

# HAYES PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

England & Wales · Charity number 299114

## Details

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|             |   |
|-------------|---|
| Other names | HAYES PRIMARY SCHOOL PARENTS ASSOCIATION, HPSPA, HPSPTA |
| Status      | Registered  |
| Legal form  | Other   |
| Registered  | 1988-04-22  |
| Register    | <a href="#">View on the Charity Commission register</a> |

## Contact

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|         |   |
|---------|---|
| Address | Hayes Primary School<br>George Lane<br>Bromley<br>BR2 7LQ   |
| Phone   | 02084621769   |
| Email   | <a href="mailto:hpspta@hayes-pri.bromley.sch.uk">hpspta@hayes-pri.bromley.sch.uk</a>                  |
| Website | <a href="http://www.hayes-pri.bromley.sch.uk/pta.asp">http://www.hayes-pri.bromley.sch.uk/pta.asp</a> |

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS IN THE SCHOOL.

**Activities:** Throughout the school year the HPSPTA run a number of events to generate fund raising. These include a Summer Fete, a Christmas Fete, School Discos and a Fireworks Display. Additionally ad-hoc events / projects take place during the year that engage with the parents of the school and the local community.

## Classification

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

## Geography

- **Area of benefit:** CATCHMENT AREA OF THE SCHOOL
- Bromley

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-08-31 | £60,399 | £41,966     | -      | -         |
| 2024-08-31 | £50,480 | £68,265     | -      | -         |
| 2023-07-31 | £56,753 | £51,415     | -      | -         |
| 2022-07-31 | £40,025 | £28,342     | -      | -         |
| 2021-07-31 | £33,909 | £34,328     | -      | -         |

## Trustees

| Name                 | Role | Appointed  |
|----------------------|------|------------|
| Alayna Denny         |      | 2024-10-01 |
| Amy Hastie           |      | 2024-10-01 |
| Andy Denny           |      | 2024-10-01 |
| Ashley Irving        |      | 2024-10-01 |
| Claire Osborne       |      | 2024-10-01 |
| Edward Tory          |      | 2024-10-01 |
| Erin Savvides        |      | 2024-10-01 |
| Lauren Gore          |      | 2025-02-25 |
| Lisa Field           |      | 2024-10-01 |
| Lucy Bodycombe       |      | 2024-10-01 |
| Nicholas Mannoukas   |      | 2024-10-01 |
| Olivia Truelove-Dodd |      | 2024-10-01 |
| Sarah Warner         |      | 2024-10-01 |
| TRACY GRIFFIN        |      | 2024-10-01 |

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# Accounts

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## Hayes Primary School PTA | Treasurer Report

*Reporting Period: 1 September 2024 to 31 August 2025*

### Summary

For the reporting period, the PTA brought in an income of **£60,399** and spent **£41,966**, leaving a closing balance at 31 August 2025 of **£35,359** (brought forward balance of £16,927).

The current account balance, at the time of writing this report, is **£36,476**.

### Income Streams

The PTA successfully delivered a broad range of events and fundraising activities across the year. The key ones being:

- **Skyworks**, raising a profit of **£4,378**
- **Christmas Fayre**, raising profit of **£3,589**
- **Summer Fayre**, raising a profit of **£5,124**
- **The newly reformed Discos**, raising a profit of **£2,480**
- **Rainbow Run**, raising a profit of **£2,058**

Other, smaller fundraising events which also raised profits throughout the year are:-

- **Quiz** - £875
- **Easter Egg hunt** - £649
- **Mother's Day** - £385
- **Frozen Fridays** - £897

During the year, we introduced a Legoland discounted ticket price for the school and their families, which raised a profit of £882, and we continued with our popular Panto tickets.

We also received a grant from 'Tesco's' within the year of £5,000 which is to be used for EYFS and the shading and seating in the general outdoor area of the school. In this financial year, we have spent £3,410, leaving £1,589 left to spend as at 31 August 2025.

