

# ELHAM CEP SCHOOL PTA

England & Wales · Charity number 1170927

## Details

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**Other names** ELHAM PTA

**Status** Registered

**Legal form** CIO

**Registered** 2016-12-30

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Elham C Of E Primary School  
Vicarage Lane  
Elham  
Canterbury  
CT4 6TT

**Phone** 01303840325

**Email** [elhamprimarypta@hotmail.com](mailto:elhamprimarypta@hotmail.com)

**Website** <http://www.elhamprimary.co.uk/pta/>

## Activities

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**Objects:** THE OBJECT OF THE CIO IS TO ADVANCE THE EDUCATION OF PUPILS ATTENDING ELHAM CHURCH OF ENGLAND PRIMARY SCHOOL BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS.

**Activities:** The charity carries out a range of fundraising activities in order to generate funds to pay for facilities and equipment that support Elham CEP School and its pupils. The vast majority of the fundraising activities have the dual benefit of being fun and beneficial in themselves for pupils and their parents.

## Classification

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- **How:** Provides Other Finance
- **What:** Education/training
- **Who:** Children/young People

## Geography

- Kent

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£6,006	£6,237	-	-
2024-08-31	£15,361	£14,780	-	-
2023-08-31	£11,315	£11,931	-	-
2022-08-31	£10,210	£6,642	-	-
2021-08-31	£977	£6,280	-	-
2020-08-31	£5,250	£8,456	-	-

## Trustees

Name	Role	Appointed
<b>REBECCA LAMYMAN</b>	Chair	2025-09-30
Hannah Kemsley		2025-01-20
Jessica Woods		2025-04-22
Mary Robbins		2024-03-04

**ELHAM CEP SCHOOL PTA**

England & Wales - Charity number 1170927

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# Accounts

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<b>Trustees' Annual Report for the period</b>						
<b>From</b>	Period start date			<b>To</b>	Period end date	
	01	September	2024		31	August

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

**Postcode**

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Rachelle Basford	Chair		
2 Saira Gendek	Treasurer	Until 31 March 2025	
3 Jessica Woods	Treasurer	From 1 April 2025	
4 Mary Robbins	Secretary		
5 Hannah Kemsley	Secretary		
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Foundation CIO
Trustee selection methods (eg. appointed by, elected by)	Unless prevented from being a trustee under the provisions of 9(2) of the constitution, all parents of children attending Elham Church of England Primary School who request to be a trustee will be appointed.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The object of the CIO is to advance the education of pupils attending Elham Church of England Primary School by providing and assisting in the provision of facilities or equipment which support the school and advance the education of the pupils.

The organisation carries out a range of fundraising activities in order to generate funds to pay for facilities and equipment that support the school and pupils. The vast majority of the fundraising activities have the dual benefit of being fun and beneficial in themselves for pupils and their parents.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

PTA events and activities are reliant on volunteers, most of whom are parents of pupils at the school.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

In the year 1st September 2024 to 31st August 2025, Elham School PTA raised funds by holding the following fundraising events:

Christmas Fair and raffle  
Summer fair (Friday fiesta)  
Ice cream sales  
School uniform sales  
Passive fundraising  
Cake sales  
Sports day refreshments

Our fundraising efforts during 24/25 academic year provided the necessary finances to:

Pay for various learning resources and events to enhance education opportunities for the pupils, for example:

Coaches for various trips including the Panto, KIC theatre for the whole school, Library books, early years playground refurbishment, SEN support.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity maintains low running costs and aims to retain sufficient funds to support planned activities and future expenditure. The charity will ring-fence certain levels of funding for planned activities but does not keep a specific amount in reserve.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) *Jessica Woods*

