

Chalford Hill PTA Treasurer's Report 2022-23

During the year £19,153.49 in net income was raised (compared to £13,862.54 the previous year) and £11,769.35 was donated to the school (compared to £10,722.12 the previous year) – as of the 31st August 2023.

Fundraising net income:

Bugsy in the Barn	£3,338.93
Bonfire	£2,898.55
Chalfest	£2,301.74
Scarecrow Trail	£1,765.58
Summer Fayre	£1,635.17
Christmas Fayre	£1,538.91
Salvation Army Bin (Old Neighbourhood)	£1,125.33
Cold Turkey Run	£981.77
Recycling Credits GCC	£944.18
School Disco	£581.44
Boot Sale	£521.56
School Lottery	£313.60
Terracycle	£252.21
Other Fundraising	£246.95
Welcome Back BBQ	£239.71
Amazon Smile	£183.66
Uniforms	£124.30
School Planners	£90.00
Chalfilm	£47.71
Easy Fundraising	£20.09
Recycle for Charity	£2.10
Total Income	£19,153.49

This was a 38% increase in net income compared to the previous year.

Comparisons in income raised to last year, by event, can be seen in Appendix A.

Donations to the school

The PTA made charitable donations to the school to fund the following:

School Trips	£3,500.00
Mural	£2,005.00
Forest School	£1,925.00
Books	£1,193.85
PurpleMash	£1,010.00
Woodland/School Field/Playground	£762.46
Parentkind Membership/Subscriptions/Parentmail	£680.00
Philosophy for Children	£500.00
School Leavers Presents	£118.08
Misc Items	£74.96
Total Donations to the School	£11,769.35

Reserves

At the end of the year (31st August 2023), funds held by the PTA totalled £23,141.86.

In a typical year, the PTA donates funding for recurring expenses, such as Purple Mash, Bikeability, school books, forest school sessions, school trips, Parentmail, brass lessons, leavers and Christmas gifts.

In the last year we have also contributed to one-off expense such as P4C training, playground resources and dictionaries.

In the last year we have also made the following funding commitments, costs to be incurred in the coming (23/24) year:

- School Trips £3,500
- Purple Mash £2,020 (for 3 years) (and £1,010 still owed from last year – awaiting invoice)
- Forest School £1,925
- Books £1,400 (for £200 x 7 classes)
- ParentMail £500
- Brass Lessons £399 (and £399 still owed from last year – awaiting invoice)
- Bikeability (YR5) £243 (and £243 still owed from last year – awaiting invoice)
- Insurance for woods (Mr Parrot) - £185
- ParentKind £140
- Leavers and Christmas Gifts – £118
- PTA magazine - £30

Note some of the costs above are based on amount paid last year as still waiting to find out how much they will cost for the upcoming year.

Signed by the Trustees:

