



## 2024 AGM - October 16th

### Treasurer's Report for year ending 31<sup>st</sup> August 2024

The FPTA had yet another very successful fundraising year - a huge thank you to the Community.

The opening balance on 1<sup>st</sup> Sep 2023 was **£17,457** (of which £150 held as cash for events).

This year we raised a gross income of £29,386 and after the cost of Events and Admin, this was a **Net Income of £26,341** (vs £30k last year). This included:-

- £10,435 Net Income from FPTA fundraising events (down £4k y/y as there was no Village Ball or Holiday Raffle this year). Loopy Lapathon was our biggest fundraiser at £2.8k income
- £13,341 from one off donations and grants (down £3k y/y)
  - £6,000 from Turner Dumbrells (flat y/y)
  - £2,737 one off donations from parent led fundraising
  - £2,460 gift matching
- £1,587 Monthly parent donations (from 10 parents - up £250 y/y)
- £1,389 from Easy Fundraising, Amazon Smile and the village Swap'n'Share

*Details of money raised at individual events are on the Income and Expenditure document attached (this years' figures are to the left, last years' figures for comparison, are to the right).*

Throughout the year, we **donated £25,128** to the school (down £5.5k y/y) as we continued to support the school with new Learning schemes and improved facilities in addition to our Annual Commitments. In particular, we supported our Governing Document through:

- £15,874 towards Facilities and Equipment including: £5,665 on the playground (including £4k TD Grant to the new markings); £3,879 on furniture and; £2,510 on Class Lists
- £8,072 towards Lessons and resources including the library refurbishment and books, Accelerated Reader Scheme, Spelling scheme and exercise books

*Details of these items are on the attached Income and Expenditure report. Administration costs were £411.*

Income this year exceeded spending by £1,213 and the **Year End balance was £18,670** held as £18,520 bank balance on 31<sup>st</sup> August 2024 and £150 cash. Of this balance, £7,077 is from grants for the Nursery wetpour and front garden.

Going forward, in addition to Grants, we will ring fence £13,484:

- £6,784 for Annual Commitments and Admin costs (including new AR scheme)
  - *These are reviewed every year and a list is available on request*
- £2,500 for the Annual Class budgets
- £4000 for 2023-24 wishlist items not yet refunded (Wetpour and Y3 furniture)
- £200 to continue front garden project

Allowing for a £1k buffer, this leaves us with around £4k to spend immediately on the school's new Annual Wishlist and I forecast we will have a further £7k to spend for this year excluding Grants.

Now that income has been over £25k for 3 years in a row, I have recommended formally adopting more Governance policies and internal controls in line with Charity Commission recommendations.

Camila Lewis, Treasurer

*The accounts for the year ending 31<sup>st</sup> August 2024 are being independently examined by Jason Blackman. An Internal Financial Controls review was conducted in Sep 2024 and a copy is available on request.*

**FRIENDS AND P.T.A.OF ST MARGARET'S PRIMARY SCHOOL. DITCHLING**  
**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST AUGUST 2023**

