

SUTTON-ON-TRENT PRIMARY AND NURSERY SCHOOL PTA - Charity Register Number 1198426

ANNUAL REPORT AND ACCOUNTS - For the year ended 31st August 2023

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GENERAL INFORMATION:

NAME(S) OF CHARITY:

Sutton-on-Trent Primary and Nursery School PTA
Sutton-on-Trent PTA

CHARITY REGISTERED NUMBER

1198426

REGISTERED ADDRESS

Sutton-on-Trent Primary and Nursery School,
Church Street,
Sutton-on-Trent,
Newark.
Notts.
NG23 6PD

TRUSTEES

Chair - A. Smith
Secretary - K. Seaston
Treasurer - R. Henderson

BANKERS

The Co-operative Bank
Barclays Plc

INDEPENDENT EXAMINER

J. Plant

The trustees present their report for the year ended 31st August 2023.

OBJECTIVES OF THE CHARITY:

The object of the association (the objects) is to advance the education of pupils in the school in particular by:

Developing effective relationships between the staff, parents and others associated with the school

Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

PUBLIC BENEFIT STATEMENT:

The Trustees have complied with the duty in section 4 of the 2006 Charities Act to have due regard to guidance on public benefit published by the Commission.

CHAIR'S REPORT:

We are a group of parents who meet every term to organise and host fundraising events for school. We work closely with the head teacher to determine what the school would like us to raise money for, and then organise fun events for the children whilst also raising money.

Highlights of the Last Year:

Completing the Playground Project!

Events: Easter Bingo

Race Night

Running the Festival Gate

Christmas and Summer Fair

Grandparents Tea Party

Bingo and Play Your Cards Right at the village Coronation Event

How the PTA has Benefited Pupils:

New Playground

Buddy Bench

Garden Equipment

Class Books

Maths Equipment

Easter Eggs

Plans for the Upcoming Year:

Aims: Raise Money for the audio visual equipment

Events: Halloween Disco, Uniform Sales, Christmas and Summer Fair

New events: Duck Race, Colour Run

TREASURER'S REPORT: For the financial year 01.08.2022 to 31.08.2023

Start Balance: **£7,993.65**

Total income: **£49,884.05**

Total expenses: **£2,865.55**

Total purchases: **£48,714.70**

End Balance: **£6,297.45**

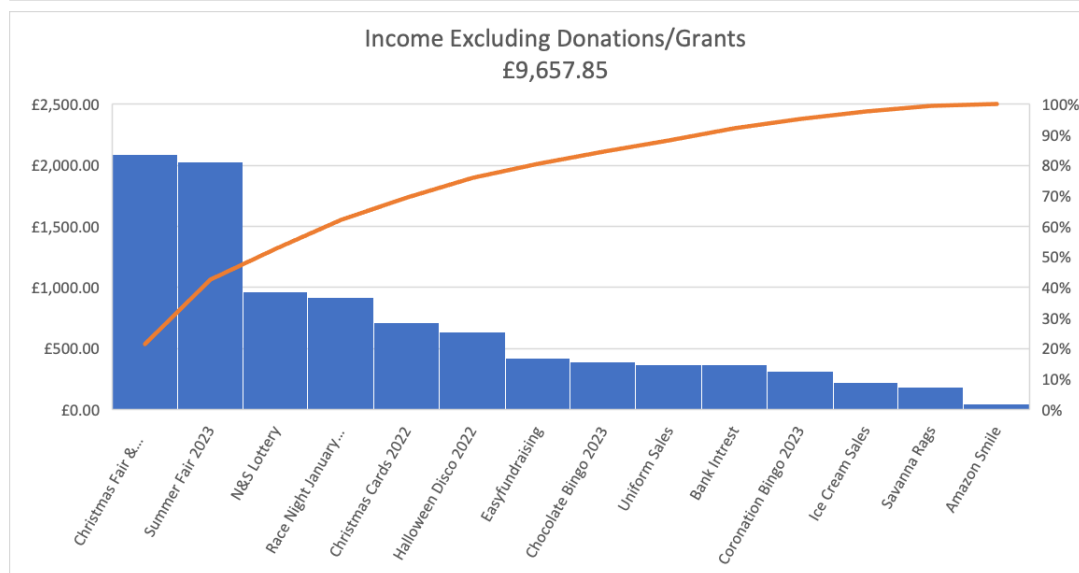
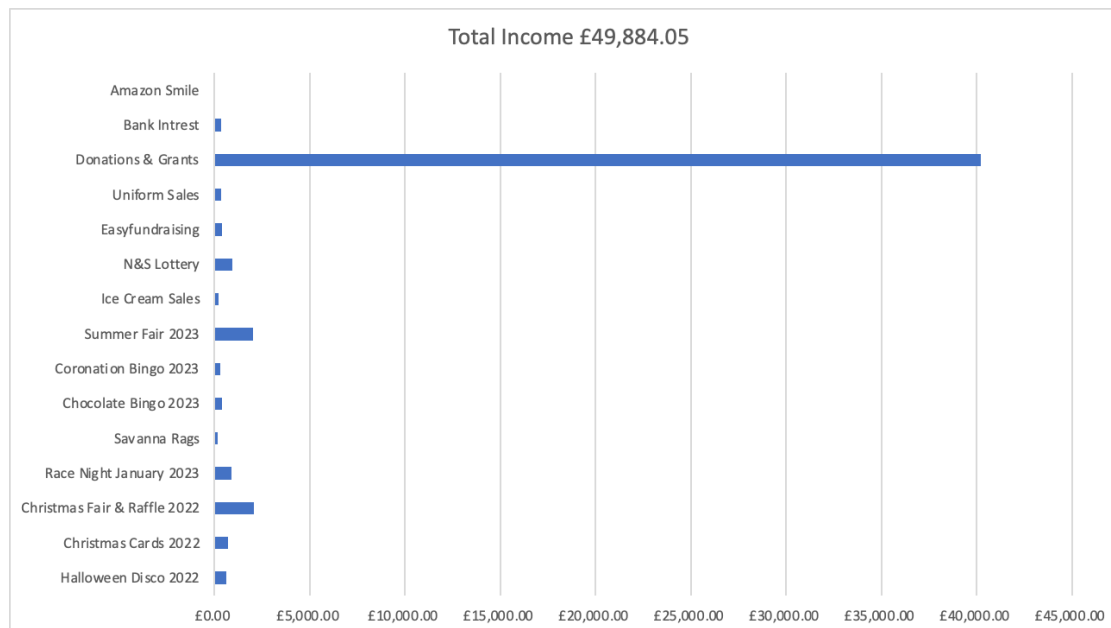
BREAKDOWN OF FINANCES:

INCOME:

Event	Income	
Halloween Disco 2022	£635.94	
Christmas Cards 2022	£711.00	
Christmas Fair & Raffle 2022	£2087.10	
Race Night January 2023	£919.00	
Savanna Rags	£181.80	
Chocolate Bingo 2023	£390.64	
Coronation Bingo 2023	£312.00	
Summer Fair 2023	£2,026.21	
Ice Cream Sales	£219.20	
N&S Lottery	£967.00	
Easyfundraising	£421.94	
Uniform Sales	£370.60	**
Donations & Grants	£40,226.20	***
Bank Intrest	£367.03	
Amazon Smile	£48.39	
TOTAL:	£49,884.05	

**includes Halloween, nativity and World Book Day costume sales.
Christmas Jumper sales.

***Includes: Blakemore Foundation Grant, ASDA Foundation, JG Pears, Sutton Festival 2022, Newark & Sherwood Council Grant, Intaflora, Co-op Community Champions, CADENT Match Giving, ASDA Foundation, Hutchinson Engineering, British Ford Foundation, Weston Village Hall, Stikins Commission.