Full name(s) Jessica Woods

Position (eg Secretary, Chair, etc) Treasurer

Date 18/05/2026



**Receipts and payments accounts**

**CC16a**

<b>For the period from</b>	Period start date 01/09/2024	<b>To</b>	Period end date 31/08/2025
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Cake sales & Uniform Sales	697	-	-	697	377
Christmas Fair	1,638	-	-	1,638	2,020
Colour run	-	-	-	-	-
Disco	-	-	-	-	-
Donations	926	-	-	926	4,647
Gift Aid	-	-	-	-	73
Grants	861	-	-	861	2,550
Party hire kit	-	-	-	-	5
Passive fundraising	595	-	-	595	89
Quiz	-	-	-	-	286
Spare change challenge	-	-	-	-	250
Sponsored bounce	-	-	-	-	1,123
Sports day	178	-	-	178	122
Summer Fair	886	-	-	886	3,819
Uniform sales	-	-	-	-	-
Leavers Party	225	-	-	225	-
<b>Sub total(Gross income for AR)</b>	<b>6,006</b>	<b>-</b>	<b>-</b>	<b>6,006</b>	<b>15,361</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>6,006</b>	<b>-</b>	<b>-</b>	<b>6,006</b>	<b>15,361</b>
<b>A3 Payments</b>					
Fundraising expenses	294	-	-	294	2,134
Committee expenses	182	-	-	182	156
bank charges	13	-	-	13	40
School purchases inc workshops	5,749	-	-	5,749	12,450
	-	-	-	-	-
<b>Sub total</b>	<b>6,237</b>	<b>-</b>	<b>-</b>	<b>6,237</b>	<b>14,780</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>6,237</b>	<b>-</b>	<b>-</b>	<b>6,237</b>	<b>14,780</b>
<b>Net of receipts/(payments)</b>	<b>- 231</b>	<b>-</b>	<b>-</b>	<b>- 231</b>	<b>581</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>231</b>	<b>-</b>	<b>-</b>	<b>231</b>	<b>581</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Balance	5,041	-	-
	Petty Cash	721	-	-
		-	-	-
	<b>Total cash funds</b>	<b>5,762</b>	-	-
(agree balances with receipts and payments account(s))		Agreement Error	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
	<i>2024/25 figures updated to reconcile</i>	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	<i>Jessica Woods</i>	Jessica Woods	18/05/2026

**ELHAM CEP SCHOOL PTA**

England & Wales - Charity number 1170927

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# Accounts

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# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	September	2023		31	August	2024

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Rachelle Basford	Chair		
2 Saira Gendek	Treasurer		
3 Mary Robbins	Secretary	4 March 2024	
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

**Names and addresses of advisers (Optional Information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional Information)**

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**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Foundation CIO
Trustee selection methods (eg. appointed by, elected by)	Unless prevented from being a trustee under the provisions of 9(2) of the constitution, all parents of children attending Elham Church of England Primary School who request to be a trustee will be appointed.

**Additional governance issues (Optional Information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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**Summary of the objects of the charity set out in its governing document**

The object of the CIO is to advance the education of pupils attending Elham Church of England Primary School by providing and assisting in the provision of facilities or equipment which support the school and advance the education of the pupils.

The organisation carries out a range of fundraising activities in order to generate funds to pay for facilities and equipment that support the school and pupils. The vast majority of the fundraising activities have the dual benefit of being fun and beneficial in themselves for pupils and their parents.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional Information)**

PTA events and activities are reliant on volunteers, most of whom are parents of pupils at the school.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

In the year 1st September 2023 to 31st August 2024, Elham School PTA raised funds by holding the following fundraising events:

Christmas Fair and raffle  
Spare change challenge  
Quiz night  
Sponsored Bounce  
Summer fair  
Ice cream sales  
School uniform sales  
Passive fundraising  
Cake sales  
Sports day refreshments

Our fundraising efforts during 23/24 academic year provided the necessary finances to:

Pay for various learning resources and events to enhance education opportunities for the pupils, for example:

Coaches for various trips including the Panto, KIC theatre for the whole school, Library books, early years refurbishment, SEN room refurbishment, reluctant readers books,

**Brief statement of the charity's policy on reserves**

Since the charity does not have any running costs, it does not feel the need for a policy on reserves. The charity will ring-fence certain levels of funding for planned activities but does not keep a specific amount in reserve.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundrasing);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F**

**Other optional information**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

*S Gendek* | *R Basford*

Full name(s)

Saira Gendek | Rachelle Basford

Position (eg Secretary, Chair, etc)

Treasurer | Chair

Date

27/3/25



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name \_\_\_\_\_ No (if any) \_\_\_\_\_

**Receipts and payments accounts**

CC16a

For the period from \_\_\_\_\_ Period start date 1-Sep-23 To \_\_\_\_\_ Period end (date) 31-Aug-24

