



Trustees' Annual Report for the period						
	Period start date			T o	Period end date	
	Day 1	Month Sept	Year 2022		Day 31	Month Aug
From						

## Section A Reference and administration details

**Charity name** Trevelyan Middle School Parent, Teacher and Friends Association

**Other names charity is known by** Trevelyan Middle School PTFA or PTA

**Registered charity number (if any)** 1184781

**Charity's principal address**

Wood Close	
Windsor	
<b>Postcode</b>	SL4 3LL

### 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	Paul Andreianu	Chair		PTFA members
2	Panagiotis Kavvadias	Vice Chair		PTFA members
3		Secretary		PTFA members
4	Eszter Kraus	Communications		PTFA members
5	Craig Truter	Treasurer		PTFA members
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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)	Institution
Trustee selection methods (eg. appointed by, elected by)	Volunteer and voted in by members during AGM

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 objective of the Association is to advance the education, development and learning of the students in school. In support of this objective the association may:

- a. Develop more extended relationships between staff, parents, carers, volunteers and others associated with the school
- b. Engage in activities which support the school and advance the education, development and learning of the students attending it
- c. Provide and assist in the provision of such facilities or items for education at the school (not provided for from statutory funds)

### 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)

The main activities undertaken by the PTA are fundraising events, including but not limited to:

- Spring Fair
- Movie night
- Swimathon
- Fireworks event
- Christmas event
- Summer event

We also raise money through online fundraising sites such as Amazon Smile and Easy fundraising and through grant applications with local businesses.

The money raised from these events supports the school in various ways, including but not limited to:

- Yr 8 prom
- Yr 5 Camp out
- County lines education
- Food tech facilities
- Paying for school licence/subscription fees for educational sites/apps

In undertaking these events, the trustees have read and follow the guidance issued by the Charity Commission on public benefit.

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

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

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

## Section D

### Achievements and performance

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

The PTA managed to raise a reasonable level of funds to support the school from the following events and other sources (before expenses):

Spring Fair	997.76
Fireworks	7,488.14
Swimathon	1,383.00
Christmas	257.48
Other	389.96
Movie Night	1,689.53
Benevity	2,536.06
Summer events	184.86
<b>Grand Total</b>	<b>14,926.79</b>

We spent or committed the following in funding to the school:

Events	4,455.00
Other	589.26
Funding	2,002.08
(subtotal)	7,046.34

2023-2024

(deposit for 2023-4)	1,263.83
<b>Grant total</b>	<b>8,310.17</b>

## Section E

### Financial review

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

The charity has no official reserve policy. However, we generally maintain a balance of circa £10000 in the charity bank account at the year end. We no longer contribute towards the school mini bus.

#### 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)

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Full name(s)

Paul Andreianu	Craig Truter
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Position (eg Secretary,  
Chair, etc)

Chairman

Treasurer

Date

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