



Trustees' Annual Report for the period

| | | | |
|-------------------|------------|-----------------|------------|
| Period start date | | Period end date | |
| From | 01 09 2019 | To | 31 08 2020 |

Section A Reference and administration details

Charity name

St Mary & All Saints CE Primary School Parent Teacher Association

Other names charity is known by

St Mary & All Saints PTA

Registered charity number (if any)

1142176

Charity's principal address

2 Wilton Road

Beaconsfield

Bucks

Postcode

HP9 2BS

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 | Melissa Paterson | Chair | Since 25 Sep 2019 | Committee at AGM |
| 2 | Louise Kynaston | Treasurer | Since 25 Sep 2019 | Committee at AGM |
| 3 | Alexandra Hoskins | Secretary | | Committee at AGM |
| 4 | Angharad Lescott | | Since 9 February 2020 | Committee at AGM |
| 5 | | | | |
| 6 | | | | |
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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)

Trust

Trustee selection methods
(eg. appointed by, elected by)

Elected by Committee

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.

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Section C Objectives and activities

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

The objective of the charity is to enrich the education of pupils at St Mary & All Saints Primary School by providing funding, through fundraising, for the provision of facilities/activities that are not normally provided by the Local Education Authority.

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 PTA fundraises in order to provide the teachers and pupils at the school with additional funds to be spent on facilities and activities that may not otherwise be available. Events held include the pupils, teachers and parents as well as the wider community. Fundraising events include school fairs, social evenings, family sports, jumble and cake sales.

Since March 2019, with the emergence of the coronavirus pandemic, usual fundraising activities have been disrupted, impacting a number of fundraising events including the summer Donkey Derby, biennial Summer Ball and Sports Day barbecue. The Donkey Derby and Summer Ball typically provide significant contributions to PTA funds. However, the PTA has continued to see wonderful support with several donations and a very successful lotto.

Amounts raised are used to purchase items at the request of the headteacher. This year that has included a large number of new books and curriculum days for the children amongst other things. Whilst not paid before year end it has been agreed that funding will be provided for new school laptops.

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 fundraising objectives are achieved with substantial contributions from the parent volunteers in terms of time and effort, and often resources, required in organising all of the fundraising events.

Summary of the main achievements of the charity during the year

In the year to 31 August 2020, the PTA raised £15,487 from fundraising events (after event costs), compared with £17,067 last year. The year started very strongly with a huge amount of support from the parents, school and community with £15,710 having been raised prior to the emergence of the coronavirus pandemic in March 2020. Unfortunately, this curtailed the planned summer fundraising events this year.

The main events held during the year were:

- **Christmas fair:** Open to the families and friends of the school, this is a very popular warm-up for Christmas, and loved by all the children in particular. A huge number of parent and teacher volunteers worked hard to make this event, with games, a grotto, carols and refreshments, very popular once again
- **Meet & Mingle:** A fun, welcome evening largely aimed at welcoming new parents to the school. Hosted by year 1 parents with a Games Night theme this year.
- **Sponsored read:** Held in conjunction with Book Week, the sponsored read encourages all children to participate, with individual and class prizes for participation as well as number of minutes read. Additional income from gift aid (£725) has been received since the year end and will be included in next year's accounts.
- **Lotto:** The virtual lotto was added as a new fundraising event in the summer term, in lieu of the usual events having been cancelled. The support from parents was excellent.

Regular activities and fundraising efforts include weekly coffee mornings (pre-pandemic), Christmas cards, second hand uniform sales, as well as other fundraising mechanisms, including commission from fireworks' ticket sales and 'Bags to School' clothes collections.

The second hand school uniform sales generated a lot of proceeds during the year (£754) due to PTA efforts and greater awareness. Proceeds from Christmas card sales will be recorded in next year's accounts due to the late receipt of proceeds.