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
	-	-	-	-	-
Cake sales	262	-	-	262	121
Christmas Fair	2,020	-	-	2,020	1,620
Colour run	-	-	-	-	1,628
Disco	-	-	-	-	722
Donations	4,647	-	-	4,647	1,142
Gift Aid	73	-	-	73	243
Grants	2,550	-	-	2,550	628
Party hire kit	5	-	-	5	-
Passive fundraising	89	-	-	89	354
Quiz	288	-	-	288	275
Spare change challenge	250	-	-	250	215
Sponsored bounce	1,123	-	-	1,123	-
Sports day	122	-	-	122	139
Summer Fair	3,819	-	-	3,819	3,755
Uniform sales	115	-	-	115	473
	-	-	-	-	-
<b>Sub total (Gross income for AF)</b>	<b>15,361</b>	<b>-</b>	<b>-</b>	<b>15,361</b>	<b>11,315</b>
<b>A2 Asset and Investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>15,361</b>	<b>-</b>	<b>-</b>	<b>15,361</b>	<b>11,315</b>
<b>A3 Payments</b>					
Fundraising expenses	2,134	-	-	2,134	2,730
Committee expenses	156	-	-	156	1,200
bank charges	40	-	-	40	28
School purchases Inc workshops	12,450	-	-	12,450	7,972
	-	-	-	-	-
<b>Sub total</b>	<b>14,780</b>	<b>-</b>	<b>-</b>	<b>14,780</b>	<b>11,930</b>
<b>A4 Asset and Investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>14,780</b>	<b>-</b>	<b>-</b>	<b>14,780</b>	<b>11,930</b>
<b>Net of receipts/(payments)</b>	<b>581</b>	<b>-</b>	<b>-</b>	<b>581</b>	<b>615</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>581</b>	<b>-</b>	<b>-</b>	<b>581</b>	<b>615</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Balance	7,098	-	-
	Petty Cash	473	-	116
		-	-	-
	<b>Total cash funds</b>	<b>7,569</b>	<b>-</b>	<b>116</b>
(agree balances with receipts and payments account(s))		Agreement Error	OK	Agreement Error

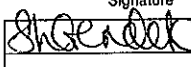
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		-	-	-
		-	-	-
		-	-	-
		-	-	-

Signed by one or two trustees on behalf of all the trustees

Signature 	Print Name Salra Gendek	Date of approval 27/2/25
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**ELHAM CEP SCHOOL PTA**

England & Wales - Charity number 1170927

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	<b>Period start date</b>			<b>To</b>	<b>Period end date</b>		
	01	Septembe	2022		31	August	2023

## Section A Reference and administration details

**Charity name** Elham CEP School PTA

**Other names charity is known by**

**Registered charity number (if any)** 1170927

**Charity's principal address** Elham CEP Primary School, Vicarage Lane, Elham,  
Canterbury, Kent

**Postcode** CT4 6TT

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Sarah Harrison	Chair		
2 Saira Gendek	Treasurer		
3 Rachelle Basford	Secretary		
4			
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Foundation CIO
Trustee selection methods (eg. appointed by, elected by)	Unless prevented from being a trustee under the provisions of 9(2) of the constitution, all parents of children attending Elham Church of England Primary School who request to be a trustee will be appointed.

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the CIO is to advance the education of pupils attending Elham Church of England Primary School by providing and assisting in the provision of facilities or equipment which support the school and advance the education of the pupils.
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The organisation carries out a range of fundraising activities in order to generate funds to pay for facilities and equipment that support the school and pupils. The vast majority of the fundraising activities have the dual benefit of being fun and beneficial in themselves for pupils and their parents.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

PTA events and activities are reliant on volunteers, most of whom are parents of pupils at the school.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

In the year 1st September 2022 to 31st August 2023, Elham School PTA raised funds by holding the following fundraising events:

Second hand coat sale  
Christmas Fair and raffle  
Spare change challenge  
Quiz night  
Colour run  
School disco  
Summer fair  
Ice cream sales  
School uniform sales  
Passive fundraising  
Cake sales  
Sports day refreshments

Our fundraising efforts during 22/23 academic year provided the necessary finances to:

Pay for various learning resources and events to enhance education opportunities for the pupils, for example:

Book week authors, Coaches for various trips including the Panto, KIC theatre for the whole school, Coronation bookmarks, Library books, refurbishing the playground, road safety signs.

**Section E****Financial review****Brief statement of the charity's policy on reserves**

Since the charity does not have any running costs, it does not feel the need for a policy on reserves. The charity will ring-fence certain levels of funding for planned activities but does not keep a specific amount in reserve.

