



St Ursula's E-Act Academy

Annual report and accounts

Year ended 31 August 2022

The St Ursula's E-Act Academy Parent, Teachers and Friends Association is a charity which is run by a committee elected each year at the Annual General Meeting.

Our Goals....

To foster, build and support a community across the parents and teachers at our school.

To enrich the education of the children at our school. This is primarily through organising fund-raising events throughout the year.

Review of the Last Year

To achieve these goals we have organised fund raising events and social activities which pupils, teachers, parents, carers and friends of the school can enjoy.

We are reviewing the last financial year which is from September 2021-August 2022. It was agreed by the members to move the AGM away from November – it being the busiest fundraising period of the year with fireworks and Christmas looming, and so we deferred to now.

Fireworks 2021 – the return. In our first year back after Covid we reduced capacity to ensure everyone felt safe and had a hugely successful event raising over £8k.

2021 Christmas Reindeer Run – Our first Reindeer Run was a huge success as we opted for an outdoor event to try and return to normality post Covid. Raising £679 was superb in conjunction with the Cauliflower Cards raising a huge £539.

Quiz & Chips 22 – As I type this on National Womens Day it seems fitting that the winning team coming to defend their title tonight is an all women team. I also need to thank two other great women for their Quiz commitments over the years as it was also our last year with Kelly Warner as host so Kelly thank you for all the year's you've batted away the banter and made a great night, and thank you Fiona for all the years organising the event and despatching a willing husband to the chippy. We'll miss you both. Enjoy tonight and go easy on Ninj.

Lottery 21/22 – The prizes issued in 21/22 relate to the previous year when we sold more tickets, which you'll hear from Kelly shows skewed profit. Ellie Sykes has kindly offered to take on the monthly draws so Claire will be handing over to her soon.

Discos 2022 – Well as expected the discos were a sell out. We reduced capacity of previous discos and split into two discos of 250. After an assessment on the night it was felt by the team we could increase capacity for this year whilst still keeping everyone feeling safe and spaced and using the whole Shine hall.

Graduation – Sharon created a fabulous stage for the 2022 year 6 graduation ceremony after we received a request from Nicky Hamilton. A great balloon arch purchased second hand, some lovely decorations made for a great setting. We'll provide the same in 2023.

Summer Event – A low key event was planned for last year as the team were a little burnt out and without an event lead. Nonetheless the sun shone and our BBQ team kept everyone well fed so we could all enjoy the field and Neil O in the stocks! It is clear we need a dedicated team for 2023 (not necessarily PTFA) so I'll personally drive this recruitment as best I can.

Introducing Colin - the new shipping container which arrived during the summer holidays and was finally in it's home by the start of the new term after a few complications with installation. Thank you to all the team and helpers who emptied the sheds into school, built racking and then filled the container. It's still a work in progress as each time we have an event there's some sorting to do but we'll get there and will need to concentrate on tidying the outside area when we can in better weather.

Sports T-Shirts – it was great to furnish so many children with new shirts after a long gap. We'll order more in time for Sports Day 2023. With our new freezer donated by Claire, we can even sell ice creams at this year's event!

Where has money been spent?

Some of our events aren't necessarily big money spinners, more a social/community event showcasing St U's as a preferred local school with it's wonderful field, sensory garden and great parent participation. So, with our small team we will aim to do what we can resource to provide fun events and raise money for the 'nice to haves' on the school's wish list. Our discussions are still ongoing regarding a MUGA facility – there are cheaper quotes in now through E-Act but we are waiting to see what our contribution could be, as it is felt by many of the team that the current parents and children won't have the benefit of it, and therefore we should not commit all our recent fundraising to this.

Hardship Fund – Having had various requests from SLT to support families in need, we have launched a Hardship Fund which we have agreed will receive 10% of profits but this will be reviewed at each AGM. The purpose of this is to allow the SLT to allocate as they see fit to families in need of support for uniform, trips etc. Before this was created we assisted with a donation to Yr6 camp in 2022, Christmas Hampers and one-off school holiday club for exceptional circumstances.

