



St Ursula's E-Act Academy

Annual report and accounts

Year ended 31 August 2023

PTFA Annual Report 2022-2023

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.

Welcome all. Thank you for being here everyone. I really hate public speaking – I know that's a shock, anyway, I'm reading what I've prepared instead of getting distracted and waffling then we can crack on with the Quiz and have some fun.

We are reviewing the last financial year which is from September 2022- August 2023.

We'll hear about the figures from Claire so I'll just give a brief rundown of our activities since the last AGM in March 2023.

Fireworks 2022 was a fabulously successful event with the help of the teaching staff. Sadly as our 2023 event was cancelled due to the predicted wind direction, we hope to make 2024 a year to remember.

2022 Christmas Reindeer Run – thanks to Zoe Prescott for doing the Cauliflower Cards which were a great success again.

Pie & Quiz Night 23 – Our very own Narinda Singh did us proud as quizmaster and fielded all the banter.

Lottery 22/23 – Due to a lack of sales we abandoned the lottery last year.

Discos 2023 – Well as expected the discos were a sell out again. Sadly the KS2 disco was halted early due to various issues with children and parents which were beyond our control and for this reason and the resulting investigations and stresses afterwards, we have decided not to have another KS2 disco in the immediate future. The KS1 disco in the school was very cute and the bar sales were tremendous however!

Graduation – Once again we provided graduation decoration for our 2023 year 6 leavers. What an amazing afternoon this is for the graduates who were then applauded as they left the building for the last time. We will continue to do this going forward.

Sports Day – providing refreshments for this always goes down so well. Its great to have other parent helpers this day. The ice cream sales at the end was a chaotic but profitable half hour!

Summer Event 23 – What a blast this was. The BBQ, Band and games went down well for a chilled afternoon on the field. Lots of comments about more activities for the children at the next one, so we'll look to change the vibe in 2024 and book an activity.

Colin the container has served us well. 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.

Sports T-Shirts – it was great to furnish so many children with new shirts after a long gap. We'll see if we need to order more in time for Sports Day 2024 but Sharon said it worked well with orders online and being delivered to classes.

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 – Last year we 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.

This year we hope to fund off site activities for the children as many of the parents and children feel that trips are fewer than a few years ago. Laura has kindly investigated this for us and the team need to give their feedback on the options for we take it to the SLT. So please take a look at her document on the PTFA page.

Finally, thank you to those in the team who plan and put on the events, support us, assist with communications and sponsorship deals 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. Our focus for 2024 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.

The roles / voting in.

All roles within the PTFA can be shared between its members. Due to changes in personal circumstances, we would particularly welcome any interest in the roles of Chair, Vice Chair and Treasurer so if I could ask for any interested parties for those first.

Chair – I'm conscious that the charity cannot function without this role and I am happy to keep the Chair role in name but would need assistance from other members with school meetings, and any

complaint resolution – yes, we do have to field quite a bit! We will also only be able to commit to events if there is a clear event lead and enough assistance to do it effectively.

Christmas '23 saw a huge lack of volunteers and our existing team were exhausted by it. Naturally, it's also straight from Fireworks into Christmas and we just manage to catch our breath so a drive for volunteers is a priority this year.

Vice Chair – Kayleigh is back to working full time and happy to offer her services to the team but needs to step down as Vice Chair.

Treasurer – Claire's commitments have increased and after a few years as Treasurer she'd like to scale things back.

Other roles:

Events Organiser

School Liaison

Secretary

Sponsorship liaison

Social Media / Marketing

Graphic Design

Friend of the PTFA

St Ursula's E-Act Academy PTFA
Statement of Income and Expenditure
Year ended 31 August 2023

	2023	2022
	£	£
Income from events / lottery	30,495	31,147
Donations and grants	1,263	2,223
Other Income	20	867
	<u>31,778</u>	<u>34,237</u>
Expenditure on events / lottery	18,169	16,345
Other expenditure	2,485	6,052
	<u>20,654</u>	<u>22,397</u>
Net funds raised in year	11,124	11,840
Donations made to school	(1,262)	(5,655)
Net increase (decrease) in funds	<u>9,862</u>	<u>6,185</u>

Approved by:



Shelley Robertson

Chair

15 March 2024

St Ursula's E-Act Academy PTFA
Statement of Income and Expenditure
Year ended 31 August 2023

Income	2022/23	2022/23	2021/22	2021/22
	£	£	£	£
Event Income	30,483		30,571	
Lottery	12		576	
Coop grant				
Online fundraising	847			
Cauliflower cards	407			
Matchgiving				
Donations	9			
Fundraising/ Donation income	1,263		2,223	
Uniform income	20			
Other Income	20		867	
Total Income		31,778		34,237
Expenditure				
Event Expenditure		17,893		15,745
Lottery		276		600
Storage/container costs	827			
Event equipment	912			
Uniform shed	606			
PTA events/Parentkind membership	140			
Other Expenditure	2,485		6,052	
Total Expenditure		(20,654)		(22,397)
Net funds raised		11,124		11,840
Eact - Purchases made for the school		(1,262)		(5,655)
Net movement in funds		9,862		6,185

Summary of cash held at year end

Bank Balance b/f 1 September 2022	33,700
Bank Balance c/f 31 August 2022	43,562
Net increase in funds	9,862

Note: Profits on events

	Income	Expenses	Profit	2021/22
Fireworks	16,097	9,046	7,051	8,402
Xmas Events	1,217	1,049	168	679
Quiz	977	491	486	529
Disco	4,994	1,217	3,777	2,697
Summer Fayre / sports day	5,934	3,841	2,093	3,585
Ice creams	230	82	148	41
Sports Day tshirts	1,034	2,167	(1,133)	(1,107)
Total Events	30,483	17,893	12,590	14,826
Lottery	12	276	(264)	(24)

Note: Donations made to school

Buddy Benches	451
Christmas lunch crackers etc	182
Breakfast club equipment	45
Outdoor misc	37
Graduation	51
Hardship fund	496
	1,262



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Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

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

On accounts for the year
ended

31 August 2023

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 **31 / 08 / 2023**.

Responsibilities and
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 (~~other than that disclosed below *~~) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the 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:

10 June 2024

Name:

Benjamin Leigh Wilson

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

Address:

175 Ambleside Avenue

Bristol

BS10 6HF

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 details of any items that the examiner wishes to disclose.

N/A