everyone connected with both our charity and the school. On a practical level, she gave the equivalent of full-time hours to our charity, and without her, it will be difficult to continue fundraising at the same pace. However, the remaining trustees are committed to continue with our ambitious programme of activities in support of the school.

The trustees would also like to extend their huge thanks to Linda's husband, Nigel, who, at a time of great personal anguish, took the extraordinary step of volunteering as our new Treasurer. His guidance and expertise have been invaluable in helping us to navigate the last few turbulent months.

Advisors

Bank: Barclays Bank Plc Leicester, LE87 2BB

Independent Examiner: Gerald Allen, Aubrey Hughes Allen, 66, High Street, Cottenham, CB24 8SA

Objective

The objective of the Association is to advance the education of pupils in Cottenham Primary School by:

Developing effective relationships between the staff, parents, the Cottenham Community and others associated with the school.

Engaging in activities to provide facilities, equipment and experiences which support the school and advance the education of the pupils.

When planning our activities for the year, the trustees have considered the Charities Commission guidance on public benefit and the specific guidance on charities for the advancement of education.

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Fund raising Activities

The Association is grateful for the financial assistance of many village businesses.

Most of the activities performed during the year were undertaken by the trustees exclusively, and although supported in the main by parents and pupils of Cottenham Primary School, were made available to the general community in Cottenham and surrounding villages.

Our Association ran the traditional fund-raising activities such as the perennial Summer and Winter Fairs, Firework Night, and the Sponsored Swim (utilising the school pool funded by the Association). Additional fund-raising events included Family Bingo, the Colour Run and a Readathon. We are pleased to report that the local community continued to support our events and we were able to finance a complete refurbishment of the school swimming pool. A total of £32,737 was achieved from fund-raising and donations.

Application of Funds

As indicated above, the major expenditure in the year was the £30,086 spent on the swimming pool, partially offset by generous donations of £3,265 from parents, Fen Edge Community Association and Impington Swimming Club. A further £13,541 was spent on school equipment and educational activities.

Administration costs totalled £767.

Policy on Reserves

The Association held cash at the bank amounting to £20,517 at the year end. £2,541 of these funds provided by Cottenham Co-Op are earmarked for new books for the Learning Resource Centre, in addition to the normal support given to the school. It is anticipated that additional funds will be required in the continuing support of school trips and classroom stationery whilst school budgets continue to be severely constrained.

The Association tries to ensure that a minimum of £5,000 cash is always available.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the trustees of Cottenham Primary School Parents, Teachers, and Community Association:

Signature Gemma Bailey, Chair

Date 13th October 2023

Cottenham C P School PTCA

**Receipts and Payments Account
For the Financial year ended 31st August 2023**

2022	At 1st September 2022:	£	£	£	£
£					
21,362	General Fund				32,273.75
-	Ring-fenced Fund (from Cottenham Co-op for LRC book purchases)				487.65
21,362					32,761.40
	Profit from Fund Raising Activities:	Income	Costs	Profit	
666	Donations received	1,250.53	-	1,250.53	
1,182	Donate My School	1,459.33	-	1,459.33	
2,753	Firework Night	7,518.83	4,650.17	2,868.66	
295	Winter Fair	6,401.10	2,036.16	4,364.94	
78	Christmas Puddings	973.91	863.96	109.95	
682	Christmas Gifts	3,159.96	2,563.20	596.76	
-	Quizzes	1,329.69	163.19	1,166.50	
4,356	Summer Dance	-	-	-	
771	Silent Auction	-	-	-	
-	Bingo	658.58	148.09	510.49	
-	Readathon	2,540.00	-	2,540.00	
-	Colour Run	1,331.93	-	1,331.93	
244	T Shirts	665.65	901.40	(235.75)	
648	Hot Chocolate/Ice Pops	3,582.80	1,985.40	1,597.40	
181	Carols on the Green	-	-	-	
562	Jubilee Stalls	-	-	-	
165	Bag2School Collections	283.00	-	283.00	
59	School Magazine	1,138.20	550.00	588.20	
94	Nearly New Sale	287.22	-	287.22	
-	Bike Sale	124.40	-	124.40	
501	Village Hall Kiosk	-	-	-	
454	Sports Day Refreshments	922.02	253.64	668.38	
8,785	Sponsored Swim	7,222.63	-	7,222.63	
3,980	Summer Fair	4,922.55	1,221.50	3,701.05	
755	Raffles	-	20.00	(20.00)	
65	Party Box Hire	150.00	75.00	75.00	
-	S/H Uniforms	34.76	-	34.76	
17	Xmas Jumpers	97.74	-	97.74	
27,293		<u>46,054.83</u>	<u>15,431.71</u>		30,623.12
1	Deposit Account Interest				60.48
27,294					<u>30,683.60</u>
488	Ring - Fenced Income Add: Donation from Cottenham Co-op ring-fenced for LRC books				2,053.17
27,782	Total Income				32,736.77
	Less: Contributions to Cottenham Primary School				
3,000	Music therapy sessions				-
1,996	Contribution towards swimming pool refurbishment			30,085.87	
	Less: 3rd Party Donations		764.94		
	Donate my School				
	FECA		1,000.00		
	Impington Swimming Club		1,500.00	3,264.94	26,820.93
6,841	School Equipment & Stationery				4,817.17
1,484	Curriculum Enrichment				1,340.15
	Anti-Bullying Workshop			1,866.00	
	Less: 3rd Party Donations			1,000.00	866.00
	FECA				
200	Other Educational Activities			200.00	
(58)	Screen Display software				
366	Provision of PE Clothing			-	
-	On-line Panto			118.80	
-	Life Bus			1,335.00	
-	Yr 6 Hoodies			1,151.10	
987	Hill Top 2022			1,036.00	
911	Class Trips and Experiences			2,677.08	6,517.98
15,727					<u>40,362.23</u>
	Administration				
384	PTA Equipment			534.90	
19	Audit Honorarium			-	
99	Miscellaneous			77.25	
153	Subscriptions			155.00	767.15
16,382	Total Expenditure				41,129.38
32,274	Funds as at 03/10/2023				
488					
32,762					
	General			21,827.97	
	Ring Fenced			2,540.82	
					24,368.79
	Represented by:				
2,000	Deposit on Fireworks				2,000.00
	Stock				1,818.67
28,110	Current Account				5,935.57
2,521	Deposit Account				<u>14,581.02</u>
					24,335.26
131	Cash Float				33.53
32,762					24,368.79