Finally, thank you to those in the team who plan and put on the events, support us, assist with communications (Sarah) and sponsorship deals (Natasha) and of course those with positions who go above and beyond to make sure we do things well – our wonderful treasurer team work very hard behind the scenes. It's a fabulous team to be part of. I particularly want to thank Cat for joining us and jumping in with both feet for a huge impact. Welcome! Cheers!

Our focus for 2023 will be on building the team but also our bank of wonderful volunteers. We understand that committing is tricky with work and family pressures and will welcome help event by event. Anyone can lead an event – not necessarily a PTFA member and the team will be there to support.

New constitution

We discussed the content of our current constitution in a couple of meetings last year and whether it was fit for purpose and met with the charity commission's expectations. On review by Claire, we felt that as it was created quite some year's ago we should consider adopting the constitution recommended by Parentkind. Things like voting in members, having a finite time in service, and when to hold an AGM could certainly be restrictive with our version. I'd like to propose a vote to move to Parentkind's version.

St Ursula's E-Act Academy PTFA
Statement of Income and Expenditure
Year ended 31 August 2022

	2022	2021
	£	£
Income from events / lottery	31,147	1,716
Donations and grants	2,223	2,136
Other Income	867	159
	<u>34,237</u>	<u>4,011</u>
Expenditure on events / lottery	16,345	1,031
Other expenditure	6,052	123
	<u>22,397</u>	<u>1,154</u>
Net funds raised in year	11,840	2,857
Donations made to school	(5,655)	(1,562)
Net increase (decrease) in funds	<u>6,185</u>	<u>1,295</u>

Approved by:



Shelley Robertson

Chair

17 March 2023

St Ursula's E-Act Academy PTFA
Statement of Income and Expenditure
Year ended 31 August 2022

Income	2021/22	2021/22	2020/21	2020/21
	£	£	£	£
Event Income	30,571		-	
Lottery	576		1,716	
Coop grant	965			
Online fundraising	556			
Cauliflower cards	539			
Matchgiving	100			
Donations	63			
Fundraising/ Donation income	2,223		2,136	
Uniform income	217			
Entrepreneurs income	650			
Other Income	867		159	
Total Income		34,237		4,011
Expenditure				
Event Expenditure	15,745		21	
Lottery	600		1,010	
New Container	4,619			
Event equipment	1,240			
PTA events/Parentkind membership	128			
Sundries	65			
Other Expenditure	6,052		123	
Total Expenditure		(22,397)		(1,154)
Net funds raised		11,840		2,857
Eact - Purchases made for the school		(5,655)		(1,562)
Net movement in funds		6,185		1,295

Summary of cash held at year end

Bank Balance b/f 1 September 2021	27,768
Bank Balance c/f 31 August 2022	33,700
Stripe balance c/f 31 August 2022	253
	<hr/>
Net increase in funds	6,185

Note: Profits on events

	Income	Expenses	Profit	2021/22
Fireworks	16,728	8,326	8,402	-
Xmas Reindeer Run	1,136	457	679	-
Quiz	1,398	869	529	-
Disco	4,185	1,488		-
Summer Fayre / sports day	5,110	1,525	3,585	-
Ice creams	169	128	41	-
Sports Day tshirts	1,845	2,952	(1,107)	-
Total Events	30,571	15,745	12,129	-
Lottery	576	600	(24)	706

Note: Donations made to school

Table Tennis	2,269
Class £100 budgets	2,031
Christmas tree	440
Hardship fund	567
Graduation	221
Lost property boxes	60
Library	20
Hot choc & PJ day	41
Christmas lunch napkins	6
	<hr/>
	5,655



St Ursula's E-Act Academy

Annual report and accounts

Year ended 31 August 2022

The St Ursula's E-Act Academy Parent, Teachers and Friends Association is a charity which is run by a committee elected each year at the Annual General Meeting.