A summary of the amount raised per event is as follows:

Fundraising by event

| Year to 31 August (£) | 2020 | 2019 | 2018 |
|-----------------------------|---------------|---------------|---------------|
| Events: | | | |
| Meet & Mingle | 1,608 | 1,252 | 1,569 |
| Jumble sale | 737 | 713 | 699 |
| Christmas fair | 6,597 | 6,286 | 5,312 |
| Christmas trees | 894 | 808 | 325 |
| Talk at school / H Bancroft | 615 | 743 | 1,251 |
| Sponsored read | 4,173 | 3,981 | 4,274 |
| Football game | 400 | 0 | 0 |
| Quiz night | 687 | 0 | 0 |
| Lotto | 1,235 | 0 | 0 |
| Cocktail and auction night | (75) | 4,141 | (45) |
| Donkey Derby | (172) | 5,467 | 5,612 |
| Sports Day BBQ | 0 | 1,911 | 239 |
| Golf day | 0 | 850 | 0 |
| Summer ball | (3,004) | (10,886) | 19,357 |
| Other: | | | |
| Coffee mornings | 362 | 762 | 1,530 |
| Christmas cards | 0 | 369 | 286 |
| 2nd hand uniform sale | 754 | 0 | 0 |
| Donations | 290 | 0 | 0 |
| Fireworks' commission | 187 | 426 | 96 |
| Bags to school | 156 | 96 | 104 |
| Giving Machine | 44 | 139 | 398 |
| 50/50 | 0 | 0 | 780 |
| Interest | 10 | 8 | 14 |
| | 15,497 | 17,066 | 41,801 |

Note: Figures set out the net funds raised by event

Expenditure on charitable activities totalled £10,096. The main expenditure on charitable items were:

- Books: £767
- Curriculum days: £1,161
- Additional school resources: £2,447

In addition, recurring contributions are made for Key Stage 2 fruit, school pantomime, kids' Christmas parties, and Year 6 leavers.

Whilst not paid before year end it has been agreed that funding will be provided for new school l pads. This will be recorded in next year's accounts.

The breakdown above excludes general PTA (trading) costs of £544 and governance costs of £358 (County licencing fees).

Section E**Financial review**

Brief statement of the charity's policy on reserves

All reserves are unrestricted and allocated as grants to the school based on school and PTA agreed approval via committee meetings.

Details of any funds materially in deficit

n/a

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.

See annual accounts for the period, and discussion above.

Section F**Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Mel Paterson

L. Kynaston

Full name(s)

Melissa Paterson

Louise Kynaston

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

30/04/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Mary & All Saints CE Primary School Parent Teacher A 1142175

Receipts and payments accounts

CC16a

For the period
from

01/09/2019

To

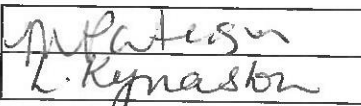
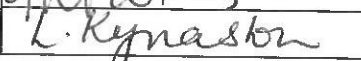
31/08/2020

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|---|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Activities for generating funds | 25,512 | - | - | 25,512 | 39,663 |
| Voluntary receipts | 290 | - | - | 290 | - |
| Bank interest | 10 | - | - | 10 | 8 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 25,812 | - | - | 25,812 | 39,661 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 25,812 | - | - | 25,812 | 39,661 |
| A3 Payments | | | | | |
| Fundraising costs (trading) | 10,483 | - | - | 10,483 | 25,851 |
| Costs of charitable activities | 10,472 | - | - | 10,472 | 21,578 |
| Governance costs | 358 | - | - | 358 | 62 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 21,313 | - | - | 21,313 | 47,491 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 21,313 | - | - | 21,313 | 47,491 |
| Net of receipts/(payments) | 4,499 | - | - | 4,499 | - 7,830 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 18,536 | - | - | 18,536 | - |
| Cash funds this year end | 23,035 | - | - | 23,035 | - 7,830 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | Bank account | 22,967 | - | - |
| | Cash in hand | 68 | - | - |
| | | - | - | - |
| | Total cash funds | 23,035 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | | | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |

| | | | |
|---|--|----------------------------|-------------------|
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval |
| |   | M. Paterson L. KYNASTON | 5.5.21 30.4.21 |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

St Mary & All Saints CE Primary School Parent Teacher Association

**On accounts for the year
ended**

31 August 2020

**Charity no
(if any)**

1142176

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2020**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

21 June 21

Name:

WILLIAM ERTCHELL

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

ICAEW

Address:

49 WOODSIDE AVE

BEACONSFIELD BUCKS HP9 1TH

Section B

Disclosure

Only complete if the examiner needs to highlight 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.