The Uniform Hut continues to be a consistently strong source of income for the PTA – generating a profit this year of **£5,822** vs £7,090 last year.

### Expenditure Streams

We have had some exciting school projects to fund for this year. Our school supplies expenditure totals **£8,898** (2024: £12,417), which consists of various projects; main ones being:-

- **Egyptian Day/workshop** - £1,180
- **Hi-Vis Vests for sport matches** - £1,152
- **Contribution to school trips** - £3,639
- **Play Leaders** - £2,080

I'd like to take this opportunity to thank all members of the PTA. We didn't just raise funds — we raised spirits, built community and we as a whole group have helped turn numbers into impact (whilst having fun!)

Signed: Olivia Truelove-Dodd

**Hayes Primary School Parent Teacher Association - Charity #299114**

**Income and Expenditure Statement 1 September 2024 to 31 August 2025**

**Opening Balance @ 1st September 2024**

Bank 16,926.52

**Total Opening Balance £16,927**

| Overall Figures                              | Income  | Expenditure | Surplus/Loss | Notes                              |
|--|---------|-------------|--------------|------------------------------------|
| Total Income                                 | £60,399 | -£41,966    | £18,432      |                                    |
| <b>Fundraising Activities &amp; Projects</b> |         |             |              |                                    |
| Skyworks - November 2024                     | £9,105  | -£4,728     | £4,378       |                                    |
| Christmas Fayre - December 2024              | £4,270  | -£681       | £3,589       |                                    |
| Parent Pay and Lottery donations             | £928    | £0          | £928         |                                    |
| Uniform Hut                                  | £11,918 | -£6,096     | £5,822       |                                    |
| Discos - February 2025                       | £3,717  | -£1,237     | £2,480       |                                    |
| Summer Fayre - June 2025                     | £8,497  | -£3,372     | £5,124       |                                    |
| Rainbow Run - September 2024                 | £2,826  | -£768       | £2,058       |                                    |
| Other Fundraising Activities                 | £14,138 | -£6,374     | £7,764       | <i>includes Panto and Legoland</i> |
| <b>Grants</b>                                |         |             |              |                                    |
| Tesco Grant for EYFS and outdoor area        | £5,000  | -£3,411     | £1,589       |                                    |

**Administrative Expenses**

PTA Supplies and Admin -£1,214 -£1,214 *includes new freezer, general shops to sell, new notice board, ParentKind membership*

**Contributions to the School**

School Supplies -£8,898 -£8,898 *See over sheet*

Forest School supplies -£383 -£383

School Trips -£3,639 -£3,639 *max.£650 per yr group*

Gardening expenses -£85 -£85

Wellbeing garden -£447 -£447

**Expenses for next year**

Fireworks - 2025 -£634 -£634

**Closing Balance @ 31st August 2025 £35,359**

Re: Hayes Primary School - PTA accounts



Julia Daniel <juliadaniel290@hotmail.com>

To: Olivia Truelove-Dodd



Sun 18/01/2026 17:53

You replied on Mon 19/01/2026 20:07

[View conversation](#)

Start reply with: [Thank you! You too!](#) [Wonderful, thank you!](#) [Great, thanks for letting me know!](#)

Hi Olivia,

Hope you've had a lovely weekend.

I've reviewed the accounts and everything appears to be in order.

Julia x

On 13 Jan 2026, at 13:36, Olivia Truelove-Dodd <Liv\_truelove@hotmail.com> wrote:

Thank you so much Julia.

Please find attached the accounts to 31 August 2025.

Many thanks,  
Olivia x

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# Accounts

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## Hayes Primary School PTA | Treasurer Report

*Reporting Period: 1 September 2023 to 31 August 2024*

### Summary

For the reporting period, the PTA brought in an income of **£50,763** and spent **£68,265**, leaving a closing balance at 31 August 2024 of **£16,927** (brought forward balance of £34,428).

The current account balance, at the time of writing this report, is **£20,901.31**. The difference due to additional income being received from the Panto tickets, the Rainbow Run income and a large amount of sales from the Uniform Hut.