Zoe Cox
Chair

Date

Mark Langer-Crame
Treasurer

Date

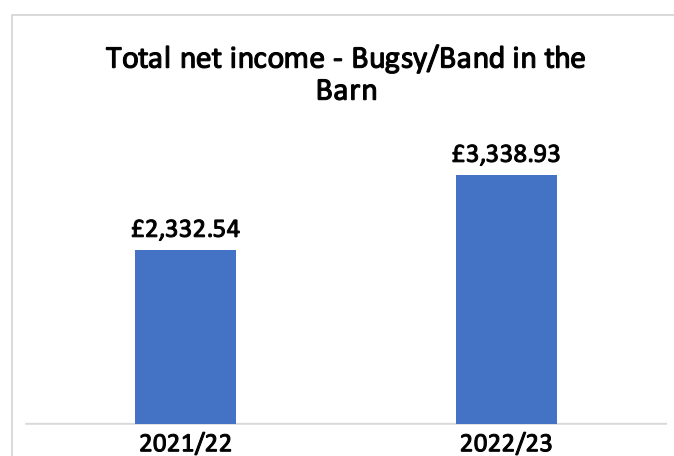
Lucy Collins
Secretary

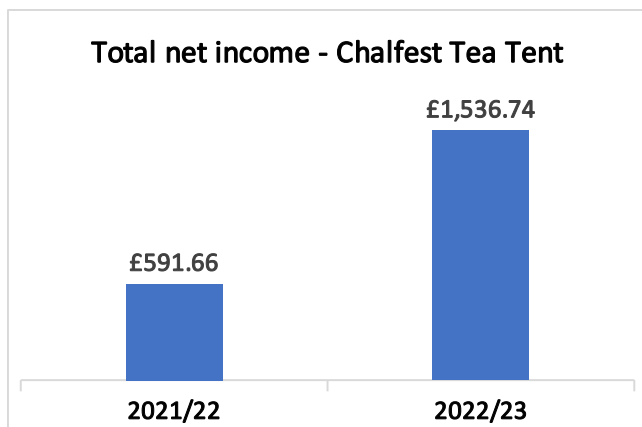
Date

Appendix A – total net income, by event – this year and last

Note can only compare back as far as last year as in 2020-21 only two events took place due to coronavirus (these two events have not taken place since).

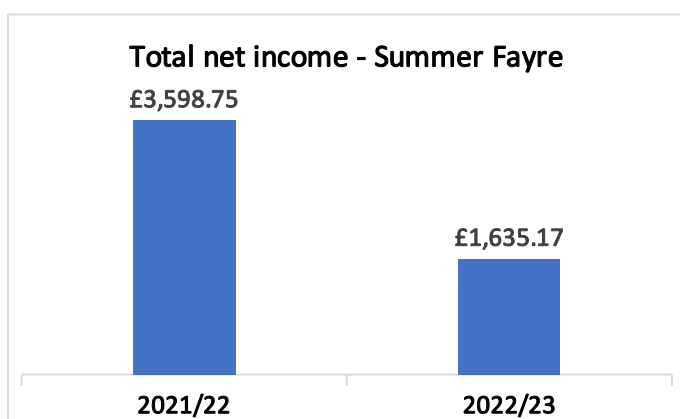
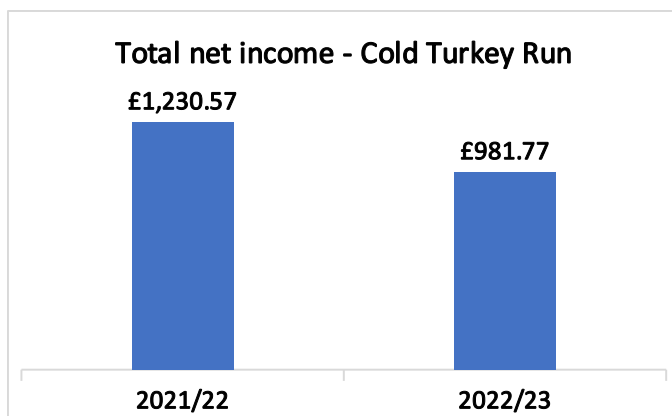
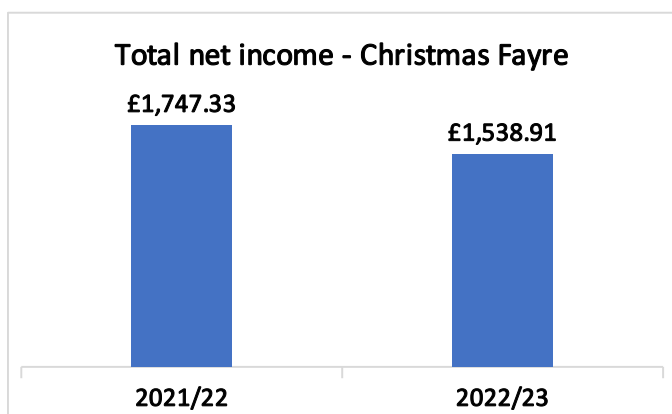
The following events saw an increase in income this year:

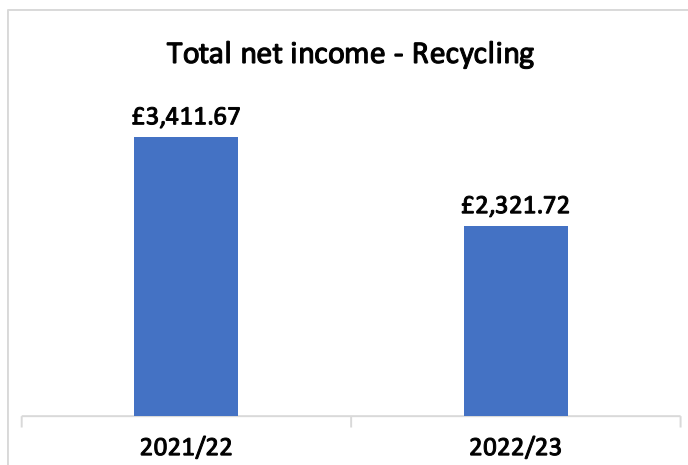




** Note for the Chalfest Tea Tent comparison I stripped out the £765 received for car parking in 2022/23 as this did not appear in the 2021/22 accounts. So this only looks at the tea tent for both years*

The following events saw a decrease in income this year:





** Note recycling includes Terracycle, the Salvation Army Bin (at the Old Neighbourhood) recycling Credits from GCC*

Summary of net income comparison 2021/22 and 2022/23

	2021/22	2022/23	Difference
Band/Bugsy in the Barn	£2,332.54	£3,338.93	£1,006.39
Chalfest Tea Tent	£591.66	£1,536.74	£945.08
Donations (Amazon Smile/Easy Fundraising)	£167.40	£203.75	£36.35
Uniforms	£95.50	£124.30	£28.80
Christmas Fayre	£1,747.33	£1,538.91	-£208.42
Cold Turkey Run	£1,230.57	£981.77	-£248.80
Recycling	£3,411.67	£2,321.72	-£1,089.95
Summer Fayre	£3,598.75	£1,635.17	-£1,963.58
Bonfire	-	£2,898.55	-
Scarecrow Trail	-	£1,765.58	-
School Disco	-	£581.44	-
Boot Sale	-	£521.56	-
School Lottery	-	£313.60	-
Other Fundraising	-	£246.95	-
Welcome Back BBQ	-	£239.71	-
School Planners	-	£90.00	-
Recycle for Charity	-	£2.10	-
Jubilee Party Stall	£460.10	-	-
Other (incl Carols and Y6 Parents' Drinks)	£227.02	-	-



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
Chalford Hill Country Primary School Parents and Teachers Association	296881

Receipts and payments accounts

For the period from	1/9/2022	To	31/8/2023
---------------------	----------	----	-----------



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 £
A1 Receipts				
Fundraising events	27,197	-	-	27,197
Second Hand Uniform	124	-	-	124
Recycling projects	2,221	-	-	2,221
School lottery	245	-	-	245
Other fundraising (e.g via Amazon Smile)	542	-	-	542
Chalford Parish Council Grant	-	288	-	288
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	30,329	288	-	30,617
(see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	30,329	288	-	30,617
A3 Payments				
Fundraising events - costs	11,586	-	-	11,586
Recycling projects	-	-	-	-
Administrations and other costs	426	-	-	426
Charitable donations to school	11,889	288	-	12,177
Sub total	23,901	288	-	24,189
A4 Asset and investment				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	23,901	288	-	24,189
Net of receipts/(payments)	6,428	-	-	6,428
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	16,714	-	-	16,714
Cash funds this year end	23,142	-	-	23,142

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £	Restricted to nearest £
B1 Cash funds	Bank Current account balance as 31 Aug 2023	23,142	-
		-	-
		-	-
	Total cash funds	23,142	-
	(agree balances with receipts and payments account(s))	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets	Details		
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities	Details	Fund to which	Amount due
			-
			-
			-
			-

