

# THE PTFA OF ST LUKE'S PRIMARY SCHOOL, CANNOCK

England & Wales · Charity number 1199213

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2022-06-08

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** PTFA c/o St Luke's Primary School  
New Penkridge Road  
Cannock  
WS11 1HN

**Phone** 01543227450

**Email** [ptfa@st-lukes-cannock.staffs.sch.uk](mailto:ptfa@st-lukes-cannock.staffs.sch.uk)

## Activities

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**Objects:** 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.

**Activities:** Offer additional fun activities for children to enjoy while fundraising for additional resources for the school. We offer disco's, a bonfire evening, summer and Christmas fairs, magician shows and other fun events after school. We have supplied EYFS equipment, fun reading books, history artifact boxes, table tennis tables, football goals & a defibrillator

## Classification

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- **How:** Provides Other Finance, Provides Services
- **What:** Education/training
- **Who:** Children/young People

## Geography

- Staffordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£31,772	£20,249	-	-
2024-08-31	£42,796	£31,466	-	-
2023-08-31	£40,128	£26,347	-	-

## Trustees

Name	Role	Appointed
Charlie Thompson	Chair	2024-04-11
Jared Burnell		2024-04-11
Jemma Wright		2024-04-11
Karen Aston		2024-04-11
Lea Spencer		2024-04-11
Michael Wright		2024-04-11

**THE PTFA OF ST LUKE'S PRIMARY SCHOOL, CANNOCK**

England & Wales - Charity number 1199213

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	09	2024		31	08	2025

## Section A Reference and administration details

**Charity name**

The PTFA Of ST Lukes Primary School, Cannock

**Other names charity is known by**

N/A

**Registered charity number (if any)**

1199213

**Charity's principal address**

PTFA C/O St Lukes Primary School, New Penkridge Road, Cannock

**Postcode**

WS11 1HN

### 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	Charlie Thompson			
2	Lea Spencer			
3	Karen Aston			
4	Jared Burnell			
5	Michael Wright			
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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
N/A	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

### 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 <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected at AGM by those attending.

### 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.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

<p>To advance the education and wellbeing of pupils by organising additional enjoyable activities and undertaking fundraising to provide enhanced resources and facilities for the school, in accordance with the Parentkind Constitution.</p>
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The annual school Bonfire event invites local residents to the event. Friends and Family of the school's pupils are able to join this event which provided a safe, known environment for both pupils and parents alike.

**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)**

Volunteers are crucial to enable many of the events to take place. Giving up time during school hours for stalls and after school/evenings/weekends to assist in setting up, run stalls and ensure event success.  
DBS is applied for online via the school and records kept at 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**

The annual Bonfire and Fireworks display continued to be a successful enjoyable and well attended event.

The Summer Fair again was thoroughly enjoyed by the children during the school day and continued into the afternoon/early evening with the after party picnic. This was very popular again and generated further income.

## Section E Financial review

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

N/A

**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) Michael Paul Wright

Position (eg Secretary, Chair, etc) Treasurer

Date 31/3/2026

**Income:**

Discos	2,213.30
Easter	279.85
Mothers Day/Fathers Day	1,986.56
Bonfire	9,413.21
Lottery	692.80
Xmas Fayre/Nativity etc	2,914.20
Summer Fayre	7,845.26
Sports Day	235.43
Hoodies	583.00
Canopy	1,215.00
May Madness	665.50
Other Income	1,432.73
Donations	1,545.90
Y6 Leavers	210.00
Naughty November	539.36

31,772.10**Expendure:**

Insurance/Licences/Fees	677.00
Food/Drink	2,956.31
Gifts	6,289.98
Stationery	213.52
Event Payments	8,126.81
Other	1,985.71

20,249.33**Balance Sheet at 31st August 2025**

Cash at Natwest Bank @ 01.08.24	46,168.82	Expenditure	20,249.33
Income	31,772.10	Cash at Natwest Bank 18.08.25	57,381.59
Balance in Float 01.08.24	844.80	Balance in Float 17.07.25	1,154.80
	<u>78,785.72</u>		<u>78,785.72</u>

**ACCOUNTANTS REPORT**

I have examined the above Receipts and Pavments Account and in my opinion they show a true and fair view of movements of the PTFA of St Luke's Primary School for the year ended 31st August 2025.



Deb Culverwell FIAB  
109 Sweetbriar Way  
Heath Hayes  
Cannock  
WS12 2UL

Dated 20th March 2026

Chairperson

Treasurer



## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/ members of

Charity Name

The PTFA of St Luke's Primary School Cannock

On accounts for the year ended

31/8/2025

Charity no (if any)

1199213

Set out on pages

(remember to include the page numbers of additional sheets)

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

Name:

Relevant professional qualification(s) or body (if any):

**Address:**

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**THE PTFA OF ST LUKE'S PRIMARY SCHOOL, CANNOCK**

England & Wales - Charity number 1199213

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# Accounts

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# Trustees' Annual Report

for the period

From (start date)  to (end date)

## Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

Charity's principal address   
  
  
 Postcode

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	CHARLIE THOMPSON			
2	LEA SPENCER			
3	KAREN ASTON			
4	JARAD BURNELL			
5	JEMMA WRIGHT			
6	MICHAEL WRIGHT.			
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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
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**Section A**

**Reference and administration details (continued)**

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
—		

Name of chief executive or names of senior staff members (optional information)

**Section B**

**Structure, governance and management**

Description of the charity's trusts

Type of governing document  
(eg trust deed, constitution)

How the charity is constituted  
(eg trust, association, company)

Trustee selection methods  
(eg appointed by, elected by)

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

TO OFFER ADDITIONAL FUN ACTIVITIES FOR PUPILS TO ENJOY WHILST FUNDRAISING FOR ADDITIONAL SCHOOL RESOURCES, AS PER PARENT/KIND CONSTITUTION.

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 SCHOOL BONFIRE INVITES LOCAL RESIDENTS TO THE EVENT. FRIENDS & FAMILY OF PUPILS ARE ABLE TO JOIN THIS EVENT WHICH PROVIDES A SAFE, KNOWN ENVIRONMENT FOR BOTH PUPILS & PARENTS.

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.

VOLUNTEERS ARE CRUCIAL TO ENABLE MANY OF THE EVENTS TO TAKE PLACE. GIVING UP TIME DURING SCHOOL HOURS FOR STALLS AND AFTER SCHOOL / EVENINGS / WEEKENDS TO HELP SET UP / RUN STALLS AND ENSURE EVENTS ARE A SUCCESS. DBS IS APPLIED FOR ONLINE VIA SCHOOL AND RECORDS KEPT AT SCHOOL.

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

BONFIRE & FIREWORKS DISPLAY CONTINUED TO BE A SUCCESSFUL, ENJOYABLE AND WELL ATTENDED EVENT.

THE SUMMER FAIR AGAIN WAS THOROUGHLY ENJOYED BY THE CHILDREN DURING THE DAY AND CONTINUED INTO THE AFTERNOON EVENING WITH THE AFTER PARTY AGNIX WHICH WAS AGAIN VERY POPULAR AND GENERATED FURTHER INCOME.

**Section E**

**Financial review**

Brief statement of the charity's policy on 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.

**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)

*[Handwritten Signature]*

Full name(s)

MICHAEL PAUL WRIGHT

Position (eg Secretary, Chair, etc)

TREASURER

Date

060625

**Income:**

Discos	4,783.38
Easter	102.12
Mothers Day/Fathers Day	1,612.35
Bonfire	11,280.77
Lottery	882.18
Xmas Fayre/Nativity etc	3,447.08
Summer Fayre	8,647.78
Sports Day	473.10
Misc	2,167.70
Cash for Clothes	323.60
Commission	47.25
Colour Run	6,876.27
Donations	1,292.66
Y6 Leavers	860.00

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42,796.24

**Expendure:**

Insurance/Licences/Fees	668.00
Food/Drink	12,266.82
Gifts	4,630.65
Stationery	440.93
Event Payments	11,553.07
Other	1,585.11
Books	321.09

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31,465.67

**Balance Sheet at 31st August 2024**

Cash at Natwest Bank @ 01.09.23	35,146.15	Expenditure	31,465.67
Cash at Virgin Money @ 01.09.23	391.90	Cash at Natwest Bank 31.08.24	46,241.78
Income	42,796.24	Cash at Virgin Money @ 31.08.2024	-
Balance in Float 01.09.23	217.96	Balance in Float 31.08.24	844.80
	<hr/> <hr/> <b>78,552.25</b>		<hr/> <hr/> <b>78,552.25</b>

**ACCOUNTANTS REPORT:**

I have examined the above Receipts and Payments Account and in my opinion they show a true and fair view of movements of the PTFA of St Luke's Primary School for the year ended 31st August 2024.

Deb Culverwell FIAB  
109 Sweetbriar Way  
Heath Hayes  
Cannock  
WS12 2UL



Datedd 7th May 2025

Chairperson



Treasurer





**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
The PTFA of ST Luke's Primary School Cannock

**On accounts for the year  
ended**

31/8/2024	<b>Charity no (if any)</b>	1199213
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**Set out on pages**

(Remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended .

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:** 10.6.25 .

**Name:** DEB CULVERWELL .

**Relevant professional  
qualification(s) or body  
(if any):**

IAB .