| <u>INCOME</u>                |                  |                  | <u>EXPENDITURE</u>           |                  |                  | <u>Net Income from Events</u> |                  |  |
|------------------------------|------------------|------------------|------------------------------|------------------|------------------|-------------------------------|------------------|--|
| <u>Events</u>                | YE 31Aug24       | Prior Year       | <u>Events</u>                | YE 31Aug23       | Prior Year       | YE 31Aug23                    | Prior Year       |  |
| Loopy Lapathon               | 2,853.76         | 4,077.03         | Loopy Lapathon               | 52.95            | -                | 2,800.81                      | 4,077.03         |  |
| Xmas Fair                    | 3,362.49         | 3,037.16         | Xmas Fair                    | 876.65           | 957.01           | 2,485.84                      | 2,080.15         |  |
| Summer Fair                  | 2,234.51         | 1,994.51         | Summer Fair                  | 620.44           | 707.61           | 1,614.07                      | 1,286.90         |  |
| Halloween Disco              | 1,825.87         | 1,888.39         | Halloween Disco              | 624.12           | 713.26           | 1,201.75                      | 1,175.13         |  |
| Quiz Night                   | 810.56           | 2,000.14         | Quiz Night                   | -                | 753.70           | 810.56                        | 1,246.44         |  |
| Tea Towels                   | 635.04           | 685.85           | Tea Towels                   | 371.92           | 468.00           | 263.12                        | 217.85           |  |
| Xmas Cards                   | 218.14           | 386.20           | Xmas Cards                   | -                | -                | 218.14                        | 386.20           |  |
| Uniform & Bags2School        | 273.99           | 425.00           | Uniform & Bags2School        | -                | -                | 273.99                        | 425.00           |  |
| Village Fair/Ball            | 574.70           | 2,000.00         | Village Ball                 | 88.93            | -                | 485.77                        | 2,000.00         |  |
| Apple Day                    | 224.60           | 137.82           | Apple Day                    | -                | -                | 224.60                        | 137.82           |  |
| Holiday Raffle               | -                | 1,232.45         | Holiday Raffle               | -                | -                | -                             | 1,232.45         |  |
| Easter Egg decoration comp   | 56.15            | -                | Easter Egg decoration comp   | -                | -                | 56.15                         | -                |  |
| <b>TOTAL EVENTS</b>          | <b>13,069.81</b> | <b>17,864.55</b> |                              | <b>2,635.01</b>  | <b>3,599.58</b>  | <b>10,434.80</b>              | <b>14,264.97</b> |  |
| <u>Other Income</u>          |                  |                  | <u>Administration Costs</u>  |                  |                  | <u>Net Income</u>             |                  |  |
| Monthly donations            | 1,586.74         | 1,321.27         | PTA Membership               | 193.00           | 140.00           | 26,340.66                     | 32,247.98        |  |
| Other Donations              | 2,737.10         | 3,237.90         | AGM                          | 98.12            | -                |                               |                  |  |
| Gift Aid                     | 61.99            | 835.87           | Accountant                   | 120.00           | -                |                               |                  |  |
| Grants & Business donations  | 8,000.00         | 6,000.00         | Just giving & Zettle Fees    | 0.00             | 52.80            |                               |                  |  |
| Easy Fundraising & Amazon Si | 783.25           | 587.12           |                              |                  |                  |                               |                  |  |
| Swap n Share                 | 605.82           | 623.77           |                              |                  |                  |                               |                  |  |
| AGM                          | 82.08            |                  |                              |                  |                  |                               |                  |  |
| Gift Match                   | 2,460.00         | 1,992.69         |                              |                  |                  |                               |                  |  |
| Front Garden                 | 0.00             | 3,577.19         |                              |                  |                  |                               |                  |  |
| <b>TOTAL OTHER</b>           | <b>16,316.98</b> | <b>18,175.81</b> |                              |                  |                  |                               |                  |  |
|                              |                  |                  | <b>TOTAL ADMIN COSTS</b>     | <b>411.12</b>    | <b>192.80</b>    |                               |                  |  |
| <u>SCHOOL SPENDING:</u>      |                  |                  | <u>Annual Commitments</u>    |                  |                  |                               |                  |  |
|                              |                  |                  | Nursery French Lessons       | 1,140.00         | 1,170.00         |                               |                  |  |
|                              |                  |                  | Gifts                        | 1,150.27         | 639.57           |                               |                  |  |
|                              |                  |                  | Decorations day              | 171.87           | 0.00             |                               |                  |  |
|                              |                  |                  | Subscription – First News    | 146.00           | 0.00             |                               |                  |  |
|                              |                  |                  | Music Lessons                | 100.00           | 200.00           |                               |                  |  |
|                              |                  |                  | <u>Class Wishlists</u>       | <u>2,510.50</u>  | <u>2,664.29</u>  |                               |                  |  |
|                              |                  |                  | <u>Wishlist</u>              |                  |                  |                               |                  |  |
|                              |                  |                  | Playground                   | 5,664.83         | 2,480.00         |                               |                  |  |
|                              |                  |                  | Educational resources        | 4,277.55         | 0.00             |                               |                  |  |
|                              |                  |                  | Furniture and classrooms     | 3,876.66         | 0.00             |                               |                  |  |
|                              |                  |                  | Library books & equipment    | 2,408.28         | 906.35           |                               |                  |  |
|                              |                  |                  | School building              | 1,352.47         | 0.00             |                               |                  |  |
|                              |                  |                  | Forest School                | 1,800.00         | 3,034.47         |                               |                  |  |
|                              |                  |                  | Front Garden                 | 489.20           | 4,019.62         |                               |                  |  |
|                              |                  |                  | Music equipment              | 0.00             | 0.00             |                               |                  |  |
|                              |                  |                  | Tech & AV Equipment          | 0.00             | 15,284.04        |                               |                  |  |
|                              |                  |                  | Pond refurbishment           | 0.00             | 439.32           |                               |                  |  |
|                              |                  |                  | Sundry Expenses              | 40.00            | 0.00             |                               |                  |  |
|                              |                  |                  | <b>TOTAL SCHOOL SPENDING</b> | <b>25,127.63</b> | <b>30,837.66</b> |                               |                  |  |
| <b>TOTAL INCOME</b>          | <b>29,386.79</b> | <b>36,040.36</b> | <b>TOTAL EXPENDITURE</b>     | <b>28,173.76</b> | <b>34,630.04</b> | <b>Déficit/Surplus</b>        |                  |  |
|                              |                  |                  |                              |                  |                  | <b>1,213.03</b>               | <b>1,410.32</b>  |  |

**BALANCE SHEET (RECONCILIATION OF INCOME & EXPENDITURE TO BANK STATEMENTS AND CASH)**

|                                    |                  |     |              |                  |
|------------------------------------|------------------|-----|--------------|------------------|
| <u>Closing Balance 30 Aug 2023</u> | <u>17,457.24</u> | As: | Lloyds Bank  | 17,307.24        |
|                                    |                  |     | Cash         | 150.00           |
|                                    |                  |     | <b>TOTAL</b> | <b>17,457.24</b> |
| Income - Expenditure               | 1,213.03         | As: | Lloyds Bank  | 18,520.27        |
| <b>YE Balance 1 Sep 2021</b>       | <b>18,670.27</b> |     | Cash         | 150.00           |
|                                    |                  |     | <b>TOTAL</b> | <b>18,670.27</b> |

REVIEWED BY  
JASON BLACKMAN

*JB*

13.10.24.

## **Independent examiner's report to the trustees of Ditchling FPTA**

I report to the trustees on my examination of the accounts of the Ditchling FPTA (the Trust) for the year ended 31 August 2024.

### **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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;

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2. the accounts do not accord with those records; or

3. the accounts do 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.

Signed:



Name: JASON PAUL BLACKMAN

Relevant professional qualification or membership of professional bodies (if any): MAAT

Address: 34 BROYLESIDE COTTAGES, RINGMER, LEWES, EAST SUSSEX, BN8 5NS

Date: 7 February 2025