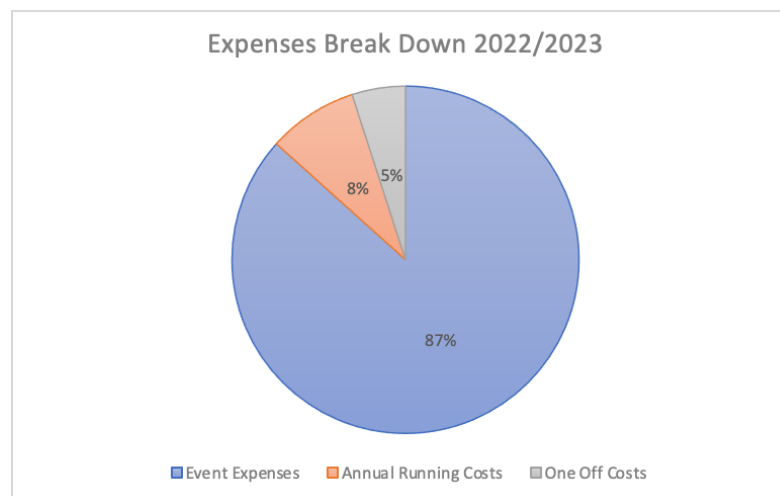
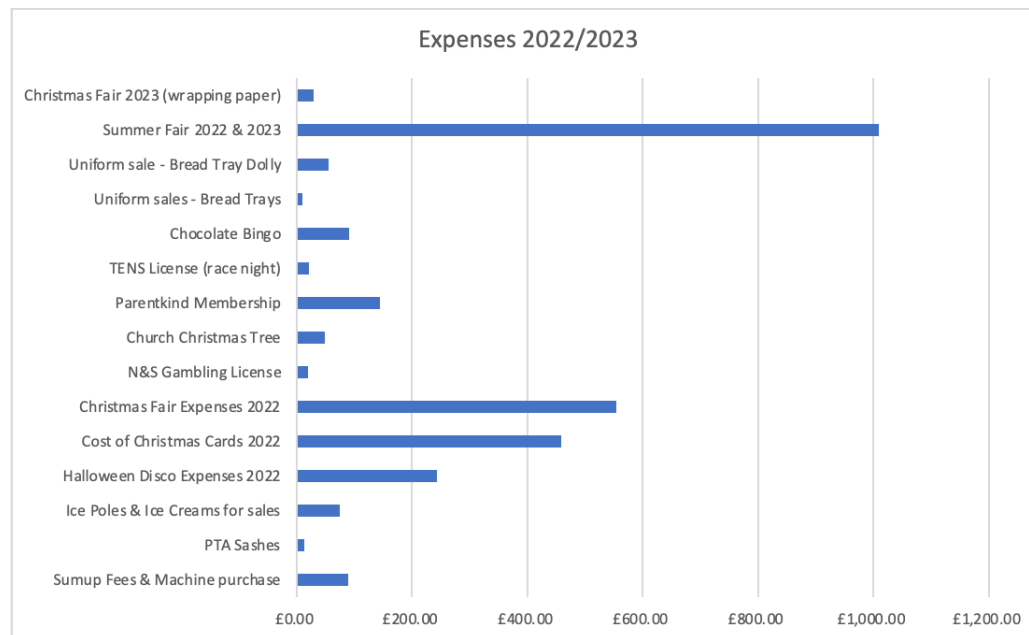


EXPENSES 2022/2023:

Item	Expenses	
Sumup Fees & Machine purchase	£89.96	*
PTA Sashes	£14.00	
Ice Poles & Ice Creams for sales	£75.21	
Halloween Disco Expenses 2022	£243.26	
Cost of Christmas Cards 2022	£459.00	
Christmas Fair Expenses 2022	£555.00	
N&S Gambling License	£20.00	
Church Christmas Tree	£48.97	
Parentkind Membership	£145.00	
TENS License (race night)	£21.00	
Chocolate Bingo	£90.51	
Uniform sales - Bread Trays	£10.00	
Uniform sale - Bread Tray Dolly	£54.94	**
Summer Fair 2022 & 2023	£1009.95	***
Christmas Fair 2023 (wrapping paper)	£28.75	
TOTAL:	£2,865.55	
* Unusually high as it included fees from the Sutton Festival gate entry, break down fees £50.98, purchase of two machines £38.98.		
** Paid for by donation.		
*** Includes payment for climbing wall summer fair 2022 (£340) and payment for bouncy castles 2023 (£190) which will roll over for when we next book them as we were unable to have the Summer Fair outside due to weather.		