Our Goals....

To foster, build and support a community across the parents and teachers at our school.

To enrich the education of the children at our school. This is primarily through organising fund-raising events throughout the year.

Review of the Last Year

To achieve these goals we have organised fund raising events and social activities which pupils, teachers, parents, carers and friends of the school can enjoy.

We are reviewing the last financial year which is from September 2021-August 2022. It was agreed by the members to move the AGM away from November – it being the busiest fundraising period of the year with fireworks and Christmas looming, and so we deferred to now.

Fireworks 2021 – the return. In our first year back after Covid we reduced capacity to ensure everyone felt safe and had a hugely successful event raising over £8k.

2021 Christmas Reindeer Run – Our first Reindeer Run was a huge success as we opted for an outdoor event to try and return to normality post Covid. Raising £679 was superb in conjunction with the Cauliflower Cards raising a huge £539.

Quiz & Chips 22 – As I type this on National Womens Day it seems fitting that the winning team coming to defend their title tonight is an all women team. I also need to thank two other great women for their Quiz commitments over the years as it was also our last year with Kelly Warner as host so Kelly thank you for all the year's you've batted away the banter and made a great night, and thank you Fiona for all the years organising the event and despatching a willing husband to the chippy. We'll miss you both. Enjoy tonight and go easy on Ninj.

Lottery 21/22 – The prizes issued in 21/22 relate to the previous year when we sold more tickets, which you'll hear from Kelly shows skewed profit. Ellie Sykes has kindly offered to take on the monthly draws so Claire will be handing over to her soon.

Discos 2022 – Well as expected the discos were a sell out. We reduced capacity of previous discos and split into two discos of 250. After an assessment on the night it was felt by the team we could increase capacity for this year whilst still keeping everyone feeling safe and spaced and using the whole Shine hall.

Graduation – Sharon created a fabulous stage for the 2022 year 6 graduation ceremony after we received a request from Nicky Hamilton. A great balloon arch purchased second hand, some lovely decorations made for a great setting. We'll provide the same in 2023.

Summer Event – A low key event was planned for last year as the team were a little burnt out and without an event lead. Nonetheless the sun shone and our BBQ team kept everyone well fed so we could all enjoy the field and Neil O in the stocks! It is clear we need a dedicated team for 2023 (not necessarily PTFA) so I'll personally drive this recruitment as best I can.

Introducing Colin - the new shipping container which arrived during the summer holidays and was finally in it's home by the start of the new term after a few complications with installation. Thank you to all the team and helpers who emptied the sheds into school, built racking and then filled the container. It's still a work in progress as each time we have an event there's some sorting to do but we'll get there and will need to concentrate on tidying the outside area when we can in better weather.

Sports T-Shirts – it was great to furnish so many children with new shirts after a long gap. We'll order more in time for Sports Day 2023. With our new freezer donated by Claire, we can even sell ice creams at this year's event!

Where has money been spent?

Some of our events aren't necessarily big money spinners, more a social/community event showcasing St U's as a preferred local school with it's wonderful field, sensory garden and great parent participation. So, with our small team we will aim to do what we can resource to provide fun events and raise money for the 'nice to haves' on the school's wish list. Our discussions are still ongoing regarding a MUGA facility – there are cheaper quotes in now through E-Act but we are waiting to see what our contribution could be, as it is felt by many of the team that the current parents and children won't have the benefit of it, and therefore we should not commit all our recent fundraising to this.

Hardship Fund – Having had various requests from SLT to support families in need, we have launched a Hardship Fund which we have agreed will receive 10% of profits but this will be reviewed at each AGM. The purpose of this is to allow the SLT to allocate as they see fit to families in need of support for uniform, trips etc. Before this was created we assisted with a donation to Yr6 camp in 2022, Christmas Hampers and one-off school holiday club for exceptional circumstances.

