

# **Trustee Annual Report**

## **Financial year 1 September 2022 to 31 August 2023**

### **Legal and Administrative Information**

Charity Name: Belleville Parents and Teachers Association (Belleville PTA)

Charity Commission Registered Number: 270097

Charity's principal address: Belleville Primary School,  
Belleville Road, London, SW11 6PR

Governing Document: Constitution dated 18 November 2005 and updated on 13 June 2019

### **Objectives of Charity**

To foster and extend relationships between parents, staff and those associated with the school.

To engage in activities which support the school and advance the education of the pupils attending it.

### **Trustees and Governance**

The following trustees served for the period of this report.

Nicola Davies – Co-Chair, (resigned June 2023)

Louis Succar – Co-Chair (resigned June 2023)

Jo Thompson – Secretary (resigned June 2023)

Saffron Webb – (resigned June 2023)

Pablo Orvananos – (resigned June 2023)

Stephanie Reitzel Gray – (resigned June 2023)

Laura Bassett – Co-Chair – Appointed June 2022

Abby Minns - Co-Chair – Appointed June 2023

Kate Walsh – Treasurer – Appointed June 2023

Alicia Murtoff – Secretary – Appointed June 2023

Annelies Gabriels – Communications – Appointed June 2023

### *Other members of the trustee committee:*

Taikwan Chin Wright ( June 2023), Elizabeth Hanson, Emily Edwards, Adriana Szopian

### **Activities and Achievements**

The year ended 31 August 2023 has been a successful year during which we raised a total profit of **£28,724** from PTA events, donations and sponsorships received compared to a profit of £66,173 in the prior year.

The PTA has made donations to the school amounting to **£122,330** (at 31 August 2022: £37,272).

The PTA funds have primarily been utilised as follows:

- The purchase of 285 ipads;

- Payment for the 2021-22 Wandsworth music program (September 22) and the 2022-23 summer music program (May 23),
- The Webb's and Meteor garden activities
- Year 6 leavers hoodies, mini bus deposits
- Donation to the school Honeypot fund
- Classroom resources as requested by individual teachers.
- Payment of the deposit for 2 minibuses; The remainder will be paid in the 24-25 school year.

The Music program for Year 4 continued in the year and was funded by the PTA in July 2023. Donations to the school in the 2022-23 year contained payments for both the 2021-22 and 2022-23 school years.

The Trustees would also like to thank the Belleville PTA class reps and all the parents for their support in running various events during the year.

As of 31 August 2023 we carried forward a cash reserve amounting to **£100,885** (at 31 August 2022: £72,161)

The Trustees recognise that they must always have regard to the guidance on public benefit issued by the Charity Commission and, as such, are always looking for new and interesting ways to raise money to support the school community. They encourage all parents across the Webb's and Meteor school sites to support them in their aims.

### **Reserves Policy**

Belleville PTA seeks to support Belleville School by providing financial and other assistance to those projects agreed by the Trustees (and in consultation with the Headmaster) as good causes, whilst maintaining at all times a positive level of reserves. Thus, the amount of cash reserves remaining at the end of any given financial year will be determined solely by the Trustees.

The reserves as at 31 August 2023 were **£100,885.41** (at 31 August 2022: £72,161) as shown in the accounts.

The level of reserves leaves sufficient available reserves to support Belleville School before the next year fundraising. The trustees are satisfied that the PTA has adequate financial resources to continue to operate for the foreseeable future and to continue to support Belleville school.

We recognise and are very grateful for contributions from the school parents and local businesses and with their continued support for our activities aim to continue to rebuild our reserves so we can continue to support the school at a time when all public financing is stretched.

### **Signature and Declaration**

I declare that in my capacity of charity trustee:

1. The trustees have approved the report above; and
2. Have authorised me to sign it on their behalf.

A handwritten signature in black ink, appearing to be 'Kate Walsh', with a long horizontal flourish extending to the right.

Signature:

Full Name: Kate Walsh

Position: Treasurer

Date: 18 August 2024

**BELLEVILLE PTA (registered charity No 270097)****Result for the financial year from 1 September 2021 until 31 August 2022 (amounts in £)**

Belleville PTA

For the year ended 31 August 2023

Cash Basis

	2023
<b>Turnover</b>	
Other Revenue	2,659.33
Sales	167,079.52
Sponsorship	17,450.00
<b>Total Turnover</b>	<b>187,188.85</b>
<b>Gross Profit</b>	<b>187,188.85</b>
<b>Administrative Costs</b>	
Bank Fees	2,186.20
Charitable Donations	16,071.97
Club Expenses	1,050.06
Events - Drink	5,059.54
Events - equipment	13,402.68
Events - Food	6,206.17
Events - Suppliers	7,845.16
General Expenses	2,596.50
Printing & Stationery	18.99
School Programmes	59,565.50
School Resources	44,095.73
Subscriptions	365.79
<b>Total Administrative Costs</b>	<b>158,464.29</b>
<b>Operating Profit</b>	<b>28,724.56</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>28,724.56</b>
<b>Profit after Taxation</b>	<b>28,724.56</b>