BREAK DOWN OF EXPENSES 2022/2023:

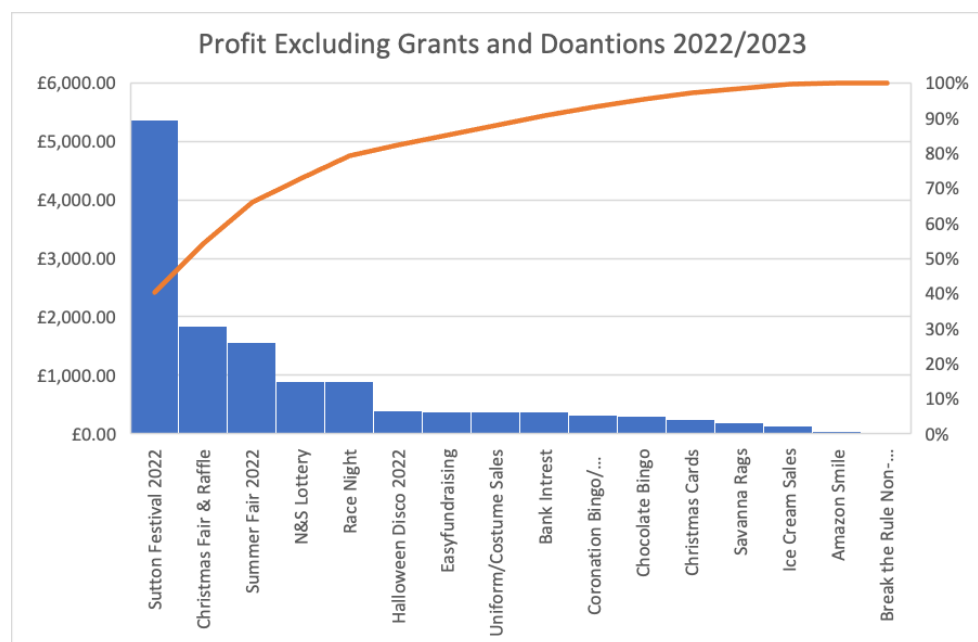
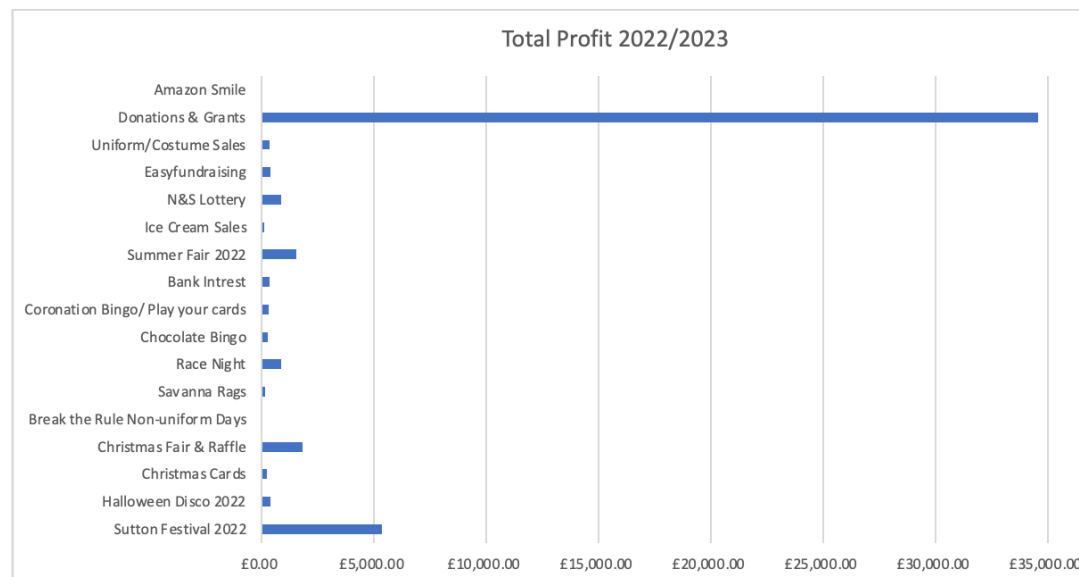
Event Expenses	£2,482.68	87%
Annual Running Costs	£239.97	8%
One Off Costs	£142.90	5%
TOTAL:	£2,865.55	



PROFIT 2022/2023:

Event	Profit		Profit increase compared to 2021/2022
Sutton Festival 2022	£5,359.25		Donation
Halloween Disco 2022	£392.68		£121.76
Christmas Cards	£251.55		-£19.37
Christmas Fair & Raffle	£1,835.45	*	-£204.26
Break the Rule Non-uniform Days	£0.00		-£214.30
Savanna Rags	£181.80		£109.80
Race Night	£892.46		First time 2023
Chocolate Bingo	£298.28		-£84.01
Coronation Bingo/ Play your cards	£311.69		N/A
Bank Intrest	£367.03		£358.21
Summer Fair 2022	£1,566.53	**	-£469.13
Ice Cream Sales	£140.19	***	-£187.31
N&S Lottery	£896.00		First full year
Easyfundraising	£381.35		£233.10
Uniform/Costume Sales	£373.60	****	£173.10
Donations & Grants	£34,561.95		£27,336.13
Amazon Smile	£48.39		N/A
TOTAL:	£47,858.20		
*£305 is included from Hutchinson Engineering			
** Takings affected by wet weather. Doesn't include £38.50 of uniform sales			
*** We didn't do any cake or book sales this year.			
**** Prices for logo jumpers increased to £2. Diversification of sales, to World Book Day, Halloween and Nativity costume sales and Christmas jumper sales, has doubled profit.			

Total profit 01.08.2022 to 31.08.2023: **£47,858.20**



PURCHASES 2022/2023:

Item	Cost	
Fire Pit Area	£3,445.31	
Books	£1,061.69	
Buddy Bench	£500.00	
Gardening Items	£500.00	
Panto Transport	£650.00	
New Playground	£40,500.00	
Easter Egg Hunt	£47.70	
Playground Furniture	£2,000	
Early Years Bread Trays	£10.00	
TOTAL:	£48,714.70	



The lasting effects of the COVID-19 pandemic and the cost of living crisis has no doubt had an impact on our fund raising during the 2022/2023 academic year. Despite this we have had our most successful year to date and have managed to achieve all of our fundraising aims for the year. We have completed the new playground far quicker than expected. Grants and donations made up 84% of our fund raising this year. Of this 78% of donations were received from the incredible generosity of local businesses and charities. We have also had a very successful year with national grants. This has allowed us to fund the fire pit, new playground, books for the school, gardening equipment, buddy bench, picnic benches and play boat.

In the current financial climate fund raising for the year 2023/2024 maybe even more challenging. Our aim is to raise funds for a new sound system for the school hall. We will hopefully achieve this through continuing our usual main fund raising events and applying for relevant grants. We could also have a sponsored event, including the local community.

RESERVES:

£500 is kept in reserve to ensure that there is always enough money to cover the expense of putting on one of our main fundraising Fair events.

INDEPENDENT EXAMINATION:

The charity's gross income has exceeded £25,000 and therefore an audit or independent examination of the accounts is required. As the gross income is less than £1 million an independent examination suffices the requirements of the Charity Commission

Jenny Plant will be independently examining the accounts for the Charity Commission Annual Returns.

I report on the accounts of Sutton-on-Trent Primary and Nursery School for the year ended 31st August 2023

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011.

It is my responsibility to:

- * Examine the accounts under s145 of the 2011 Act
- * to follow the procedures laid down in the General Directions given by the Charity Commission (under s145(5)(b) and
- * to state whether particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directives given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and the comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

a. to keep accounting records in accordance with s.130 of the Act: and

b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....J PLANT..... Date ...10/1/2024.....

J Plant
55 Hight Street,
Sutton-on-Trent,
NG23 6QA

	Charity Name Sutton-on-Trent Primary and Secondary School PTA		No. (if any) 1198426
	Receipts and payments accounts For the period from 01.08.2022 To 31.08.2023		CC16a