**Details of any funds materially in deficit****Further financial review details (Optional information)**


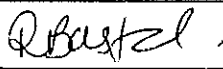
You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F****Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Saira Gendek	Rachelle Basford
Position (eg Secretary, Chair, etc)	Treasurer	Secretary
Date	24/5/2024	

**ELHAM CEP SCHOOL PTA**

England & Wales - Charity number 1170927

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# Accounts

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# Trustees' Annual Report for the period

	Period start date			Period end date		
	1st	September	2021	31st	August	2022
<b>From</b>				<b>To</b>		

## Section A Reference and administration details

**Charity name** Elham CEP School PTA

**Other names charity is known by** Elham PTA

**Registered charity number (if any)** 1170927

**Charity's principal address**

Elham CEP School
Vicarage Lane
Elham
<b>Canterbury</b> <b>CT4 6TT</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sarah Harrison	Chair	appointed 21/09/2021	
2	Michael Collingwood			
3	Margaret Collingwood			
4	Jana Bartlett	Treasurer/Trustee		
5	Michelle Marsh	Trustee		
6	Kate Miller			
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Foundation CIO
Trustee selection methods (eg. appointed by, elected by)	Unless prevented from being a trustee under the provisions of 9(2) of the constitution, all parents of children attending Elham Church of England Primary School who request to be a trustee will be appointed.

**Additional governance issues (Optional information)**

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You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## **Section C**

## **Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the CIO is to advance the education of pupils attending Elham Church of England Primary School by providing and assisting in the provision of facilities or equipment which support the school and advance the education of the pupils.

The organisation carries out a range of fundraising activities in order to generate funds to pay for facilities and equipment that support the school and pupils. The vast majority of the fundraising activities have the dual benefit of being fun and beneficial in themselves for pupils and their parents.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

PTA events and activities are reliant on volunteers, most of whom are parents of pupils at the school.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

In the year 1st September 2021 to 31st August 2022, Elham School PTA raised funds by holding the following fundraising events:

Pyjama Day  
Christmas Fayre  
Xmas Raffle and Lego Raffle  
2022 Challenge  
Mothers Day breakfast in bed  
Quiz night  
Sponsored bounce  
School Disco  
Summer Fayre  
Father's Day Doughnuts  
Ice Cream Sale  
School Uniform Sale  
Donations including Amazon Smile and Elham Bears

Our fundraising efforts during 21/22 academic year provided the necessary finances to:

Pay for various learning resources and events to enhance education opportunities for the pupils, for example:  
Royal Shakespeare Company workshops, Book Week Storytelling, coaches to take children to Panto, KIC Theatre visiting the children, visiting magician, dressing up Clothes for KS1.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The charity is in a healthy financial position and has sufficient reserves to manage its cashflow.

**Details of any funds materially in deficit**

N/A

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

*Jana Bartlett*

Full name(s)

Jana Bartlett

Sarah Harrison

Position (eg Secretary, Chair, etc)

Treasurer

Chairperson

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**Date**

07/06/2023



## Receipts and payments accounts

<b>For the period from</b>	01/09/2021	<b>To</b>	31/08/2022
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Christmas Fayre	1,795	-	-	1,795	928
Pyjama Day	179			179	
2022 Challenge	584			584	
Mothers day	212			212	
Disco	763	-	-	763	-
Sponsored Bounce	1,541			1,541	
Fathers day	158			158	
Summer fayre	2,805			2,805	
Quiz	190	-	-	190	-
Donations	1,679	-	-	1,679	49
Second-hand Uniforms	127	-	-	127	-
Other fundraising	177	-	-	177	-
Other	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>10,210</b>	<b>-</b>	<b>-</b>	<b>10,210</b>	<b>977</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total receipts</b>	<b>10,210</b>	<b>-</b>	<b>-</b>	<b>10,210</b>	<b>977</b>
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**A3 Payments**

School purchases	450	-	-	450	2,000
Learning and classroom resources		-	-	-	3,000
School equipment	99	-	-	99	-
RSC workshops		-	-	-	-
Year 6 leavers' hoodies	200	-	-	200	-
Fundraising expenses	3,057	-	-	3,057	52
School events	2,720	-	-	2,720	1,117
Licenses	116	-	-	116	111
	-	-	-	-	-
<b>Sub total</b>	<b>6,642</b>	<b>-</b>	<b>-</b>	<b>6,642</b>	<b>6,280</b>

**A4 Asset and investment purchases, (see table)**

	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total payments</b>	<b>6,642</b>	<b>-</b>	<b>-</b>	<b>6,642</b>	<b>6,280</b>
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<b>Net of receipts/(payments)</b>	<b>3,568</b>	<b>-</b>	<b>-</b>	<b>3,568</b>	<b>- 5,303</b>
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<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>A6 Cash funds last year end</b>	<b>4,029</b>	<b>-</b>	<b>-</b>	<b>4,029</b>	<b>9,332</b>
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<b>Cash funds this year end</b>	<b>7,597</b>	<b>-</b>	<b>-</b>	<b>7,597</b>	<b>4,029</b>
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# Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank balance	7,163	-	-
	Petty cash	434	-	-
		-	-	-
	<b>Total cash funds</b>	<b>7,597</b>	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	<b>Details</b>	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-