### Income Streams

The PTA successfully delivered a broad range of events and fundraising activities across the year. The key ones being:

- **Fireworks**, raising a profit of **£3,328**
- **Christmas Fayre**, raising profit of **£4,680**
- **Boogie, Bounce and Bangers**, raising a profit of **£3,028**

Other, smaller fundraising events have raised a profit of £3,246; the most significant contributions are:

- **Halloween** - £327
- **Easter Egg hunt** - £742
- **Wonka** - £611
- **Valentines** - £299

The Churchill Theatre Panto for 2024 has already made a profit of **£694.60**, with additional income being collected in the 2024-2025 academic year.

Our online donations from ParentPay have decreased somewhat since last year – this year's donations total **£254.13** (last year was £1,605). This could be because of more fundraising events throughout the year so people giving this way.

The Uniform Hut continues to be a consistently strong source of income for the PTA – generating a profit this year of **£7,090** vs £3,047 last year.

### Expenditure Streams

We have had some big school projects to fund for this year, hence the large expenditure amount. Our school supplies expenditure totals £30,542, which consists of various projects; main ones being:-

- **New Library** - £6,450
- **Books** - £1,963.99
- **KS1 and KS2 playground markings** - £13,065
- **Contribution to school trips** - £2,870
- **Sensory Room** - £2,568

Signed: Olivia Truelove-Dodd

**Hayes Primary School Parent Teacher Association - Charity #299114**

**Income and Expenditure Statement 1 September 2023 to 31 August 2024**

**Opening Balance @ 1st September 2023**

Bank 34,428.28

**Total Opening Balance £34,428**

| <b>Overall Figures</b>                              | <b>Income</b> | <b>Expenditure</b> | <b>Surplus/Loss</b> | <b>Notes</b>   |
|---|---------------|--------------------|---------------------|--|
| Total Income  | £50,763       | -£68,265           | -£17,785            |  |
| LESS - Music Hub Account Transfer                   | -£283         | £0                 |                     |  |
| <b><u>Fundraising Activities &amp; Projects</u></b> |               |                    |                     |  |
| Fireworks   | £9,766        | -£6,438            | £3,328              |  |
| Christmas Fayre                                     | £7,142        | -£2,461            | £4,680              |  |
| Parent Pay donations                                | £254          |                    | £254                |  |
| Uniform Hut   | £11,118       | -£4,028            | £7,090              |  |
| Wonka   | £1,256        | -£645              | £611                |  |
| Panto   | £9,781        | -£9,086            | £695                | <i>More income being rec'd in 2024-2025</i>                    |
| Boogie, Bounce and Bangers                          | £5,095        | -£2,067            | £3,028              |  |
| Football Tournament                                 | £1,179        | -£450              | £729                |  |
| Other Fundraising Activities                        | £4,890        | -£1,858            | £3,032              |  |
| <b><u>Administrative Expenses</u></b>               |               |                    |                     |  |
| PTA Supplies and Admin                              |               | -£364              | -£364               | <i>Includes SumUp machines, BBQ gas, ParentKind membership</i> |

|                                |       |  |
|--------------------------------|-------|--|
| Next Years Events - Colour Run | -£620 | -£620 <i>Income rec'd 2024-2025 as event on 15/09/2024</i> |
|--------------------------------|-------|--|

**Contributions to the School**

|                 |          |                                |
|-----------------|----------|--------------------------------|
| School Supplies | -£30,828 | -£30,828 <i>See over sheet</i> |
|-----------------|----------|--------------------------------|

|               |       |       |
|---------------|-------|-------|
| Forest School | -£798 | -£798 |
|---------------|-------|-------|

|               |      |      |
|---------------|------|------|
| EYFS supplies | -£14 | -£14 |
|---------------|------|------|

|                    |       |       |
|--------------------|-------|-------|
| Gardening expenses | -£407 | -£407 |
|--------------------|-------|-------|