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 £
A1 Receipts					
Fund Raising Events	6,590	-	-	6,590	-
IQ Christmas Cards	711	-	-	711	-
Savanna Rags	182	-	-	182	-
Newark & Sherwood Lottery	967	-	-	967	-
Easy Fundraising	422	-	-	422	-
Uniform Sales	371	-	-	371	-
Donations and Grants	40,226	-	-	40,226	-
Bank Interest	367	-	-	367	-
Amazon Smile	48	-	-	48	-
Sub total (Gross income for AR)	49,884	-	-	49,884	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	49,884	-	-	49,884	-
A3 Payments					
Event Expenses	2,483	-	-	2,483	-
Running Costs	383	-	-	383	-
New School Playground	40,500	-	-	40,500	-
Items for School	8,215	-	-	8,215	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	51,580	-	-	51,580	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	51,580	-	-	51,580	-
Net of receipts/(payments)	- 1,696	-	-	- 1,696	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,994	-	-	7,994	-
Cash funds this year end	6,297	-	-	6,297	-

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 Account (1)	3,577	-	-
	Bank Account (2)	2,486	-	-
	Cash	235	-	-
	Total cash funds	6,297	-	-

CCXX R1 accounts (SS)

B2 Other monetary assets

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Details			
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

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

B4 Assets retained for the charity's own use

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

B5 Liabilities

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

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

Signature	Print Name	Date of approval
	Rebecca Henderson	02.02.2024
	Anita Smith	02.02.2024

CCXX R2 accounts (SS)

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02/02/2024

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	08	2022		31	08	2023

Section A Reference and administration details

Charity name	Sutton-on-Trent Primary and Nursery School PTA
Other names charity is known by	Sutton-on-Trent PTA
Registered charity number (if any)	1198426
Charity's principal address	Sutton-on-Trent Primary and Nursery School, Church Street, Sutton-on-Trent, Newark Postcode NG23 6PD

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	Anita Smith	Chair		
2	Rebecca Henderson	Treasurer		
3	Kathy Seaston	Secretary		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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)	Parentkind Model Constitution – March 2021
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Trustees must be members of the association and are elected by members of the Association at the AGM. Trustees shall have the power to co-opt committee members/trustees at any time, these do not need to be members of the association. The number of co-opted committee members/trustees must not be more than 50% of the total number of committee members/trustees.

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.	Policies in place: Code of Conduct, Model complaints procedure policy, Model conflict of interest policy, Model equal opportunities policy, Model expense policy, Model risk assessment policy, Model safeguarding policy, Model volunteering policy, Social media policy template
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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 association (the objects) is to advance the education of pupils in the school in particular by:

2.1 Developing effective relationships between the staff, parents and others associated with the school

2.2 Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

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)

We work with our school, parents, pupils and the local community to put on a range of events and activities such as; fairs, discos, craft activities, sponsored events, games nights, raffles. Uniform, cake, ice pop, toy and book sales. These help to raise funds, build the school community, and break down barriers.

We use our funds to purchase a range of goods and services that help advance the education of pupils at our school such as books, equipment, educational trips and training.

We have for example funded class reading books, maths and science equipment, RE resources, Early Years maths equipment, first aid courses for all the children and outside equipment. A new all weather play ground. Fire pit for outside learning classes. Gardening equipment.

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

Highlights of the Last Year

Completing the Playground Project!
Easter Bingo
Race Night
Running the Festival Gate
Christmas and Summer Fair
Grandparents Tea Party
Bingo and Play Your Cards Right at the village Coronation Event

How the PTA has Benefited Pupils

New Playground
Buddy Bench
Garden Equipment
Class Books
Maths Equipment
Easter Eggs

Section E Financial review

Brief statement of the charity's policy on reserves	We keep £500 in reserve to ensure that we can put on one of annual Fair events. At the end of 2023 financial year we have £500 in reserves.
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.	Grants and donations made up 86% of our fund raising this year. Of this 78% of donations were received from the incredible generosity of local businesses and charities. We have also had a very successful year with national grants. This has allowed us to fund the fire pit, gardening equipment, buddy bench, picnic benches and play boat. In the current financial climate fund raising for the year 2023/2024 maybe even more challenging. Our aim is to raise funds for a new sound system for the school hall. We will hopefully achieve this through continuing our usual main fund raising events and applying for relevant grants. We could also have a sponsored event, including the local community.
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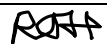
Section F Other optional information

Plans for the Upcoming Year Raise Money for the audio visual equipment Halloween Disco, Uniform Sales, Christmas and Summer Fair New events – Duck Race, Colour Run
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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)	Anita Smith	Rebecca Henderson
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	02.02.2024	