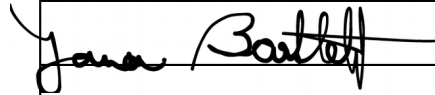
**B4 Assets retained for the charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Jana Bartlett	01/10/2022

**ELHAM CEP SCHOOL PTA**

England & Wales - Charity number 1170927

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# Accounts

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# Trustees' Annual Report for the period

	Period start date			Period end date		
	1st	September	2020	31st	August	: 2021
<b>From</b>				<b>To</b>		

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address	Elham CEP School	
	Vicarage Lane	
	Elham	
	Canterbury	CT4 6TT

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Michael Collingwood	Chairperson		
2	Michelle Marsh	Secretary		
3	Jana Bartlett	Treasurer	From 30/09/2019	
4	Kate Miller			
5	Margaret Collingwood			
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7				
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Foundation CIO
Trustee selection methods (eg. appointed by, elected by)	Unless prevented from being a trustee under the provisions of 9(2) of the constitution, all parents of children attending Elham Church of England Primary School who request to be a trustee will be appointed.

**Additional governance issues (Optional information)**

---

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The object of the CIO is to advance the education of pupils attending Elham Church of England Primary School by providing and assisting in the provision of facilities or equipment which support the school and advance the education of the pupils.

The organisation carries out a range of fundraising activities in order to generate funds to pay for facilities and equipment that support the school and pupils. The vast majority of the fundraising activities have the dual benefit of being fun and beneficial in themselves for pupils and their parents.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

PTA events and activities are reliant on volunteers, most of whom are parents of pupils at the school.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

Despite the adverse conditions of a global pandemic and multiple lockdowns, in the year 1st of September 2020 to 31st August 2021 Elham School PTA raised funds by holding a Summer Fayre and receiving donations from parents.

Our fundraising efforts during 20/21 academic year provided the necessary finances to:

- Pay for school computers
  - Pay for KIC Theatre
  - Pay for Author Visit
- and other necessary school purchases

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity is still in a healthy financial position, even though the charity has expended more funds than it raised due to COVID-19 pandemic, which has prevented the charity from organising more fundraising events.

### Details of any funds materially in deficit

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Jana Bartlett      Michael Collingwood

Position (eg Secretary, Chair, etc)

Treasurer      Chairperson

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**Date**

21/09/2021



Elham CEP Shool PTA	1170927
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## Receipts and payments accounts

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For the period from	01/09/2020	To	31/08/2021
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Christmas Fayre	928	-	-	928	1,966
Disco	-	-	-	-	777
Quiz	-	-	-	-	286
Donations	49	-	-	49	2,031
Second-hand Uniforms	-	-	-	-	189
Other fundraising	-	-	-	-	-
Other	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	<b>977</b>	<b>-</b>	<b>-</b>	<b>977</b>	<b>5,250</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>977</b>	<b>-</b>	<b>-</b>	<b>977</b>	<b>5,250</b>
<b>A3 Payments</b>					
School purchases	2,000	-	-	2,000	3,450
Learning and classroom resources	3,000	-	-	3,000	750
School equipment	-	-	-	-	2,165

RSC workshops		-	-	-	600
Year 6 leavers' hoodies		-	-	-	190
Fundraising expenses	52	-	-	52	747
School events	1,117	-	-	1,117	375
Licenses	111	-	-	111	179
	-	-	-	-	-
<b>Sub total</b>	<b>6,280</b>	<b>-</b>	<b>-</b>	<b>6,280</b>	<b>8,456</b>

<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

<b>Total payments</b>	<b>6,280</b>	<b>-</b>	<b>-</b>	<b>6,280</b>	<b>8,456</b>
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<b>Net of receipts/(payments)</b>	<b>- 5,303</b>	<b>-</b>	<b>-</b>	<b>- 5,303</b>	<b>- 3,206</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>9,332</b>	<b>-</b>	<b>-</b>	<b>9,332</b>	<b>9,517</b>
<b>Cash funds this year end</b>	<b>4,029</b>	<b>-</b>	<b>-</b>	<b>4,029</b>	<b>6,311</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank balance	9,318	-	-
	Petty cash	14	-	-
		-	-	-
	<b>Total cash funds</b>	<b>9,332</b>	-	-
	(agree balances with receipts and payments account (s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-

**B4 Assets retained for the charity's own use**

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

**B5 Liabilities**

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Jana Bartlett	21/09/2021