**2023 Activities**

|                         |         |  |
|-------------------------|---------|--|
| Churchill Theatre Panto | -£8,200 | -£8,200 <i>Income received pre July 2023</i> |
|-------------------------|---------|--|

|   |  |                |
|---|--|----------------|
| <b>Closing Balance @ 31st August 2024</b> |  | <b>£16,644</b> |
|---|--|----------------|

|  |  |      |
|--|--|------|
| Music Hub amounts not yet transferred over |  | £283 |
|--|--|------|

|   |  |                            |
|---|--|----------------------------|
| Agrees to bank statement as at 31 August 2024 |  | <hr/> <b>£16,927</b> <hr/> |
|---|--|----------------------------|

*Charity Number 299114*

Re: PTA Accounts



Julia Daniel <juliadaniel290@hotmail.com >

To: You

[← Reply](#) [↶ Reply all](#) [↷ Forward](#)  [⋮](#)

Sun 26/01/2025 20:43

Hi Olivia,

I have checked the attached accounts and they look all ok to me.

Thanks

Julia

On 23 Jan 2025, at 12:24, Olivia Truelove-Dodd <liv\_truelove@hotmail.com > wrote:

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# Accounts

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## Hayes Primary School PTA | Treasurer Report

*Reporting Period: 1<sup>st</sup> August 2022 to 31<sup>st</sup> July 2023*

### Summary

For the reporting period, excluding the Music Hub expenditure, the PTA brought in an income of **£56,753** and spent **£51,415**, leaving a closing balance at 31<sup>st</sup> July 2023 of **£34,655**.

In addition, £78,564 was transferred over from a separate Music Hub account, which was holding monies from fundraising in previous years. A total of **£85,282** was paid towards the Music Hub in the reporting period.

The current account balance, at the time of writing this report, is **£27,260**. The difference due to £8,200 being paid for pantomime tickets, as well as income and expenditure from the Uniform Hut.

### Income Streams

The PTA successfully delivered a broad range of events and fundraising activities across the year. The key ones being:

- **Colour Run**, raising a profit of **£3,140** - a significant boost from the previous year which brought in £850.
- **Fireworks**, raising a profit of £2,038; in line with the previous year.
- **Christmas Fayre**, raising profit of **£2,191**.

Other, smaller fundraising events have raised in total £5,255; the most significant contributions are:

- Discos £1,900
- Christmas Cards £1,600 (2022 and 2021)

Events including - Halloween trail, Snack Shack, Ice Creams, Fab Females, Make your own Pizza, Easter Cookies and Wonka Bars raised approximately **£1,750**

The Churchill Theatre Panto for 2023 made a profit of **£2,051** – this profit is not reflected in the accounts summary due to the expenses being incurred in September 2023.

We continue to a steady stream of funds come in via ParentPay (PTA Donations button), totalling to **£1605** this year vs £1,567 the previous year.

The Uniform Hut continues to be a consistently strong source of income for the PTA – generating a profit this year of **£3,047** vs £2,283 last year.

We also received **£827** from online sources: specifically: Easy Fundraising, Amazon Smile and Terracycle. It should be noted that Amazon Smile has recently discontinued, and we no longer support the Terracycle scheme.

## Expenditure

The PTA contributed **£8,577** to goods and equipment for the school; listed as follows:

| Item                     | £     |
|--------------------------|-------|
| Fish Tanks               | -159  |
| Playground equipment     | -905  |
| Book corner              | -700  |
| Playground Pals          | -480  |
| Inspirational Speaker    | -500  |
| Cinema Trip              | -80   |
| Playground equipment     | -55   |
| Playground pals badges   | -89   |
| Playground Pals Lanyards | -27   |
| Playground equipment     | -190  |
| Soil                     | -50   |
| Cinema trip              | -96   |
| Wellie Storage           | -2448 |
| Storage and padlocks     | -245  |
| Year 6 Ice Creams        | -200  |
| Garden Supplies          | -161  |
| Sand                     | -250  |
| Books                    | -908  |
| Candyfloss machine       | -210  |
| Black History Month      | -700  |
| Watering Cans            | -124  |

We also incurred some PTA expenses totalling to **£1,099**; this included **£840** for a new BBQ.

