

St Michael's Parents & Friends Association

Treasurer's Report

to the Accounts for the year ended 31/08/2023

St Michael's Parents & Friends Association had a busy and productive year, with the new committee full of energy and enthusiasm. The objective of the year was to build on the previous committee's foundation, strengthening the community around the school and ensuring inclusion for all. This was particularly relevant and important in what was the school's 150th year.

With this objective in mind, a number of Parents and Friends events were held, the most significant being the re-launch of the Christmas Fayre to include a Winter Wonderland and Farmers Market. This was well attended and raised over £4000. In addition the Summer Festival in June was a fantastic family event, and the sun shone brightly. This raised £1,200.

The P&F also organised the annual cricket memorial in memory of Ellis Andrews enabling a donation of £935.64 to the Emily Ash Trust.

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

- £3,504.59 - Christmas Bazar
- £226.82 - Winter Wonderland
- £606.07 - Farmers Market
- £1,216.18 - Summer Festival
- £1,170.31 - Carol Concert
- £2,040.63 - DISCOs
- £465.00 - Panto
- £300.51 - Wine and Cheese Evening
- £221.18 - Prep Sports Day
- £193.59 - Pre-Prep Sports Day
- £86.52 - Wreath Making
- £167.56 - Amazon Smile

The charity's events overall ran at a net surplus of £10,198.96

Income of £5,701 was received from subscriptions and £1,196.95 from other miscellaneous income and donations.

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

- £2,000.00 – PA System
- £3,300 – Orchestra for 150th Anniversary Christmas Concert
- £120.60 - Thermos
- £91.97 - Back to School Frame

Funds were also reserved for:

- £500.00 – Pre-prep Mural (pre-existing from 21/22)
- £1,150.00 - Debbie Draws Maps Mural
- £300 - Pre-Prep Anniversary Gifts
- £500.00 - AEN Support (pre-existing from 21/22)

In addition to distribution of funds to the school, contributions were also made towards Year 8 leavers' gifts, Christmas Trees and a Wreath for the Prep Reception Door, and Easter Eggs.

Distribution of funds and expenses incurred for fundraising events across the year totalled £45,504.12. £4,878.17 was also paid for expenditure approved and accounted for in the previous financial year for Cricket Memorial Proceeds, Library Furniture and High Jump Topper. In addition £2000 of funding earmarked for AEN Support and Pre Prep Mural was decided by the committee to be no longer required and was reduced to £500 each. In addition this funding was accounted for in the Financial Year 2021/22.

This activity resulted in a cash balance of £41,112.09 on 31 August 2023 an increase of £139.39 from the balance at 1 September 2022 of £40,972.70

The accounts for the financial year ending 31 August 2023 have been independently reviewed and will be filed with the Charity Commission by 30th June 2024.

The committee for the period from September 2022 was 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

6th June 2024

ST MICHAELS PARENTS AND FRIENDS ASSOCIATION

Receipts and Payments Accounts For the year ended 31 August 2023

2022 £		2023 £	2023 £
RECEIPTS			
	Donations, Legacies and other Similar receipts		
5,735.00	Subscriptions and Payments	5,701.00	
754.00	Other	1,196.95	
<u>6,489.00</u>	Total Donated Income		6,897.95
Fundraising			
88,934.48	Events	44,979.32	
<u>88,934.48</u>	Total Fundraising Income		44,979.32
Investment Income			
0.00	Bank Interest Received	0.00	
<u>0.00</u>	Total Investment Income		0.00
<u><u>95,423.48</u></u>	TOTAL RECEIPTS		<u><u>51,877.27</u></u>

ST MICHAELS PARENTS AND FRIENDS ASSOCIATION

Receipts and Payments Accounts For the year ended 31 August 2023

2022 £		2023 £	2023 £
PAYMENTS			
	Expenditure to generate funds		
-66,954.22	Events	-34,780.36	
-66,954.22	Total Expenditure to generate funds	-34,780.36	
	Distribution of funds		
0.00	Year 3 Books	-100.00	
0.00	Foliage for Back to School Frame	0.00	
0.00	Thermos	-120.60	
-267.28	Pre Prep Outdoor Tables	0.00	
0.00	Christmas Wreath	-50.00	misc
-648.00	Christmas Trees	-690.00	misc
-630.00	Leavers Parties (Y6 + 8)	0.00	
0.00	Christmas Orchestra	-3,300.00	
0.00	Y8 Leavers Contributions	-240.00	
-50.00	Gifts	0.00	
-128.00	PTA UK Subscription (Parentkind)	-140.00	misc
-67.21	Easter Expenses	-86.96	misc
-87.60	Film Licence	0.00	
-10.03	Meeting Expenses	-15.59	misc
-2,500.00	MiniBus Contribution	0.00	
-5,000.00	Drama Lighting	0.00	
-590.00	Community Cupboard Fundraising	0.00	
-550.00	Mrs Bridges Leaving Gift Fund	0.00	
-2,865.60	Library Furniture	0.00	
-786.00	High Jump Topper	0.00	
-1,500.00	AEN Support	-500.00	
-1,500.00	Pre-Prep Mural	-500.00	
0.00	Miscellaneous	-1,072.80	
0.00	Grounds People Expenses	-100.70	misc
0.00	Coronation Bookmarks	-357.11	
0.00	PA System	-2,000.00	
0.00	Debbie Draws Maps Murals	-1,150.00	
0.00	Prep 10yr Annivesary gifts	-300.00	misc
-17,179.72	Total distribution of funds	-10,723.76	
	Adjustments Relating to Incurred Expenses		
	Switch from Parent conts to WW	(2,392)	
	Switch from 2023 events to misc	(2,000)	
	Adjustments Relating to Prior Periods		
	Changes in accrual for AEN and Pre-Pre	2,000.0	
	Accounted for in 21/22 AEN and Pre-Pr	1,000.0	
(1,300)			
-1,300	Total		-1,392
-85,433.94	TOTAL PAYMENTS	-46,896.12	
-84,133.94		-45,504.12	