Accounts

Chairman
Mrs Sarah Tyler
Headteacher
Mr James Kilsby, BSc Hons



The PTCA of
Cottenham Primary School
Lambs Lane, Cottenham,
Cambridge, CB24 8TA
Tel: 01954 250227

E.Mail: office@cottenham.cambs.sch.uk
Web: www.cottenham.cambs.sch.uk

Trustees' Annual Report for the Year Ended 31st August 2022
Cottenham Primary School Parents, Teachers & Community Association

Registered Charity Number 1136992

Trustees who manage the Association

Trustees were appointed or reappointed at the Annual General Meeting of the Association on 14th October 2022, and can also be co-opted by the Committee. Those acting during the year were as follows:

Name	Office (if any)	Date appointed/resigned
Sarah Tyler	Joint Chair	
Gemma Bailey	Joint Chair	
Linda Faben	Treasurer	
Anna Hervey Murray	Secretary	
James Kilsby	Headteacher	
Hayley Sawyer		Resigned 14/10/22
Christina Koester		
Alison Bigglestone		Resigned 14/10/22
Candice Oleszczuk		
Louise Augarde		
Rebecca Richardson		
Shannon Vaughan		Resigned 14/10/22
Hayley Dearman		
Rachel Bennett		Resigned 14/10/22
Spyros Roumanas		Resigned 14/10/22
Emma Alston		Resigned 14/10/22
Sophia Main		
Hanna Cook		
Emma Smith		
Sarah Woodrow		Resigned 14/10/22
Helena Haramis		
Abbie Baggett		Appointed 14/10/22
Caroline Grover		Appointed 14/10/22
Katie Jones		Appointed 14/10/22
Paula Morgan		Appointed 14/10/22
Penny Celentano		Appointed 14/10/22
Rachel Wells		Appointed 14/10/22

All trustees give their time voluntarily, and receive no remuneration or other benefits

Advisors

Bank: Barclays Bank Plc Leicester, LE87 2BB

Independent Examiner: Gerald Allen, Aubrey Hughes Allen, 66, High Street, Cottenham, CB24 8SA

Objective

The objective of the Association is to advance the education of pupils in Cottenham Primary School by:

Developing effective relationships between the staff, parents, the Cottenham community and others associated with the school;

Engaging in activities to provide facilities, equipment and experiences which support the school and advance the education of the pupils.

When planning our activities for the year, the trustees have considered the Charities Commission guidance on public benefit and, in particular, the specific guidance on charities for the advancement of education.

The Constitution of the Association was adopted on the 9th September 2009 and follows the form of the PTA-UK Model Constitution, a copy of which can be found on www.parentkind.org.uk.

Fund raising Activities

The Association is grateful for the financial assistance of many village businesses.

The majority of the activities performed during the year were undertaken by the trustees exclusively, and although supported in the main by parents and pupils of Cottenham Primary School, were made available to the general community in Cottenham and surrounding villages.