## Overall Conclusions & Recommendations

With close collaboration from the school this year, we have been able to make a big investment in goods and equipment that will benefit the children, which should continue to be the primary objective for our PTA. The breadth of fundraising activities that children, parents and carers have been able to get involved with, and the continued success of the Uniform Hut have made this another great year. Everyone involved, however big or small their contribution is greatly valued.

**Hayes Primary School Parent Teacher Association - Charity #299114**

**Income and Expenditure Statement 1 August 2022 to 31 July 2023**

**Opening Balance @ 1st August 2022**

Bank £29,317

**Total Opening Balance £29,317**

| <b>Overall Figures</b>                              | <b>Income</b> | <b>Expenditure</b> | <b>Surplus</b> | <b>Notes</b>   |
|---|---------------|--------------------|----------------|--|
| Total Income  | £135,317      | -£129,979          | £5,338         |  |
| LESS - Music Hub Account Transfer                   | £56,753       | -£51,415           | £5,338         | £78,564 was transferred from the Music Hub savings account and then paid to the school |
| <b><u>Fundraising Activities &amp; Projects</u></b> |               |                    |                |  |
| Colour Run  | £6,288        | -£3,148            | £3,140         | £250 from Sinclair Hamilton received in September '23                                  |
| Fireworks   | £8,674        | -£6,636            | £2,038         |  |
| Christmas Fayre                                     | £4,871        | -£2,681            | £2,191         |  |
| Online Fundraising                                  | £827          |                    | £827           |  |
| Uniform Hut   | £12,124       | -£9,076            | £3,047         |  |
| ParentPay Donations                                 | £1,605        |                    | £1,605         |  |
| Panto 2023  | £10,251       |                    | £10,251        | Costs paid September '23. Event profit = £2,051.34                                     |

|                              |        |         |        |
|------------------------------|--------|---------|--------|
| Other Fundraising Activities | £9,887 | -£4,633 | £5,255 |
|------------------------------|--------|---------|--------|

**Administrative Expenses**

|                        |  |         |         |                                     |
|------------------------|--|---------|---------|-------------------------------------|
| PTA Supplies and Admin |  | -£1,099 | -£1,099 | Includes Gazebo, lights, ParentKind |
|------------------------|--|---------|---------|-------------------------------------|

|                   |  |         |         |   |
|-------------------|--|---------|---------|---|
| Next Years Events |  | -£1,235 | -£1,235 | Income for these events, and further costs come in from Autumn 2022 |
|-------------------|--|---------|---------|---|

**Contributions to the School**

|                 |  |         |         |
|-----------------|--|---------|---------|
| School Supplies |  | -£8,577 | -£8,577 |
|-----------------|--|---------|---------|

|     |         |          |         |  |
|-----|---------|----------|---------|--|
| Hub | £78,564 | -£85,282 | -£6,718 | Income is a transfer in from the Music Hub Account |
|-----|---------|----------|---------|--|

**2022 Activities**

|                         |        |         |         |                               |
|-------------------------|--------|---------|---------|-------------------------------|
| Churchill Theatre Panto | £2,225 | -£7,238 | -£5,013 | Income received pre July 2022 |
|-------------------------|--------|---------|---------|-------------------------------|

**Misc**

|      |  |       |  |   |
|------|--|-------|--|---|
| Misc |  | -£373 |  | Funds came into ParentPay in error; this was a reversal of that back to the School (Godstone Farm Trip) |
|------|--|-------|--|---|

|   |  |  |                |
|---|--|--|----------------|
| <b>Closing Balance @ 31st July 2023</b> |  |  | <b>£34,655</b> |
|---|--|--|----------------|

*Charity Number 299114*

From: Julia Daniel <juliadaniel290@hotmail.com>

Sent: 05 June 2024 12:24

To: McKeogh, Claire

Subject: Re: PTA Accounts

Hi Claire,

All good now??

