

Sandal Primary School Parent Partnership Group

Annual Report and Financial Statements

for the Year Ended 31 August 2022

Sandal Primary School Parent Partnership Group

Reference and Administrative Details

Principal office and registered office Sandal Primary School
West Lane
Baildon
Shipley
BD17 5DH

Charity registration number 1186374

Trustees Jemma Twine
Emma Walch
Gillian Gordon

Bankers Santander
2 Market Square
Shipley
Bradford
West Yorkshire
BD18 3QB

Sandal Primary School Parent Partnership Group

Trustees' Annual Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 August 2022.

Structure and Governance

We have a written constitution which sets out the aims and rules of our charity. Committee Members/Trustees are elected at the AGM and hold office until the next AGM.

Nominations for election to the Committee can be made by any member of the association and seconded by another. Such nominations must have the consent of the nominee. Nominations should be made in writing to the Chair at any time until the election process has been completed. If no nominations, or an insufficient number, are received before the AGM, any members present may nominate a person, with their consent, and that person may be appointed by a majority vote of those present.

In reference to constitutional provision, Committee Members/Trustees have the power to co-opt Committee Members/Trustees at any time, and co-opted Committee Members/Trustees shall serve until the date of the next AGM.

Objectives, activities, and performance

The main purpose of the charity is to organise fundraising events throughout the school year to raise additional funds to support the school, enhance pupils learning and overall school experience. The funds we raise enable the school to provide additional resources, including books for the library, outdoor learning provision and sports equipment, as well as subsidising trips and events. We work in partnership with Sandal Primary School and develop effective relationships between staff, parents and members of the wider community.

Fundraising Events for 2021/22

Bun Sales
Pumpkin Trail
Bonfire Disco
Santa's Grotto
Christmas Stall
Christmas Raffle
Half Term Disco
Quiz Evening
Trig Point Challenge
The Great Baildon Beer Festival
Summer Fayre

Our main activities this year have generally been focused on the children of school and include school discos, food sales and the following seasonal activities, Pumpkin Trail, Santa's Grotto, Christmas Stall and a Summer Fayre.

For the first time this year, we also ran, The Great Baildon Beer Festival and the Trig Point Challenge trail race. These events were aimed at engaging parents and the wider community and were a fantastic success. The festival was our biggest fundraiser to date, with a profit of £5,601. Followed by both the bonfire disco and valentines disco which earned us a total profit of £2,835. The third largest fundraiser was our summer fayre which raised £2,447.

The pumpkin Trail, Raffle and Quiz were our next biggest earners, followed by our Christmas stall. Our buns sales were also successful and consistently raised over £100 every time they were held, with the funds going directly back to each year group. Finally, our inaugural trail race, although not our best fundraiser, was very successful in terms of engaging with local running groups as well as developing a brand-new style of event which complimented the school's policy on health and active lifestyles.

The trustees have regard for CC / CCNIs guidance on public benefit.

Through working in partnership with external agencies we were also able to raise funds through:

- Xmas 4 Schools;
- Easy Fundraising (Amazon Cash Back); and
- Charity Giving.

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Trustees' Annual Report

We were also successful in gaining grants from:

- Co-op; and
- Bradford City Council Covid Recovery Grant.

The fundraising events this year have been a fantastic success and the children have enjoyed taking part in all of them, particularly the Santa's grotto experience. With the covid restrictions easing this year, we as trustees, really feel that we have been able to come together and start to form a great basis for charity to move forward into the next year. We have also really enjoyed being able to develop and deliver some new events aimed at both parents and the wider community. We feel that the school and charity have really benefited from this wider engagement, as it has enabled us to further develop our links with both people, groups and businesses, within the local area. Furthermore, we believe that through our events and activities, we have also been able to help re-engage parents with the school, a relationship which has been impacted by covid, and have started to bring our community back together again.

Financial review

The Trustees' report that income was sufficient to cover charitable payments and expenses in the year to 31 August 2022 and the Trust had a surplus of £13,787 as shown on page 6 (2021 - £5,178).

Reserve policy

The Trustees have reviewed the Charity needs for the reserves in line with the guidance issued by the Charity Commission. During the previous year ended 31 August 2021, we were awarded a grant of £5,927 from West Yorkshire PCC. This is a conditional grant which our charity will hold as restricted funds, whilst planning permission is being sought for the track. The charity's unrestricted funds were held until the start of the new school year (September 2022) and were then used to support the initial expenditure of fundraising events and activities.

