



Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	01	08	2024		31	07

Charity name	St Peter's PTA
Other names charity is known by	
Registered charity number (if any)	280340
Charity's principal address	St. Peter's C of E Primary School
	Moor Lane
	Budleigh Salterton
	Postcode EX9 6QF

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 Jessica Linacre	Chair		
2 Emma Coe	Secretary		
3 Gabrielle Wooller	Treasurer		
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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

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by attending members of AGM.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• 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.	<p>At present, St. Peter’s PTA has 3 Trustees, in addition to a very much valued pool of core volunteers who regularly help plan and run fundraising events.</p> <p>In November 2024, there was a change in Treasurer. Regrettably, there was very little handover and this caused significant organisational difficulties, including banking and systems access. Since then, the current Trustees have endeavoured to make sure that handover processes are more robust and that the Treasurer’s role is more collaborative.</p> <p>Part of this has been a move to more regular meetings between the Trustees and the school admin staff, so that funds are distributed and being put to use in a timely manner.</p> <p>Access to accounting records is more open, while retaining the robustness of a dual-signatory requirement. Cheques must be signed by 2 Trustees. BACS payments are made by the Treasurer (implied consent) only with written consent of another Trustee.</p> <p>The use of a Receipts and Payments format (with the raw data drawn from bookkeeping software) means that the charity’s finances are clear and accessible, while retaining the necessary supporting information.</p>
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Summary of the objects of the charity set out in its governing document

To advance the education of the pupils at the school by providing and assisting in the provision of facilities for education at the school (not normally provided by the Local Education Authority).

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)

All Trustees have had due regard to the Charity Commission's public benefit guidance. In this instance, the "public" is primarily the children of St Peter's C of E Primary School, Budleigh Salterton.

Much of the focus this year has been on getting the charity's existing funds into the school and making a direct difference to the children. Last year, St Peter's PTA had a surplus of £20034 – in essence, money that had been donated or fundraised for the benefit of the school, but had been retained in the bank.

This year, we are happy to report that funds distributed exceeded funds held by £7363; this shows we are getting the money to where it is needed and those parents of Year 5/6 pupils get to see the benefit for their children' while still retaining the necessary reserves and ring-fenced funds.

In total, we have distributed £55084 to the school this year. £23052 of this was simply passing on donations and others' fundraising efforts for school classroom refurbishments (2025 Fundraising Challenge – New Year, New Classrooms). £10,000 was passing on donations specifically given to fund air-conditioning units in classrooms. Most of the rest has been money raised directly by the PTA.

Working alongside the Headteacher, we have strived to spread spending in such a way as to benefit pupils across age, gender and ability; strike a balance between the academic and the extra-curricular; and also support capital investment within the school. This has included: Maths and Dyslexia resources, pantomimes, phonics and early year's resources, leaving gifts for Year 6's, classroom and shed refurbishments, educational class trips, theatre and art workshops, goalposts, science garden compost and much more.

It is the Trustees' hope that every single child has felt the benefit in some way or other this past year.

Additional details of objectives and activities (Optional information)

Funds are distributed principally via the school. Monthly PTA meetings are held where the Treasurer confirms how much we have to distribute (funds held less reserves, restricted funds and existing funding commitments). The Headteacher requests funding for specific items and those present vote on whether this falls within the charitable objects. The Chair has the casting vote.

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

This year the PTA's income has been an incredible £49978. However, enormous praise and thanks must first be given to some very generous donors and fundraising children who donated £25125 towards the 2025 Fundraising Challenge – New Year, New Classrooms. As a result of their phenomenal efforts (the PTA primarily banking and passing on money to the school), one of the outdoor “temporary” classrooms has been completely overhauled.

Notable successful events organised by the PTA this year included the Christmas Fair, Summer Fair, Movie Nights, Quiz Night, school photos and a project where we bought a disused phone box and sold advertising.

Many thanks to all the volunteers who spent many hours uploading photos to our web shop, manning tuck shops and barbeques, designing advertising posters, collecting foliage for wreaths, potting Mother's Day plants etc. The list goes on and apologies for any who we forget to mention! St. Peter's PTA is incredibly lucky to have so many wonderful parents who give up so much of their time to help.

Brief statement of the charity's policy on reserves

We keep reserves of £4000, to cover any ongoing commitments and running costs. In addition, any funding that is agreed in advance is ring-fenced to ensure this is available when needed.

We close the financial year 31/07/2025 with the following in reconciled funds:

Current Account: £5074
Reserve Account: £24860
Cash: £140

Total: £30074

Reserves: (£4000)
Restricted funds: (£6683)
Funds ring-fenced but awaiting invoices/evidence: (£9599)

Funds available for distribution: £9792

Details of any funds materially in deficit

None.

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

This year, we have moved from accruals-based accounting to Receipts and Payments reporting. This was agreed as per the Treasurer's Report presented to the Board of Trustees on 14/01/2025. Given that the Charity does not have over £250000 annual income, hold significant depreciating assets and is not required to present accruals accounts as part of any grants or constitutions; it seems sensible to simplify reporting so that tasks can be easily handed over between Treasurers and accounts easily understood by laypeople.

