

St Michael's Parents & Friends Association

Treasurer's Report

to the Accounts for the year ended 31/08/2022

St Michael's Parents & Friends Association experienced a productive year with the return to a more normalised level of fundraising, following the COVID19-pandemic which had hampered fundraising activity in the previous financial period.

A number of fundraising activities were held, the most significant being the Spring Ball in May which was a huge financial success, generating £37,590.82 in profit allowing two charitable donations; £9,034.67 to NACCOA and £11,121.33 to Demelza and retaining £17,434.82 for the P&F.

The P&F also organised the annual cricket memorial in memory of Ellis Andrews enabling a donation of £1,226.57 to the Emily Ash Trust. £590 was also raised and donated to Community Cupboard, a local foodbank in Sevenoaks.

The activities generated the following net funds for the P&F:

- £17,434.82 - Spring Ball
- £2,752.43 - Christmas Bazar
- £64.00 - Halloween Costumes
- £651.50 - Panto
- £203.97 - Ski-wear sale
- £530.05 - Prep Sports Day
- £208.59 - Pre-Prep Sports Day
- £134.90 - Amazon Smile

The charity's events overall ran at a net surplus of £21,980.26

Income of £5,735 was received from subscriptions and £754 from other miscellaneous income and donations.

This year the P & F have contributed in full or partially to the following items for use at school:

- £5,000.00 - Drama Lighting
- £2,865.60 - Library Furniture
- £2,500.00 - Minibus Contribution
- £786.00 - High Jump Topper

Funds were also reserved for:

- £1,500.00 – Pre-prep Mural
- £1,500.00 – AEN Support

In addition to distribution of funds to the school, contributions were also made towards Year 6 and 8 leavers' gifts, Mrs Bridges leaving gift, Christmas Trees, and Easter Eggs.

Distribution of funds and expenses incurred for fundraising events across the year totalled £84,133.94. £1,300.00 was also paid for expenditure approved and accounted for in the previous financial year for Pre-Prep tables.

This activity resulted in a cash balance of £40,972.70 on 31 August 2022 an increase of £17,868.71 from the balance at 1 September 2021 of £23,103.99. Of the increase, £7,879.17 net is cash reserved for funding requests and £9,989.54 returned to P&F funds.

The accounts for the financial year ending 31 August 2022 have been independently reviewed and will be filed with the Charity Commission by 30th June 2023.

The core committee members of the P&F were unchanged from the previous financial year. The full committee is listed as follows: Kelly Downey and Kerri O'Dwyer (co-Chairs), Ben Taylor (Treasurer), Avril Gibbinson (Assistant Treasurer), Laura Andrews (Secretary), Daisy Gregson, Adam Law and Tracey Scott (Committee Members).

For Kelly Downey, Kerri O'Dwyer, Ben Taylor, Adam Law and Tracey Scott, this will be their final term in office. We would like to take this opportunity to thank them for their hard work and commitment during their extremely challenging tenure.

The new committee for the period from September 2022 will be Laura Andrews (co-Chair) and Kea Ashley (co-Chair) Victoria Abueita (Treasurer), Victoria Leithead (Assistant Treasurer), Daisy Gregson (Secretary), Merle Parrett and Avril Gibbinson (Committee Members).

Victoria Abueita

Treasurer

9th June 2023

ST MICHAELS PARENTS AND FRIENDS ASSOCIATION

Receipts and Payments Accounts For the year ended 31 August 2022

2021 £		2022 £	2022 £
RECEIPTS			
Donations, Legacies and other Similar receipts			
5,965.00	Subscriptions and Payments	5,735.00	
916.08	Other	754.00	
6,881.08	Total Donated Income		6,489.00
Fundraising			
2,758.08	Events	88,934.48	
2,758.08	Total Fundraising Income		88,934.48
Investment Income			
0.00	Bank Interest Received	0.00	
0.00	Total Investment Income		0.00
9,639.16	TOTAL RECEIPTS		95,423.48

ST MICHAELS PARENTS AND FRIENDS ASSOCIATION

Receipts and Payments Accounts For the year ended 31 August 2022

2021 £		2022 £	2022 £
PAYMENTS			
Expenditure to generate funds			
-19,889.82	Events	-66,954.22	
-19,889.82	Total Expenditure to generate funds		-66,954.22
Distribution of funds			
-6,200.00	Laser Cutter	0.00	
-2,034.00	Speed Trap	0.00	
-1,345.00	Gazebo	0.00	
-1,300.00	Pre Prep Outdoor Tables	-267.28	
-1,066.00	Cross Country Tops	0.00	
-588.00	Christmas Trees	-648.00	
-480.00	Leavers Parties (Y6 + 8)	-630.00	
-468.79	Y2 Leavers Bottles	0.00	
-360.00	Y6 Leavers Hoodies	0.00	
-282.80	Gifts	-50.00	
-123.00	PTA UK Subscription (Parentkind)	-128.00	
-99.93	Easter Expenses	-67.21	
0.00	Film Licence	-87.60	
0.00	Meeting Expenses	-10.03	
0.00	MiniBus Contribution	-2,500.00	
0.00	Drama Lighting	-5,000.00	
0.00	Community Cupboard Fundraising	-590.00	
0.00	Mrs Bridges Leaving Gift Fund	-550.00	
0.00	Library Furniture	-2,865.60	
0.00	High Jump Topper	-786.00	
0.00	AEN Support	-1,500.00	
0.00	Pre-Prep Mural	-1,500.00	
-14,347.52	Total distribution of funds		-17,179.72
Adjustments Relating to Prior Periods			
-		(1,300)	
0	Total		-1,300
-34,237.34	TOTAL PAYMENTS		-85,433.94

