

The Friends of Portfield School

Registered Charity No. 1191379

Trustees Annual Report for Period 21.09.2021 to 30.09.2022

The Friends of Portfield School was registered as Charitable Incorporated Organisation 1191379 on 21st September 2020 and commenced operating on 5th December 2020 after the transfer of assets from registered charity number 1051584.

One new trustee joined the Friends in September 2022 making a total of 9 trustees.

Owing to the ongoing Covid 19 situation, public fundraising activities were not possible in this period although the Charity's shop (Trysorau) remained open to the public.

Charitable activities during the period were as follows:

- Donation to the school for "Leavers Hoodies £333;
- Donation to the school for "Messy Play Stuff" £200;
- Donation to the school for Christmas Selection Boxes £50;
- Donation to the school towards the costs of the School Prom £1600.

Owing to the Covid 19 situation, all expenditure was approved by online voting instead of at face-to face meetings

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. ****0572

Summary

Description	Receipts	Payments
<u>Receipts</u>		
Till Takings	19,569.00	
Ragbags	477.35	
Donations	244.90	
<u>Payments</u>		
Rent	0.00	6500.00
Broadband	0.00	352.68
Electricity	0.00	755.07
Accounting	0	0.00
Purchases		
i) Consumables	0	214.71
ii) Shop Fittings	0	853.61
	0	
Charitable Activities	0	1600.00
Insurance	0	442.35
Petty Cash	0	530.00
	20,291.25	11248.42

Reconcilliation	
statement 04/10/21	59309.85
starting balance	59309.85
add receipts	20,291.25
subtotal	79601.10
ddt payments	11248.42
current balance	68352.68
statement 03/10/22	68352.68
delta	0.00

**Friends of Portfield School -
Charity No. 1191379
Receipts & Payments Accounts for Year Ending 30/09/22
Trysorau - Bank Account No. ****0572**

Till Takings		
Date		Amount
Oct-21	see summary sheet	1565.36
Nov-21	see summary sheet	2242.34
Dec-21	see summary sheet	1479.28
Jan-22	see summary sheet	1887.88
Feb-22	see summary sheet	1309.60
Mar-22	see summary sheet	2270.47
Apr-22	see summary sheet	1111.32
May-22	see summary sheet	2554.35
Jun-22	see summary sheet	2249.30
Jul-22	see summary sheet	844.40
Aug-22	see summary sheet	0.00
Sep-22	see summary sheet	2054.70
Total £		19569.00

**Friends of Portfield School -
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Receipts & Payments Accounts for Year Ending 30/09/22**

Trysorau - Bank Account No. ****0572

Income from Rag Bags		
	Pay in slip 500949 1/11/21	53.52
	Pay in slip 500958 17/11/21	48.10
	Pay in slip 500962 07/01/22	46.00
	Pay in slip 500976 27/01/22	39.55
	Pay in slip 500992 17/02/22	35.80
	Pay in slip 501011 31/03/22	56.60
	Pay in slip 501022 29/04/22	25.25
	Pay in slip 501032 13/05/22	43.45
	Pay in slip 501033 16/06/22	85.98
	Pay in slip 501165 20/09/22	43.10
Total £		477.35

**Friends of Portfield School -
Charity No. 1191379
Receipts & Payments Accounts for Year Ending 30/09/22
Trysorau - Bank Account No. ****0572**

Donations

Donation from Mr P Emmet for new Till	206.98
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On 4th March the bank statement shows a DEPOSIT POINT of £37.92. Neither the ladies at the shop, nor me, nor Colin Booker knows what this deposit is. No-one else has any connection with this bank account. With no knowledge of where this money came from, I will record it as a donation.

37.92

Total Donations	244.9
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Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. ***0572**

Pembrokeshire County Council - Rent

Date	Amount
05/10/2021	500.00
20/10/2021	500.00
22/11/2021	500.00
20/12/2021	500.00
20/01/2022	500.00
21/02/2022	500.00
21/03/2022	500.00
20/04/2022	500.00
01/05/2022	500.00
01/06/2022	500.00
01/07/2022	500.00
01/08/2022	500.00
01/09/2022	500.00
Total	6500.00

Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. ****0572

Purchases

i) Consumables

Description	Amount
Marker pens - Amazon	2.95
Tags - Amazon	21.4
Tag gun barbs - Amazon	12.48
Tags - Amazon	27.88
Parking Permit chq 000304	150.00
Total	214.71

ii) Shop Fittings

Description	Amount
New Till - Direct Shopfittings	206.94
Tag Gun - Amazon	8.99
Steamer - Argos	181.95
laundry bags - Amazon	28.96
marker cubes - Amazon	8.15
clothes marker - Amazon	2.48
Hangers- Amazon	38.95
Till Printer Rolls Amazon	14.99
Hangers- Amazon	21.99
Tags - Amazon	13.32
Cube Wire Storage - Amazon	69.66
Steamer broken returned to Argos Credit	-178.00
September Purchase from Amazon (see separate summary sheet)	435.23
Total	853.61

Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. ****0572

Purchases September 2022 (All Amazon)

