



St Matthew's PTA
Charity Number: 288436

Trustees' Annual Report & Statement of Financial Activity
1 September 2024 to 31 August 2025

30th September 2025

Executive Summary

St Matthew's PTA is the Parent-Teacher Association for St. Matthew's Primary School in Cambridge.

During the 2024-25 period the PTA ran events to raise money for the school and build the school community. The largest events were the Winter and Summer Fairs, which together raised £5,893. Cake sales raised £2,396. Other fund-raising activities brought the PTA's general fundraising income to £11,390.

The PTA also facilitated a further £10,000 grant from Nominet to replace the remaining interactive whiteboards. Thank you to the parents involved for making these possible. This brought total donations up to £12,899.

From these the core fund granted £5,347 in total. This was spent on various projects including the interactive music workshops, sports equipment, group activities and classroom supplies.

The *Fund St Matthew's* campaign received £42,631 in total donations and granted £34,741 to the school. This went to help stave off cuts in the face of the funding crisis including music, counselling, IT and phonics books.

Retained funds for both the general fund and *Fund St Matthew's* are higher this year due to two factors. The Nominet grant came late in the year and has not yet been disbursed. Also significant funds have been earmarked for future playground improvements.

The PTA's finances are healthy, with assets totalling £47,151 at the end of the reporting period. Of this, £12,892 is reserved for *Fund St Matthew's*.

Reference & Administration Details

Name: St Matthew's PTA
Charity Number: 288436
Address: St Matthew's Primary School
19 Norfolk Street, Cambridge, CB1 2LD

Names of the Charity Trustees who manage the Charity between 1st September 2024 and the date this report was produced:

Name	Office	Appointed	Resigned
Sebastian Wills	Treasurer	12/10/2021	14/10/2024
Jeshika Moonsamy	Chair	29/11/2022	31/04/2024
Jeshika Moonsamy	Committee	31/04/2024**	
Andrew Tomlinson	Assistant Treasurer	16/10/2023	14/10/2024
Andrew Tomlinson	Treasurer	14/10/2024	
Diego Castoldi	Chair	14/10/2024	
Kim Nguyen	Secretary	14/11/2023*	14/10/2024

* co-opted

** change of role agreed by committee

Structure, Governance & Management

Type of Governing Document:

Constitution

How the Charity is Constituted:

Association

Trustee Selection Methods

Nominated, seconded, and voted for at AGM and between AGM co-opted by committee members at committee meetings.

Additional governance issues

St Matthew's PTA works closely with the school headmaster and senior staff, as well as with our teacher representative on the committee, Barry Evans.

The charity is a member of Parentkind (NCPTA).

Objectives

To contribute to school resources to enhance the experience and wellbeing of the staff and children. To run events which increase the involvement of the parent community in the social life of the school and awareness of the role of the PTA. To provide funds/facilities/items for the school outside statutory funds in consultation with the headmaster and/or senior school staff.

Statutory Declaration on Public Benefit

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Activities, Achievements & Performance

Events

The PTA ran events throughout the year with the dual aims of raising funds and providing enrichment for the school community. The main events and activities were:

- Free Magic show for Reception
- Spooky & Spring Discos, raising £1,631
- Winter and Summer Fairs, attended by pupils and their families. Together these raised £5,893.
- Festive greetings cards designed by the pupils and sold to parents/carers, raising £1,058
- A swim night at Parkside Pools, raising £303
- A cake sale hosted by each year group, spread over the year, raising a total of £2,396.
- Year 6 leavers' hoodies. These were bought by parents, but the PTA covered the cost of hoodies for Pupil Premium families (majority covered by 'pay it forward' donations).
- The School Magazine team raised £186 from sales of their magazines. This includes Y4 having a join cake sale for Save the Children.
- Y5 sold scarves and Y2 sold cakes in the park raising £154 between them
- There were multiple Staff Appreciation events
- The Art Challenge team organised their competitions culminating in displays at the fairs

We also participated in ASDA Cashpot and Coop referral schemes which together raised £800 and we received a further £12,100 in direct donations.

School projects supported

Money raised is spent fulfilling funding requests from teachers as well as school-wide projects.

In total, grants for school activities and equipment requested by staff totalled £5,347.

Some of the larger grants were:

- £2,652 from Cake Sales was spent by class teachers on various supplies and activities
- £552 on equipment for the Sports Leaders and the Gardening club arranged by Mrs Woolfe
- £448 on drum hire and a Y3/Y4 music workshop
- £261 on the Literary Festival
- £243 for the Creative Writing Club's anthology raised by their cake sale
- £189 on a Equality and Diversity campaign

Note this year the decision was made for Pay It Forward donations to be taken directly by the school. This was to streamline the process so Pay It Forward donations could be taken alongside the existing parent contributions for activities. This removed the need for two transactions.

As with previous each Pupil Premium child was given over £10 worth of vouchers for each of the school fairs to ensure they could participate in the fun.

Most of the remainder of the funds raised has been reserved for playground improvements. The reception playground surface has deteriorated and most of the trim trail has been closed due to safety concerns. There is also improvement work that needs doing on the main playground

equipment. To fund this we have reserved £12,000 from this year and anticipate a further contribution next year.

Fund St Matthew's

Fund St Matthew's was started in March 2019 by a group of parents with the support of the PTA committee, and is now operated fully by the PTA. It continues to attract generous donations, mainly from parents, carers and other relations of pupils at the school. Its goal is to raise money to support the education of pupils at the school. Most of the money raised for this campaign comes from donations made to the PTA. Donations are ring-fenced for the Fund St Matthew's fund, and are granted to the school to spend as required, or spent directly on equipment or projects agreed with the school management.