With Covid restrictions being relaxed during the year, our Association was able to revert to the more traditional fund-raising activities such as the perennial Summer and Winter Fayres, Firework Night, Sponsored swim (utilising the school pool funded by the Association), Quizzes, and Raffles. The alternate donation schemes put in place during the epidemic are slowly being wound down. We are pleased to report that the local community welcomed back our events with renewed vigour to the extent that we have been able to build up funds during the year end. This year we were again able to organise the Friday night dance at the Fen Edge Festival and this proved to be a great success. A total of £27,293 was achieved from fund-raising.

Application of Funds

Whilst we spent a total of £15,727 in support of the school, we were made aware of the growing need to refurbish the school swimming pool which had lasted around twenty years since the last major repairs had taken place. With this in mind, we started to accumulate cash for an anticipated spend of around £30,000.

Administration costs totalled £655.

Policy on Reserves

The Association held cash at the bank amounting to £30,530 at the year end. These funds are earmarked for the swimming pool, as mentioned above, in addition to the normal support given to the school. £488 of these funds was received from Cottenham Co-op and this sum is earmarked to go towards replacement books in the school library. It is anticipated that additional funds will be required in the continuing support of school trips and classroom stationery whilst school budgets continue to be severely constrained.

The Association tries to ensure that a minimum of £5,000 cash is always available.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the trustees of Cottenham Primary School Parents, Teachers and Community Association:

Signature

Linda Faben - Treasurer

Date

31st October 2022

Cottenham C P School PTCA
Receipts and Payments Account
For the Financial year ended 31st August 2022

2021	£	£	£	£
10,547	General Fund at 1st September 2021			21,361.73
	Profit from Fund Raising Activities:	Income	Costs	Profit
1,035	Donations received	665.87	-	665.87
14,657	Donate My School	1,182.35	-	1,182.35
(65)	Dance	-	-	-
-	Firework Night	7,359.29	4,606.45	2,752.84
350	Winter Fair	295.00	-	295.00
-	Christmas Puddings	612.66	534.57	78.09
-	Tea Towels	1,931.96	1,249.87	682.09
-	Quizzes	-	-	-
-	Summer Dance	11,829.51	7,473.41	4,356.10
-	Silent Auction	770.50	-	770.50
457	T Shirts	602.68	359.00	243.68
232	Hot Chocolate/Ice Pops	743.00	94.90	648.10
-	Carols on the Green	232.79	51.57	181.22
-	Jubilee Stalls	562.21	-	562.21
195	Bag2School Collections	165.00	-	165.00
62	School Magazine	459.28	400.00	59.28
195	Easter Bunnies	-	-	-
-	Bike/Toy Sales	93.92	-	93.92
603	Balloon Race	-	-	-
-	Village Hall Kiosk	1,184.96	684.07	500.89
378	Sponsored Swim	8,785.33	-	8,785.33
-	Summer Fair	5,507.32	1,072.97	4,434.35
1,079	Raffles	755.00	-	755.00
-	Party Box Hire	125.00	60.00	65.00
-	S/H Uniform	17.00	-	17.00
19,178		<u>43,880.63</u>	<u>16,586.81</u>	27,293.82
1	Deposit Account Interest			0.54
29,726				<u>48,656.09</u>
	Add: Donation from the Co-operative Society, ring-fenced for LRC purchases			487.65
				<u>49,143.74</u>
	Less Expenditure:			
-	Music therapy sessions			3,000.00
	Other Contributions to CPS			
4,558	Net Contribution towards swimming pool upkeep			1,996.17
1,587	Class Equipment & Stationery			6,841.13
428	Curriculum Enrichment			1,484.26
-	Other Educational Activities			
	Hill Top	987.00		
200	Screen Display software	200.00		
(58)	Provision of PE Clothing	(58.71)		
320	On-line Panto	366.46		
-	Foamex Posters	-		
-	Life Education (Reception/1/2)	-		
424	Laptops	-		
-	1/2 Trips & Experiences	155.50		
-	3/4 Trips & Experiences	755.75		
745	5/6 Trips & Experiences	-	2,406.00	
8,204				12,727.56
	Administration			
-	PTA Equipment			384.15
22	Audit Honorarium			19.00
-	Miscellaneous			98.63
138	Subscriptions			153.00
160				654.78
	Funds as at 31/08/22			
	General			32,273.75
	Ring Fenced			487.65
21,362				<u>32,761.40</u>
	Represented by:			
-	Deposit on Fireworks Nov 2022			2,000.00
18,289	Current Account			28,109.59
2,520	Deposit Account			2,520.54
				<u>32,630.13</u>
144	Stock Wine			-
99	Kiosk			-
310	Cash Float			131.27
	Kiosk			-
21,362				<u>131.27</u>
				<u>32,761.40</u>
				4