I have reviewed and accepted the accounts.

All the best

Julia

Sent from my iPhone

On 4 Jun 2024, at 12:12, McKeogh, Claire <mckeoghc@visa.com> wrote:

Hi Julia

I was holidaying last week, with no wifi, so apologies for the delay coming back to you.

You do have an eagle eye – thank you for spotting that error. I can see why it was, and I've made a note of that in the front page, and corrected it.

A huge thank you for spending the time looking at this – if you wouldn't mind replying to this confirming that you have reviewed and accepted these. That will

meet the requirements for the Charity Commission

All the best

Claire

From: Julia Daniel <juliadaniel290@hotmail.com>

Sent: Monday, May 27, 2024 2:51 PM

To: McKeogh, Claire <mckeoghc@visa.com>

Subject: Re: PTA Accounts

Hi Claire,

On the submission sheet, the total expenditure at the top is £129,979, but the break-down totals to £129,606. This variance of £373 relates to the payment to Spring Partnership on 14th Sep 22.

Lindsay's eagle eye also spotted that you have written Primate instead of Primary in the title on the submission sheet.

Everything else looks fine, so happy to sign off once the submission sheet agrees, let me know what I need to do.

Thanks

Julia

On 24 May 2024, at 16:08, McKeogh, Claire

<mckeoghc@visa.com> wrote:

Hi Julia

Thank you so much for checking our accounts for the Hayes Primary School Parent Teachers Association

Please find attached the Accounts Summary; and some pointers here:

1. Tab "For Submission" is what will be submitted to the Charity Commission
2. That tab feeds from "Accounts Pivot"
3. The "Master" tab is a full list of all of the expenses/income

A note on Music Hub Account Transfer

We had some funds sitting in a savings account – that was transferred into this main account (£78,564). We then we paid out that, plus some extra from our account – totalling to £85,282. Those funds went to a specific "music hub" project.

So - the total income into the account, including that 78k transfer is £135k, but given that those funds came in then went out again, I've then shown a separate Total Income figure of £56,753.

Equally, on the expenditure side, to total expenditure is £129; but when you take out that transfer of £78k, it is £51k.

I just wanted to show both views.

Hopefully everything is clear,

Thank you

Claire

<PTA Accounts 22-23 at 20 Sept 23.xlsx>

<Copy of PTA Accounts 22-23 at 20 Sept 23.xlsx>

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# Accounts

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**Hayes Primate School Parent Teacher Association - Charity #299114**

**Income and Expenditure Statement 1 August 2021 to 31 July 2022**

**Opening Balance @ 1st August 2021**

Bank £17,634

**Total Opening Balance £17,634**

| <b>Overall Figures</b> | <b>Income</b> | <b>Expenditure</b> | <b>Surplus</b> | <b>Notes</b> |
|------------------------|---------------|--------------------|----------------|--------------|
|------------------------|---------------|--------------------|----------------|--------------|

|              |         |          |         |  |
|--------------|---------|----------|---------|--|
| Total Income | £40,025 | -£28,342 | £11,683 |  |
|--------------|---------|----------|---------|--|

**Fundraising Activities & Projects**

|        |        |         |        |  |
|--------|--------|---------|--------|--|
| Circus | £7,171 | -£6,128 | £1,042 |  |
|--------|--------|---------|--------|--|

|            |        |       |      |  |
|------------|--------|-------|------|--|
| Colour Run | £1,680 | -£854 | £825 |  |
|------------|--------|-------|------|--|

|           |         |         |        |  |
|-----------|---------|---------|--------|--|
| Fireworks | £10,501 | -£8,476 | £2,025 |  |
|-----------|---------|---------|--------|--|

|                    |      |  |      |  |
|--------------------|------|--|------|--|
| Online Fundraising | £383 |  | £383 |  |
|--------------------|------|--|------|--|

|             |         |         |        |  |
|-------------|---------|---------|--------|--|
| Uniform Hut | £11,273 | -£8,990 | £2,283 |  |
|-------------|---------|---------|--------|--|

|                   |        |  |        |  |
|-------------------|--------|--|--------|--|
| ParentPay & Other | £1,567 |  | £1,567 |  |
|-------------------|--------|--|--------|--|