ST MICHAELS PARENTS AND FRIENDS ASSOCIATION

Statement of Assets and Liabilities For the year ended 31 August 2022

2021 £		2022 £	2022 £
9,639.16	RECEIPTS		95,423.48
###	PAYMENTS		-85,433.94
<u>###</u>	NET SURPLUS		<u>9,989.54</u>
ASSETS			
	Cash at Bank and at Hand		
	New Current account	40,972.70	
23,103.99	Total Cash at Bank		40,972.70
	Adj for payments not yet cleared		-7,879.17
<u>23,103.99</u>	TOTAL ASSETS		<u>33,093.53</u>
ACCUMULATED FUND			
47,702.17	Opening Balance - Unrestricted Funds		23,103.99
-24,598.18	Surplus / (Deficit) for the year		9,989.54
<u>23,103.99</u>	Closing Balance - Unrestricted Funds		<u>33,093.53</u>

Approved by the Committee and signed on its behalf

Date ###

Laura Andrews (Co
Chair)

Daisy Gregson (Secretary)

Victoria Turr (Treasurer)

ST MICHAELS PARENTS AND FRIENDS ASSOCIATION

Net Surplus By Event For the year ended 31 August 2022

2021 £	2021 £			2022 £	2022 £
0.00		Christmas Bazaar	Income	7,211.93	
0.00			Expenditure	-4,459.50	
	0.00		Surplus		2,752.43
104.68		Amazon Smile	Income	134.90	
0.00			Expenditure	0.00	
	104.68		Surplus		134.90
360.00		Cooking Curry Night	Income	0.00	
-315.00			Expenditure	0.00	
	45.00		Surplus		0.00
255.50		Halloween Competition	Income	64.00	
-47.33			Expenditure	0.00	
	208.17		Surplus		64.00
0.00		Spring Ball	Income	73,011.58	
-18,600.00			Expenditure	-55,576.74	
	-18,600.00		Surplus		17,434.84
1,413.00		Winter Wonderland	Income	0.00	
-580.99			Expenditure	0.00	
	832.01		Surplus		0.00
504.90		Christmas Cards	Income	0.00	
0.00			Expenditure	0.00	
	504.90		Surplus		0.00
0.00		Panto	Income	3,770.00	
-346.50			Expenditure	-3,118.50	
	-346.50		Surplus		651.50
0.00		Movie Night	Income	0.00	
0.00			Expenditure	0.00	
	0.00		Surplus		0.00
0.00		Cricket Memorial	Income	1,721.78	
0.00			Expenditure	-1,721.78	
	0.00		Surplus		0.00
0.00		Sports Day Prep	Income	2,552.75	
0.00			Expenditure	-2,022.70	
	0.00		Surplus		530.05
0.00		Sports Day Pre-Prep	Income	263.59	
0.00			Expenditure	-55.00	
	0.00		Surplus		208.59
0.00		Ski wear Sale	Income	203.97	
0.00			Expenditure	0.00	
	0.00		Surplus		203.97
120.00		Yoga	Income	0.00	
0.00			Expenditure	0.00	
	120.00		Surplus		0.00
	-17,131.74				21,980.28
2,758.08		TOTAL INCOME		88,934.50	
-19,889.82		TOTAL EXPENDITURE		###	
-17,131.74		Net Profit		21,980.28	

Mark Binskin
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PRIVATE AND CONFIDENTIAL

Victoria Abueita
C/O St Michael's Prep School
Parents and Friends Association
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Row Dow
Otford
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TN14 5RY

10 June 2023

Dear Victoria

INDEPENDENT EXAMINATION

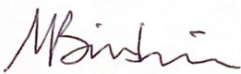
Charities with a gross income of £1m or less may choose to have an independent examination in place of an audit unless both their gross assets exceed £3.26m and their gross income exceeds £250,000.

As requested, I have reviewed the accounting records kept by the Parents and Friends Association for the 2021/2022 year and compared the accounts presented with those records.

Please be aware that I have not carried out a professional audit but during my scrutiny of the records, I have not found any material misstatement or omission.

Should you have any queries in relation to the examination performed, please do not hesitate to contact me.

Kind regards



Mark Binskin FCCA
Chartered Certified Accountant
Membership Number: 0636903