Donations to Fund St Matthew's totalled £42,631 in the period covered by this report. Money in the PTA's bank account assigned to Fund St Matthew's at the end of the period was £12,892.

The funding crisis is still affecting the school. Rising costs and lack of government support has left the school looking again for more cuts.

They requested help funding a list of important provisions that were under threat of being cut, totalling £34,741. This included:

- Renewing the lease on most of the school's Chromebooks
- Delivery of music lessons to all children by a specialist music teacher
- Sustaining the school's counselling service
- Phonics books to be used to support the new phonics scheme

We have also reserved a further £5,000 for additional books for next year.

At this stage it seems that Fund St Matthews' support will be needed to protect from cuts for the foreseeable future.

Donors are kept informed via a dedicated Fund St Matthew's website, fundstmatthews.com.

Financial Review

Statement of the Charity's Policy on Reserves

St Matthew's PTA seeks to support St Matthew's Primary School by providing financial and other assistance to those projects agreed by the Trustees (and in consultation with the Headmaster and senior staff) as good causes, whilst maintaining at all times a positive level of reserves. Thus, the amount of reserves remaining at the end of any given financial year will be determined solely by the Trustees. Our reserves can be spent when agreed by the PTA committee and in line with the objectives of the PTA. We aim to keep a minimum of £4,000 in reserve under normal circumstances. This can be temporarily reduced to £1,000 in the period leading up to an event.

There are no current uncertainties regarding the PTA's ability to continue as a going concern.

The total funds as at 31st August 2025 were £47,001 (previous period: £19,952) as shown in the accounts. This includes funds reserved for the Fund St Matthew's £12,892 (previous £5,002). This more than covers our reserve requirements.

We recognise and are very grateful for contributions from the school parents for their continued help so that we can carry on supporting the school.

All fundraising is carried out on a voluntary basis by our wonderful parent community. There are no paid fundraisers or committee members in our charity.

Details of Any Funds Materially in Deficit

The Trustees declare that the charity had no funds which were materially in deficit at the date of the statement of assets & liabilities.

Particulars of Any Outstanding Guarantee Given by the Charity

The Trustees declare that the charity has given no guarantee where potential liability is outstanding at the date of the statement of assets & liabilities.

Particulars of Any Outstanding Debt

The Trustees declare that the charity has no outstanding debts which are secured by an express charge on any of the assets of the charity at the date of the statement of assets & liabilities.

Declaration

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.

Signed on behalf of the PTA trustees

Andrew Tomlinson
Trustee
30th September 2025

ST MATTHEW'S PTA
Registered charity no. 288436

Receipts & Payments Accounts for the period 1st September 2024 to 31st August 2025

RECEIPTS AND PAYMENTS

	<u>2024-25</u>			<u>2023-24</u>
	Receipts	Payments	Net Receipts	Net Receipts
Trading Activities				
Fairs	7,768	1,875	5,893	6,065
Discos	2,214	583	1,631	1,921
Cake sales	2,396	-	2,396	4,820
Other Events	759	716	43	1,990
Other Sales	1,427	-	1,427	1,609
Sub-total	14,564	3,173	11,390	16,405
Donations				
Bag2School	-	-	-	331
Referral schemes	800	-	800	1,647
GiftAid	-	-	-	-
Other Donations	12,100	-	12,100	10,221
Sub-total	12,899	-	12,899	12,199
School Projects Funded				
Staff Events	-	395	-395	-274
Pay It Forward	-	-	-	-
Excursions/Activities	-	2,830	-2,830	-2,046
Facilities/Equipment	-	1,951	-1,951	-17,036
Leavers hoodies	124	171	-47	73
Other Grants	-	-	-	-42
Sub-total	124	5,347	-5,223	-19,324
Other				
Operating expenses	-	307	-307	-319
Bank Interest	401	-	401	97
-	-	-	-	-
Sub-total	401	307	93	-222
Total excluding Fund St Matthew's	27,988	8,828	19,160	9,059
Fund St Matthew's campaign (restricted fund)				
Grants made to school	-	34,741	-34,741	-39,736
Donations received	42,631	-	42,631	38,448
Sub-total	42,631	34,741	7,890	-1,288
Income and expenses from this account sheet but relating to prior year	-	-	-	-
TOTAL	70,618	43,569	27,050	7,771

ASSETS AND LIABILITIES AS OF 31ST AUGUST

	<u>2024-25</u>	<u>2023-24</u>
Cash Assets		
NatWest Current Balance	18,783	7,134
NatWest Savings Balance	28,098	12,697
Cheques written not yet cashed	-	-
Cash in hand (float)	120	120
Sub-total	47,001	19,952
Debtors (long-term)		
FilmBank deposit	150	150
Sub-total	150	150
Liabilities		
Sub-total	-	-
Total assets @31st Aug	47,151	20,102
Breakdown by fund		
Funding Shortfall campaign (restricted fund)	12,892	5,002
General fund	34,259	15,099

Check: movement in cash assets against net income	Cash assets (end of period)	47,001
	Cash assets (start of period)	19,952
	Movement in cash assets	27,050
	Net income	27,050
	Difference (should be zero)	0

Independent examiner's report to the trustees of St Matthew's PTA.

I report to the trustees on my examination of the accounts of St Matthew's PTA (the Trust) for the year ended 31st August 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').

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

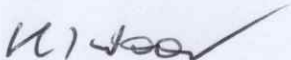
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed:



Name: Kevin Woor

Relevant professional qualification or membership of professional bodies (if any): FCCA

Address: 17 Ainsworth Place, Cambridge CB1 2PG

Date: 17 April 2026