Signed by one or two trustees on

Signature	Print Name
	Mark Langer-Crame
	Zoe Cox

CC16a

Last year

to the nearest £

16,389
96
3,412
167
150
-
-
-
20,214

-
-

20,214

6,201
-
716
10,190

17,107

-

17,107

3,107
-
16,714
19,821



**Endowment
to nearest £**

-
-
-
-

OK

**Endowment
funds**

to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-

When due



Date of approval
01/05/2024
5/5/2024

Chalford Hill Primary School PTA
Chalford Hill Primary School
Stroud
Gloucestershire
GL6 8LG

29th May 2024

Dear Zoe, Mark and Lucy

Independent examination for the year ended 31st August 2023

Nature and scope of the examination

I have been asked by you, as a trustee of a Chalford Hill Primary School Parents and Teachers Association, to examine the financial position and the related statement of activities for the years ended August 2023. The objective of the examination is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a report that includes my opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an independent examination will always detect a material misstatement when it exists.

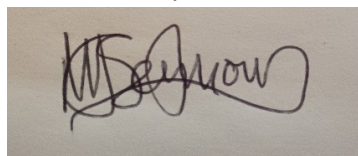
In accordance with the Ethical Standards imposed upon me, I must ensure that my independence is always maintained to enable me to form an objective opinion on the truth and fairness of the unaudited summary report. This examination includes an assessment of whether the accounting policies are appropriate to the association's circumstances and have been consistently applied and adequately disclosed, and to comment on the overall presentation of the financial report.

Opinion on financial statements

In my opinion the treasurer's report:

- give a true and fair view of the state of the association's affairs as at 31 August 2023 and of its surplus for the year then ended; and
- have been properly prepared in accordance with a cash accounting basis.
- The overall presentation of the financial report is clear and legible and suitable for the requirements of the Association and for audit purposes.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'M Seymour', is written over a light-colored rectangular background.

Michael Seymour

Accountant

mjseymour40@hotmail.com

Appendix 1 - Outcome of my work in the key areas of examination focus

Risk	Work undertaken	Outcome
<p>Incoming resources</p> <p>A significant proportion of income is made up of cash taken at various fundraising events, which is paid into the bank mainly through cash deposits or via Stripe/Sum Up.</p>	<p>I checked the amounts paid into the bank account matched those recorded as income on the financial statements for year ended 31 August 2023.</p>	<p>The income matched that recorded on the bank statement. It is difficult to test whether this accounted for all the income because I have little knowledge as to whether all cash receipts have been accounted for.</p> <p>Fund raising activities included bonfire night, summer fayre, scarecrow trail and a 'Bugsy in the Barn' party.</p> <p>No issues arose from the work undertaken and given the level of activity I am satisfied that the income does reflect that of the fund raising activities and events in the year.</p>
<p>Expenditure</p> <p>The expenditure is largely through the bank account using a mixture of cheques and bank transfers.</p>	<p>I checked that the expense recorded on the financial statements for year ended 31 August 2023 matched the money paid out of the bank account. I did check the largest invoices and receipts which were paid matched those on the bank account and report.</p>	<p>The expenses on the bank account did match those recorded on the financial statement.</p> <p>I asked for receipts for a selection of the largest payments, these were provided and corresponded to the events in the year.</p> <p>There is inherently some risk surrounding cash floats/expenses at events, but I am satisfied that sufficient processes are in place to ensure that these risks are kept to a minimum.</p>

Risk	Work undertaken	Outcome
<p>Financial statements</p>	<p>I checked the year end balance on the excel report reconciled to the balance on the financial statements for year ended 31 August 2023.</p>	<p>I am satisfied that the year end downloaded statements match the financial statements and the opening and closing positions on the accounts are all in agreement.</p> <p>PDF copies of the bank statements support the excel report in both the opening and closing balances.</p>