Storage buckets	28.95
Hook and loop dots	7.89
velvet coat hangers	16.41
Wooden coat hangers	16.99
Price gun	14.37
Steam cleaner	109.42
Steam cleaner	109.41
Kraft Paper	16.81
Plastic coat hangers	14.41
Clothes rail	40.1
Clothes rail	40.11
velvet coat hangers	32.81
Clothes rail	40.1
Children's coat hangers	8.99
Tag gun	9.99
Wooden trouser hangers	37.89
	<hr/>
	544.65
Less Refund for faulty steam cleaner	<hr/>
	-109.42
Total September Purchases	<hr/>
	435.23

Friends Of Portfield

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Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. **0572**

Charitable Activities

Date	Amount
Donation to School Prom chq 000305	2,000.00
Credit due to less students attending Prom - pay in slip 500401	-400.00
Total	1600.00

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. **0572**

Broadband/Landline EE

Date	Amount
Oct-21	28.09
Nov-21	28.09
Dec-21	28.09
Jan-22	28.09
Feb-22	28.09
Mar-22	28.09
Apr-22	30.69
May-22	30.69
Jun-22	30.69
Jul-22	30.69
Aug-22	30.69
Sep-22	30.69
Total	352.68

Friends Of Portfield

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Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. **0572**

Electricity

Date	Amount	
Oct-21	27.79	British Gas
Nov-21	17.68	
Dec-21	54.86	
Jan-22	49.62	
Feb-22	48.00	EDF Direct debit - see statement
Mar-22	48.00	Ditto
Apr-22	214.12	See EDF email 6th April
May-22	59.00	Direct Debit
Jun-22	59.00	Direct Debit
Jul-22	59.00	Direct Debit
Aug-22	59.00	Direct Debit
Sep-22	59.00	Direct Debit
Total	755.07	

Friends Of Portfield

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Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. **0572**

Preparing Accounts

Date	Amount
Bevan and Buckland invoice	0.00
Total	0.00

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. **0572**

Insurance

Date	Amount
Access insurance	442.35
Total	442.35

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30/09/22

Trysorau Shop Bank Account No. **0572**

Petty Cash Withdrawals/Issued to shop

Date of Withdrawal	Amount
12/10/2021	30.00
15/11/2021	90.00
26/11/2021	80.00
31/01/2022	60.00
01/03/2022	30.00
15/03/2022	50.00
01/04/2022	30.00
10/05/2022	30.00
08/06/2022	70.00
23/09/2022	60.00
Total	530.00

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30.09.2022

Main Fund Raising Account No. ****0518

Summary

	Unrestricted	Restricted	Total
Balance 30/09/21	64,534.86	0.00	64,534.86
Receipts to 30.09.22	382.80	0.00	382.80
	64,917.66	0.00	64,917.66
less payments to 30.09.22	603.00	0.00	603.00
Balance 30/09/22	64,314.66	0.00	64,314.66

Reconcillation	Statement 20 Sept 2022	64,314.66
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Delta

0.00

account prepared by R Barker

Date

Approved by C Booker

Date

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30.09.2022

Main Fund Raising Account No. ****0518

Summary of Receipts

Description	Receipts		
	Unrestricted	Restricted	Total
Fundraising Activities			
Donations Charities Trust	382.80	0.00	382.80
Giving Machine?Amazon Smile	0.00	0.00	0.00
Donations	0.00	0.00	0.00
Total Receipts	382.80	0.00	382.80

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30.09.2022

Fundraising Activities

Main Fund Raising Account No. **0518**

The following amounts are simple counts of takings - no paperwork except paying in slips

Xmas Fair	Unrestricted	Restricted	Total
		0.00	0.00
Total Xmas Fair	0.00	0.00	0.00

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30.09.2022

Main Fund Raising Account No. **0518**

Donations

Donations	Received Unrestricted	Received Restricted	Total
Charities Trust 17/08/22 - see bank statement	184.80	0.00	184.80
Charities Trust 17/06/22 - see bank statement	10.80	0.00	10.80
Charities Trust 19/05/22 - see bank statement	110.40	0.00	110.40
Charities Trust 20/09/22 - see bank statement	76.80	0.00	76.80
Total donations	382.80	0.00	382.80

Receipts & Payments Accounts for Year Ending 30.09.2022

Main Fund Raising Account No. ****0518

Summary of Payments

Description	Payments		
	Unrestricted	Restricted	Total
Charitable Activities as attached summary	583.00	0.00	583.00
Total Charitable Activities	583.00	0.00	583.00
Fundraising Activities as attached summary	20.00	0.00	20.00
Total Fundraising Activities	20.00		20.00
Total Payments	603.00	0.00	603.00

Friends Of Portfield

Charity No. 1191379

Receipts & Payments Accounts for Year Ending 30.09.2022

Main Fund Raising Account No. **0518**

Charitable Activities

Description	Payments		
	Unrestricted	Restricted	Total
Charitable Activities			
Leavers' Hoodies chq 000367	333.00		
Messy Play stuff Pennar chq 000368	200.00		
Christmas presents	50.00		
Total Charitable Activities	583.00	0.00	583.00

Friends Of Portfield

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Receipts & Payments Accounts for Year Ending 30.09.2022

Main Fund Raising Account No. ****0518

Payments Fundraising Activities

Description	Payments		
	Unrestricted	Restricted	Total
Lottery Licence - paid by debit card	20.00	0.00	20.00
Total Raffle	20.00	0.00	20.00

Total Fundraising Activities	20.00	0.00	20.00
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