



Trustees' Annual Report for the period

	Period start date			Period end date		
	1st	September	2020	31st	August	: 2021
From				To		

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

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			
6				
7				
8				
9				
10				
11				
12				
13				
14				

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17
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19
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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

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

Date

21/09/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Elham CEP Shool PTA

1170927

Receipts and payments accounts

CC16a

For the period
from

01/09/2020

To

31/08/2021

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Christmas Fayre	928	-	-	928	1,966
Disco	-	-	-	-	777
Quiz	-	-	-	-	286
Donations	49	-	-	49	2,031
Second-hand Uniforms	-	-	-	-	189
Other fundraising	-	-	-	-	-
Other	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	977	-	-	977	5,250
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	977	-	-	977	5,250
A3 Payments					
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
	-	-	-	-	-
Sub total	6,280	-	-	6,280	8,456

A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	

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

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

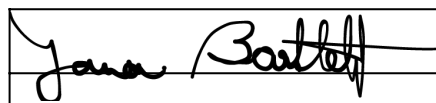
B4 Assets retained for the charity's own use

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