**Administrative Expenses**

|                        |    |       |       |                                     |
|------------------------|----|-------|-------|-------------------------------------|
| PTA Supplies and Admin | £1 | -£782 | -£781 | Includes Gazebo, lights, ParentKind |
|------------------------|----|-------|-------|-------------------------------------|

|              |  |       |       |   |
|--------------|--|-------|-------|---|
| Disco (2022) |  | -£210 | -£210 | Income for these events, and further costs come in from Autumn 2022 |
|--------------|--|-------|-------|---|

**Contributions to the School**

|                         |      |       |       |  |
|-------------------------|------|-------|-------|--|
| Online Panto and Extras |      | -£615 | -£615 |  |
| School Garden Supplies  |      | -£367 | -£367 |  |
| Books                   |      | -£231 | -£231 |  |
| Sports Equipment        |      | -£867 | -£867 |  |
| Other School Supplies   | £150 | -£640 | -£490 | Dslexia training pass through (hence cost) |

**Other**

|                         |        |       |        |   |
|-------------------------|--------|-------|--------|---|
| Churchill Theatre Panto | £7,300 | -£181 | £7,119 | 2022 Panto paid for in October '22. This is a non-profit activity |
|-------------------------|--------|-------|--------|---|

**Closing Balance @ 31st July 2022** **£29,317**

*Charity Number 299114*

## Chair and Treasurer Sign Off



Hayes Primary School Parents Teachers Association  
George Lane  
Hayes  
Kent  
BR2 7LQ  
June 2021

Charity Number: 299114

To whom it may concern,

The accounts for 2021 - 2022 have been independently reviewed and verified, and signed off by the  
PTA Chair

Amy Gouldsmith

Interim PTA Chair



Hayes Primary School Parents Teachers Association  
George Lane  
Hayes  
Kent  
BR2 7LQ  
June 2021

Charity Number: 299114

To whom it may concern,

The accounts for 2021 - 2022 have been independently reviewed and verified, and signed off by the  
PTA Chair

Claire McKeogh

PTA Treasurer

## Independent Accountant Sign Off

RE: PTA Accounts



Gibson, Alastair

To McKeogh, Claire

Not Classified

Start your reply all with: [Great, thanks for confirming!](#) [Thank you!](#) [Perfect, thank you!](#) Feedback

These accounts look correct.

Al Gibson  
FCCA

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**From:** McKeogh, Claire <[mckeogh@visa.com](mailto:mckeogh@visa.com)>  
**Sent:** 25 May 2023 15:29  
**To:** Gibson, Alastair <[GibsonA@visa.com](mailto:GibsonA@visa.com)>  
**Subject:** PTA Accounts

Hi Al

As mentioned, could you kindly take a look at our accounts, to ensure they've been verified by a qualified accountant

The first tab : FOR SUBMISSION, is what will be submitted to the Charity Commission. The underlying data is in the Master tab

Happy to answer any questions

Thanks a million

Claire

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# Accounts

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**Hayes Primate School Parent Teacher Association - Charity #299114**

**Income and Expenditure Statement 1 August 2020 to 31 July 2021**

**Opening Balance @ 1st August 2020**

Bank £18,052.10

**Total Opening Balance £18,052.10**

| <b>Overall Figures</b> | <b>Income</b> | <b>Expenditure</b> | <b>Surplus</b> | <b>Notes</b> |
|------------------------|---------------|--------------------|----------------|--------------|
|------------------------|---------------|--------------------|----------------|--------------|

|              |            |             |          |  |
|--------------|------------|-------------|----------|--|
| Total Income | £33,909.25 | -£34,327.60 | -£418.35 |  |
|--------------|------------|-------------|----------|--|