**Profit and Loss**  
 Belleville PTA  
 For the year ended 31 August 2023  
 Cash Basis

Account	Auction of Promises	Bake Sales	Book Sales	Christmas Concerts	Christmas Wreaths	Class Calendars	Class Challenge	cookbook sales	Costume /Ski clothes sale	Donations	Fun Run	Gardening Club	Honey-pot	IQ Cards	Kids Disco	Leavers Disco	PTA Expenses	Quiz Night	School Resources	Shopping Evening	Summer Fair	Uniform sales	Winter Fair	Year 6 Fundraising	Total
Turnover																									
	-	-	-	-	-	-	-	-	-	2,659	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,659
Sales	79,330	1,979	3,701	928	3,256	6,969	3,920	60	260	7,224	2,600	450	2,570	3,106	3,813	-	-	4,367	-	3,925	18,193	924	18,858	646	167,080
Sponsorship	1,000	-	-	-	-	2,000	-	-	-	-	-	-	-	-	-	-	-	600	3,000	500	5,550	-	4,800	-	17,450
Total Turnover	80,330	1,979	3,701	928	3,256	8,969	3,920	60	260	9,884	2,600	450	2,570	3,106	3,813	-	-	4,967	3,000	4,425	23,743	924	23,658	646	187,189
Gross Profit	80,330	1,979	3,701	928	3,256	8,969	3,920	60	260	9,884	2,600	450	2,570	3,106	3,813	-	-	4,967	3,000	4,425	23,743	924	23,658	646	187,189
Administrative Costs																									
Bank Fees	1,101	27	249	-	-	-	-	1	4	29	92	-	57	-	140	-	-	74	-	13	273	14	113	-	2,186
Charitable Donations	-	-	-	928	-	-	-	-	-	1,286	-	-	8,665	-	-	-	-	-	-	-	-	498	-	2,043	16,072
Club Expenses	-	-	-	-	-	-	-	-	-	-	-	1,050	-	-	-	-	-	-	-	-	-	-	-	1,050	
Events - Drink	3,410	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	449	-	-	818	-	383	-	5,060
Events - equipment	4,350	-	-	-	2,775	-	-	-	-	-	750	-	-	-	-	-	277	-	17	-	398	-	4,850	-	13,403
Events - Refreshments	3,420	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	798	-	81	-	500	-	500	-	7,845
Events - Suppliers	3,420	-	-	-	-	-	-	-	-	-	-	-	-	2,521	-	712	-	-	-	-	590	-	500	-	7,845
Events - Stationery	720	-	-	-	-	2,802	-	-	-	-	-	-	-	-	-	-	61	-	6	-	-	-	-	2,597	
General Expenses	-	-	-	-	-	1,500	-	-	-	1,030	-	-	-	-	-	-	19	-	-	-	-	-	-	19	
Printing & Stationery	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	59,566	-	-	-	-	59,566	
School Programmes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	527	-	-	-	-	-	-	527	
School Resources	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	43,569	-	-	-	-	43,569	
School Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Administrative Costs	12,869	27	2,902	928	2,775	4,302	-	1	4	2,344	842	1,050	8,722	2,521	140	1,667	1,771	631	103,140	13	2,637	512	6,625	2,043	158,464
Operating Profit																									
	67,461	1,952	799	-	481	4,667	3,920	59	256	7,539	1,758	(600)	(6,152)	585	3,673	(1,667)	(1,771)	4,336	(100,140)	4,412	21,105	412	17,034	(1,397)	28,725
Profit on Ordinary Activities Before Taxation																									
	67,461	1,952	799	-	481	4,667	3,920	59	256	7,539	1,758	(600)	(6,152)	585	3,673	(1,667)	(1,771)	4,336	(100,140)	4,412	21,105	412	17,034	(1,397)	28,725
Profit after Taxation																									
	67,461	1,952	799	-	481	4,667	3,920	59	256	7,539	1,758	(600)	(6,152)	585	3,673	(1,667)	(1,771)	4,336	(100,140)	4,412	21,105	412	17,034	(1,397)	28,725



## **Independent Examiner's Report to the Trustees of Belleville Parents and Teachers Association**

I report on the accounts for the Trust for the year ended 31<sup>st</sup> August 2023.

### **Respective responsibilities of trustees and examiners**

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

### **It is my responsibility to:**

1. Examine the accounts (under section 43(3)(a) of the 1993 Act)
2. To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act)
3. To state whether particular matters have come to my attention.

### **Basis of the independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiners' 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 respects the requirements
  - a. To keep accounting records in accordance with section 41 of the 1993 Act; and
  - b. To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Name: Andrew Hight

MR

Professional Qualification: FCA ICAEW

Address: 94 muncaster road, sw11 6nu

Signed: Andrew Hight  
Andrew Hight (Sep 13, 2024 08:45 GMT+1)

Date: 12/09/2024