The previous year's accruals-based accounts have been imported into this format, with the categories and values transposed as far as practicable.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Gabrielle Wooller

Position (eg Secretary, Chair, etc)

Treasurer

Date

17/10/25



Receipts and payments accounts

CC16a

For the period
from 8/1/2024

To

7/31/2025

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					
Phone Box project	750	-	-	750	-
Bing Search	1	-	-	1	5
Movie Nights	858	-	-	858	1,691
Ice Lollies	859	-	-	859	907
Class Photos	722	-	-	722	714
Cake sales	697	-	-	697	1,058
Christmas Fair	3,463	980	-	4,443	2,832
Easy Fundraising	74	-	-	74	103
Donations only - not sales	592	2,250	-	2,842	5,706
Wreath making workshop	195	-	-	195	1,029
Christmas Concert - refreshments	283	-	-	283	369
Gala Week Fete	145	-	-	145	1,042
Gala Week Evening Event	945	-	-	945	674
Discos	949	-	-	949	1,637
School Lottery/200 Club	363	-	-	363	1,018
2025 Fundraising Challenge - External Receipts	-	25,125	-	25,125	-
MyChildsArt Xmas Cards and Gifts	314	-	-	314	314
2025 Fundraising Challenge - Comedy Night	-	1,488	-	1,488	-
Asda CashPot	68	-	-	68	-
Mother's Day shop	451	-	-	451	162
Chocolate Bingo	239	-	-	239	390
Quiz Night	577	-	-	577	596
Summer Fair	-	5,264	-	5,264	4,094
Sports Day refreshments	221	-	-	221	202
GiftAid reclaimed directly from HMRC	376	-	-	376	1,998
Individual photos	1,386	-	-	1,386	1,460
Interest Received	348	-	-	348	204
Donation for Forest School	-	-	-	-	3,125
Donations for air-conditioning units	-	-	-	-	10,000
Father's Day Gifts	-	-	-	-	191
Tea towels	-	-	-	-	499
Leggings	-	-	-	-	65
Uniform donations	-	-	-	-	4
Terracycle	-	-	-	-	49
Y6 Leavers Hoodies	-	-	-	-	252
Float	-	-	-	-	2,040
Rounding/Timing	2	-	-	2	143
Sub total (Gross income for AR)	14,872	35,107	-	49,978	44,286
A2 Asset and investment sales, (see table).	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	14,872	35,107	-	49,978	44,286
A3 Payments					
Chocolate Bingo - cost of sales	73	-	-	73	186
Quiz Night - Cost of Sales	323	-	-	323	326
Ice Lollies - cost of sales	189	-	-	189	159
Wreath making - cost of sales	170	-	-	170	681
Cost of Sales	11	-	-	11	-
Movie Nights	250	-	-	250	633
Cake sales - cost of sales	4	-	-	4	5
Christmas Fair - cost of sales	501	980	-	1,481	290
Class Photos - cost of sales	163	-	-	163	196
Christmas Concert - cost of sales	106	-	-	106	76
Phone Box - cost of sales	114	-	-	114	-
Gala Week Fete - cost of sales	106	-	-	106	842
Gala Week Evening Event - Cost of sales	398	-	-	398	-
Discos - Cost of sales	209	-	-	209	305
2025 Fundraising Challenge - External Receipts - cost of sales	-	7	-	7	-
2025 Fundraising Challenge - Comedy Night - cost of sales	-	1,357	-	1,357	-
Mother's Day Shop - cost of sales	154	-	-	154	-
Sports Day Refreshments - cost of sales	8	-	-	8	90
Summer Fair - cost of sales	-	2,554	-	2,554	979
Individual photos - cost of sales	346	-	-	346	300
Web Hosting	115	-	-	115	-
Computer Software	67	-	-	67	-
Advertising and Promotion	53	-	-	53	-
Legal and Professional Fees	20	-	-	20	-
Charitable donations - school resource funding	18,434	36,651	-	55,084	15,522
200 Club	-	-	-	-	461
Father's Day Gifts	-	-	-	-	210
Tea Towels	-	-	-	-	318
Y6 Leavers Hoodies	-	-	-	-	335
Insurance	162	-	-	162	-
Sundries	-	-	-	-	297
Float	-	-	-	-	2,040
Sub total	21,976	41,549	-	63,525	24,251
A4 Asset and investment purchases, (see table)	-	-	-	-	-
Computer hardware and office equipment	258	-	-	258	-
Sub total	258	-	-	258	-
Total payments	22,234	41,549	-	63,783	24,251
Net of receipts/payments	- 7,363	- 6,442	-	- 13,805	20,034
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	30,754	13,125	-	43,879	23,845
Cash funds this year end	23,391	6,683	-	30,074	43,879

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 - Current	5,074	-	-
	Bank Account - Reserve	18,177	6,683	-
	Cash	140	-	-
	Total cash funds	23,391	6,683	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name St Peter's PTA		
On accounts for the year ended	31/07/2025	Charity no (if any)	280340
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 31/07/2025.			
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").		
Independent examiner's statement	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.		
	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:		
	<ul style="list-style-type: none">• 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: 12/02/2026
Name:	PHILIP STUART KIRKPATRICK		
Relevant professional qualification(s) or body (if any):	ICAEW - Chartered accountant		
Address:	SA Exmouth Road Budleigh Salterton Devon EX9 6AF		

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.