**Address:**

109 Sweetbriar Way  
Cannock  
WS12 2UL .

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

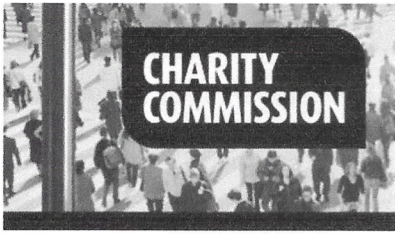
**THE PTFA OF ST LUKE'S PRIMARY SCHOOL, CANNOCK**

England & Wales - Charity number 1199213

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# Accounts

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# Trustees' Annual Report

for the period

From (start date)  to (end date)

## Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

Charity's principal address   
  
  
 Postcode

### 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	KATHRYN BUCK			
2	ALEXANDRA MASON			
3	CHARLIE THOMPSON			
4	JEMMA WRIGHT			
5	VICTORIA KENNELLY			
6	LISA SPENCER			
7	MICHAEL WRIGHT			
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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
-	

**Section A**

**Reference and administration details (continued)**

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
—		

Name of chief executive or names of senior staff members (optional information)

**Section B**

**Structure, governance and management**

Description of the charity's trusts

Type of governing document  
(eg trust deed, constitution)

How the charity is constituted  
(eg trust, association, company)

Trustee selection methods  
(eg appointed by, elected by)

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

TO OFFER ADDITIONAL FUN ACTIVITIES FOR PUPILS TO ENJOY WHILE FUNDRAISING FOR ADDITIONAL SCHOOL RESOURCES.  
AS PER PARENTKIND MODEL CONSTITUTION.

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)

SCHOOL BONFIRE INVITES LOCAL RESIDENTS TO THE EVENT. FRIENDS & FAMILY OF ALL PUPILS ARE ABLE TO JOIN THIS FUN EVENT WHICH PROVIDES A SAFE, KNOWN ENVIRONMENT FOR BOTH PUPILS & PARENTS.

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.

VOLUNTEERS ARE CRUCIAL TO ENABLE MANY OF THE EVENTS TO TAKE PLACE.  
GIVING UP TIME DURING SCHOOL HOURS FOR STALLS AND AFTER SCHOOL / EVENINGS / WEEKENDS TO HELP SET UP, RUN STALLS AND ENSURE EVENTS ARE A SUCCESS.  
OBS IS APPLIED FOR ONLINE VIA SCHOOL & RECORDS KEPT AT SCHOOL.

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

BONFIRE AND FIREWORKS DISPLAY CONTINUED TO BE A SUCCESSFUL AND ENJOYABLE WELL ATTENDED EVENT.

SUMMER FAIR AGAIN WAS THOROUGHLY ENJOYED BY THE CHILDREN DURING THE DAY AND CONTINUED INTO THE AFTERNOON / EVENING WITH THE AFTER PARTY PICNIC WHICH WAS AGAIN VERY POPULAR AND GENERATED FURTHER INCOME.

**Section E**

**Financial review**

Brief statement of the charity's policy on reserves

[Empty box for brief statement of the charity's policy on reserves]

Details of any funds materially in deficit

[Empty box with a handwritten mark for 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.

[Empty box for further financial review details]

**Section F**

**Other optional information**

[Empty box for 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)

[Handwritten signature: Michael Paul Wright]

Full name(s)

MICHAEL PAUL WRIGHT

Position (eg Secretary, Chair, etc)

TREASURER

19-04-2024.

The PTFA of St Luke's Primary School  
Income and Expenditure  
Year End 31.08.2023

**Income:**

Discos	3,311.55
Hoodies	510.00
Easter/Mothers Day	518.20
Bonfire	11,929.29
Lottery	1,114.80
Xmas Fayre/Nativity etc	3,956.27
Coronation	2,272.33
Summer Fayre/Sports Day	10,163.86
Misc	2,417.22
Cash for Clothes	518.90
Raffle	1,015.35
Mugs/Cards	600.11
Commission	159.96
Magician	651.04
Super Man	989.26
	<u>40,128.14</u>

**Expendure:**

Insurance/Licences/Fees	605.00
Food/Drink	7,202.22
Gifts	10,251.74
Stationery	571.82
Event Payments	5,589.66
Other	2,126.28
	<u>26,346.72</u>


**Balance Sheet at 31st August 2023**

Cash at Natwest Bank @ 01.09.22	20,923.87	Expenditure	26,346.72
Cash at Virgin Money @ 01.09.22	775.69	Cash at Natwest Bank 31.08.23	35,146.15
		Cash at Virgin Money @	
Income	40,128.14	31.08.2023	391.90
Balance in Float 01.09.22	275.03	Balance in Float 31.08.23	217.96
	<u>62,102.73</u>		<u>62,102.73</u>

**ACCOUNTANTS REPORT:**

I have examined the above Receipts and Payments Account and in my opinion they show a true and fair view of movements of the PTFA of St Luke's Primary School for the year ended 31st August 2023.

Deb Culverwell FIAB  
109 Sweetbriar Way  
Heath Hayes  
Cannock  
WS12 2UL



Dated 31st March 2024

Chairperson



Treasurer





Section A Independent Examiner's Report

Report to the trustees/directors/members of

THE PTFA OF ST LUKE'S PRIMARY SCHOOL, CANNOCK

On accounts for the year ended

31 AUGUST 2023

Charity no.:

1199213

Company no.:

-

Set out on pages

I report to the charity trustees on my examination of the accounts of the Company for the year ended

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [.] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

*\* Please delete the words in the brackets if they do not apply.*

Signed: [Signature] Date: 10.4.24

Name: DEB CULVERWELL

Relevant professional qualification(s) or body (if any): FIAB

Address: 109 Sweetbriar Way  
Cannock  
WS12 2UL

**Section B Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.