Payments Relating to PP

Cricket Memorial Proceeds for 2022	-1226.57
High Jump Topper Paid in 22/23 relates to 21	-786
Library Furniture Paid in 22/23 relates to 21/	-2865.6

ST MICHAELS PARENTS AND FRIENDS ASSOCIATION

Statement of Assets and Liabilities For the year ended 31 August 2023

2022 £		2023 £	2023 £	
95,423.48	RECEIPTS	51,877.27		
-85,433.94	PAYMENTS	-46,896.12		
<u>9,989.54</u>	NET SURPLUS	<u>4,981.15</u>		
ASSETS				
	Cash at Bank and at Hand			
	New Current account	41,112.09		
40,972.70	Total Cash at Bank	41,112.09		
-7,879.17	Adj for payments not yet cleared	-3,037.41		
<u>33,093.53</u>	TOTAL ASSETS	<u>38,074.68</u>		
ACCUMULATED FUND				
23,103.99	Opening Balance - Unrestricted Funds	33,093.53		
9,989.54	Surplus / (Deficit) for the year	4,981.15		
<u>33,093.53</u>	Closing Balance - Unrestricted Funds	<u>38,074.68</u>		0.00

Approved by the Committee and signed on its behalf

Date
05/06/2024

Laura Andrews
(Co Chair)

Kea Ashley
(Co Chair)

Victoria Abueita
(Treasurer)

ST MICHAELS PARENTS AND FRIENDS ASSOCIATION

Net Surplus By Event For the year ended 31 August 2023

2022 £	2022 £			2023 £	2023 £
7,211.93		Christmas Bazaar	Income	7,832.44	
-4,459.50			Expenditure	-4,327.85	
	2,752.43		Surplus		3,504.59
134.90		Amazon Smile	Income	167.56	
0.00			Expenditure	0.00	
	134.90		Surplus		167.56
0.00		Carol Concert	Income	1,425.81	
0.00			Expenditure	-255.50	
	0.00		Surplus		1,170.31
64.00		Halloween Competiti	Income	0.00	
0.00			Expenditure	0.00	
	64.00		Surplus		0.00
73,011.58		Spring Ball	Income	0.00	
-55,576.74			Expenditure	0.00	
	17,434.84		Surplus		0.00
0.00		Winter Wonderland	Income	2,877.50	
0.00			Expenditure	-2,650.68	
	0.00		Surplus		226.82
0.00		Farmers Market	Income	618.07	
0.00			Expenditure	-12.00	
	0.00		Surplus		606.07
3,770.00		Panto	Income	4,485.00	
-3,118.50			Expenditure	-4,020.00	
	651.50		Surplus		465.00
0.00		Wine and Cheese Eve	Income	300.51	
0.00			Expenditure	0.00	
	0.00		Surplus		300.51
1,721.78		Cricket Memorial	Income	935.64	
-1,721.78			Expenditure	-935.64	
	0.00		Surplus		0.00
2,552.75		Sports Day Prep	Income	540.09	
-2,022.70			Expenditure	-318.91	
	530.05		Surplus		221.18
263.59		Sports Day Pre-Prep	Income	193.59	
-55.00			Expenditure	0.00	
	208.59		Surplus		193.59
203.97		Ski wear Sale	Income	0.00	
0.00			Expenditure	0.00	
	203.97		Surplus		0.00
0.00		Summer Festival	Income	22,152.07	
0.00			Expenditure	-20,935.89	
	0.00		Surplus		1,216.18
0.00		DISCO	Income	2,390.63	
0.00			Expenditure	-350.00	
	0.00		Surplus		2,040.63
0.00		Wreath Making	Income	1,060.41	
0.00			Expenditure	-973.89	
	0.00		Surplus		86.52
	21,980.28				8,071.81
88,934.50		TOTAL INCOME		44,979.32	
-66,954.22		TOTAL EXPENDITURE		###	
21,980.28		Net Profit		10,198.96	

Mark Binskin
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PRIVATE AND CONFIDENTIAL

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09 June 2024

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 2022/2023 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 Accountant