Finally, thank you to those in the team who plan and put on the events, support us, assist with communications (Sarah) and sponsorship deals (Natasha) and of course those with positions who go above and beyond to make sure we do things well – our wonderful treasurer team work very hard behind the scenes. It's a fabulous team to be part of. I particularly want to thank Cat for joining us and jumping in with both feet for a huge impact. Welcome! Cheers!

Our focus for 2023 will be on building the team but also our bank of wonderful volunteers. We understand that committing is tricky with work and family pressures and will welcome help event by event. Anyone can lead an event – not necessarily a PTFA member and the team will be there to support.

New constitution

We discussed the content of our current constitution in a couple of meetings last year and whether it was fit for purpose and met with the charity commission's expectations. On review by Claire, we felt that as it was created quite some year's ago we should consider adopting the constitution recommended by Parentkind. Things like voting in members, having a finite time in service, and when to hold an AGM could certainly be restrictive with our version. I'd like to propose a vote to move to Parentkind's version.

St Ursula's E-Act Academy PTFA
Statement of Income and Expenditure
Year ended 31 August 2022

	2022	2021
	£	£
Income from events / lottery	31,147	1,716
Donations and grants	2,223	2,136
Other Income	867	159
	<u>34,237</u>	<u>4,011</u>
Expenditure on events / lottery	16,345	1,031
Other expenditure	6,052	123
	<u>22,397</u>	<u>1,154</u>
Net funds raised in year	11,840	2,857
Donations made to school	(5,655)	(1,562)
Net increase (decrease) in funds	<u>6,185</u>	<u>1,295</u>

Approved by:



Shelley Robertson

Chair

17 March 2023

St Ursula's E-Act Academy PTFA
Statement of Income and Expenditure
Year ended 31 August 2022

Income	2021/22	2021/22	2020/21	2020/21
	£	£	£	£
Event Income	30,571		-	
Lottery	576		1,716	
Coop grant	965			
Online fundraising	556			
Cauliflower cards	539			
Matchgiving	100			
Donations	63			
Fundraising/ Donation income	2,223		2,136	
Uniform income	217			
Entrepreneurs income	650			
Other Income	867		159	
Total Income		34,237		4,011
Expenditure				
Event Expenditure	15,745		21	
Lottery	600		1,010	
New Container	4,619			
Event equipment	1,240			
PTA events/Parentkind membership	128			
Sundries	65			
Other Expenditure	6,052		123	
Total Expenditure		(22,397)		(1,154)
Net funds raised		11,840		2,857
Eact - Purchases made for the school		(5,655)		(1,562)
Net movement in funds		6,185		1,295

Summary of cash held at year end

Bank Balance b/f 1 September 2021	27,768
Bank Balance c/f 31 August 2022	33,700
Stripe balance c/f 31 August 2022	253
	<hr/>
Net increase in funds	6,185

Note: Profits on events

	Income	Expenses	Profit	2021/22
Fireworks	16,728	8,326	8,402	-
Xmas Reindeer Run	1,136	457	679	-
Quiz	1,398	869	529	-
Disco	4,185	1,488		-
Summer Fayre / sports day	5,110	1,525	3,585	-
Ice creams	169	128	41	-
Sports Day tshirts	1,845	2,952	(1,107)	-
Total Events	30,571	15,745	12,129	-
Lottery	576	600	(24)	706

Note: Donations made to school

Table Tennis	2,269
Class £100 budgets	2,031
Christmas tree	440
Hardship fund	567
Graduation	221
Lost property boxes	60
Library	20
Hot choc & PJ day	41
Christmas lunch napkins	6
	<hr/>
	5,655



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

St Ursula's E-Act Academy Parent, Teachers and Friends Association

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1155488

Set out on pages

3-5

(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 DD / MM / YYYY.

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

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination ~~(other than that disclosed below *)~~ 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.

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

Signed:

Date:

26 June 2023

Name:

Victoria Claire Gibbs

Relevant professional
qualification(s) or body

(if any):

--

Address:

13 Southover Close
Bristol
BS9 3NG

Section B

Disclosure

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