The charity has ended the year in a strong financial position with total charity funds at 31 August 2022 of £27,854 (2021 - £14,067). This includes monies brought forward from the previous year, funds raised from events and restricted funds from the cycle track grant.

Gillian Gordon
Gillian Gordon (Jun 28, 2023 12:46 GMT+1)
.....
Gillian Gordon
Co-chair

Date: Jun 28, 2023

Independent Examiner's Report to the Trustees of Sandal Primary School Parent Partnership Group

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2022 which are set out on pages 5 to 7.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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: 
Lesley Kendrew BSc FCA
BHP LLP
New Chartford House
Centurion Way
Cleckheaton
BD19 3QB

Relevant Professional Body: ICAEW

Date: Jun 28, 2023

Sandal Primary School Parent Partnership Group

Statement of Assets and Liabilities for the Year Ended 31 August 2022

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Total 2021 £ |
|-----------------------------|------|----------------------------|--------------------------|--------------------|--------------------|
| Current assets | | | | | |
| Santander | | 19,542 | 6,588 | 26,130 | 14,067 |
| Debtors | | 510 | - | 510 | - |
| Stock | | 1,214 | - | 1,214 | - |
| Total current assets | | 21,266 | 6,588 | 27,854 | 14,067 |
| Net assets | | 21,266 | 6,588 | 27,854 | 14,067 |
| Funds of the charity | | | | | |
| Restricted funds | | - | 6,588 | 6,588 | 5,927 |
| Unrestricted funds | | 21,266 | - | 21,266 | 8,140 |
| Total funds carried forward | 6 | 21,266 | 6,588 | 27,854 | 14,067 |

Jun 28, 2023

The financial statements were approved by the board and authorised for issue on and signed on their behalf by:

Gillian Gordon
Gillian Gordon (Jun 28, 2023 12:46 GMT+1)

.....
Gillian Gordon
Co-chair

Jemma Twine
Jemma Twine (Jun 28, 2023 17:11 GMT+1)

.....
Jemma Twine
Co-chair

Sandal Primary School Parent Partnership Group

Receipts and Payments Account for the Year Ended 31 August 2022

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2022 £ | Total 2021 £ |
|---------------------------------------|------|----------------------------|--------------------------|--------------------|--------------------|
| Receipts | | | | | |
| Voluntary income: | | | | | |
| Commission income | | 452 | - | 452 | 612 |
| Fundraising events | | 36,824 | 661 | 37,485 | 2,108 |
| Donations | | 320 | - | 320 | 1,065 |
| Grants | | 2,695 | - | 2,695 | 5,927 |
| Total receipts | | 40,291 | 661 | 40,952 | 9,712 |
| Payments | | | | | |
| Cost of fundraising and social events | | (21,604) | - | (21,604) | (688) |
| Grants paid | 4 | (4,386) | - | (4,386) | (3,634) |
| Administration costs | | (1,175) | - | (1,175) | (212) |
| Total payments | | (27,165) | - | (27,165) | (4,534) |
| Surplus for the financial year | | 13,126 | 661 | 13,787 | 5,178 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 8,140 | 5,927 | 14,067 | 8,889 |
| Total funds carried forward | | 21,266 | 6,588 | 27,854 | 14,067 |

The funds breakdown for 2022 is shown in note 6.

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Notes to the Financial Statements for the Year Ended 31 August 2022

1. Trustees remuneration and expenses

No trustees have received any remuneration or reimbursed expenses from the charity during the year or previous year.

2. Key management personnel

The Charity considers its key management personnel comprise the trustees.

The total key management personal remuneration benefits were £Nil (2021 - £Nil).

3. Transactions with trustees and other related parties

There are no transactions with trustees or other related parties during the year or previous year.

4. Grants paid

There was one grant paid during the year to Sandal Primary School to support the school and the activities they carry out.

5. Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 6.

6. Funds

| | Balance at 1 September 2021 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 August 2022 £ |
|-------------------------|-------------------------------------|----------------------------|----------------------------|----------------|-----------------------------------|
| Unrestricted | | | | | |
| General | 8,140 | 40,291 | (27,165) | - | 21,266 |
| Restricted funds | | | | | |
| West Yorkshire PCC | 5,927 | - | - | - | 5,927 |
| Nursery and Reception | - | 132 | - | - | 132 |
| Years 1 and 2 | - | 228 | - | - | 228 |
| Years 3 and 4 | - | 145 | - | - | 145 |
| Years 5 and 6 | - | 156 | - | - | 156 |
| Restricted | 5,927 | 661 | - | - | 6,588 |
| Total funds | 14,067 | 40,952 | (27,165) | - | 27,854 |