**Fundraising Activities & Projects**

|             |            |             |         |  |
|-------------|------------|-------------|---------|--|
| Uniform Hut | £18,864.03 | -£18,010.94 | £853.09 |  |
|-------------|------------|-------------|---------|--|

|                 |           |            |          |  |
|-----------------|-----------|------------|----------|--|
| Christmas Panto | £6,051.19 | -£6,540.80 | -£489.61 |  |
|-----------------|-----------|------------|----------|--|

|                 |         |       |         |  |
|-----------------|---------|-------|---------|--|
| Christmas cards | £939.50 | £0.00 | £939.50 |  |
|-----------------|---------|-------|---------|--|

|            |           |            |           |  |
|------------|-----------|------------|-----------|--|
| Tea Towels | £3,511.03 | -£2,059.56 | £1,451.47 |  |
|------------|-----------|------------|-----------|--|

|                              |           |  |           |  |
|------------------------------|-----------|--|-----------|--|
| Donations (including online) | £1,023.27 |  | £1,023.27 |  |
|------------------------------|-----------|--|-----------|--|

|                         |           |  |           |  |
|-------------------------|-----------|--|-----------|--|
| Small-Scale fundraising | £1,913.16 |  | £1,913.16 | <i>Includes ice cream sales, trails, end of term activities, own clothes day etc</i> |
|-------------------------|-----------|--|-----------|--|

**Administrative Expenses**

|                |  |          |          |  |
|----------------|--|----------|----------|--|
| Admin Expenses |  | -£343.00 | -£343.00 |  |
|----------------|--|----------|----------|--|

**Contributions to the School**

|                              |         |            |            |                     |
|------------------------------|---------|------------|------------|---------------------|
| Food Bank                    |         | -£493.40   | -£493.40   |                     |
| Refurbishment of Uniform Hut |         | -£540.75   | -£540.75   |                     |
| School Supplies              |         | -£1,682.26 | -£1,682.26 |                     |
| School Grounds               |         | -£1,998.65 | -£1,998.65 |                     |
| Online Panto                 |         | -£551.16   | -£551.16   |                     |
| Chrome Books                 | 1071.92 | -£1,071.93 | -£0.01     | <i>Pass-through</i> |

**Charity Donations**

|                            |         |          |          |  |
|----------------------------|---------|----------|----------|--|
| WWF                        |         | -£500.00 | -£500.00 | <i>From previous year's activities</i> |
| Childrens Hospital Pyjamas | £535.15 | -£535.15 |          | <i>Pass-through</i>                    |

**Closing Balance @ 31st July 2021**

**£17,633.75**

*Charity Number 299114*

## RE: Hayes Primary School PTA Accounts - For Audit



Gibson, Alastair  
To ● McKeogh, Claire

Not Classified

I have checked these accounts and happy to agree/sign them off

Alastair Gibson  
FCCA

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**From:** McKeogh, Claire <[mckeoghc@visa.com](mailto:mckeoghc@visa.com)>  
**Sent:** 08 June 2022 22:20  
**To:** Gibson, Alastair <[GibsonA@visa.com](mailto:GibsonA@visa.com)>  
**Subject:** Hayes Primary School PTA Accounts - For Audit

Hi Al

As mentioned, would you mind please auditing our accounts again, as you did last year

Attached are the accounts for the period 1<sup>st</sup> August 2020 to 31<sup>st</sup> July 2021. For Hayes Primary School Parent and Teachers Association. Charity Number 299114.

The Excel contains 4 tabs:

1. Account Summary – (see word document attached for previous year as an example for comparison)
2. Pivot (Don't adjust) – This feeds directly into the Account Summary, so if you adjust the view, it may stop the formulas coming through
3. All transactions – contains a full list of income / expenditure

Could you please audit, to fulfil the requirements for the Charity Commission. For reference are the previous years accounts.

Thanks so much

Claire





Hayes Primary School Parents Teachers Association

George Lane

Hayes

Kent

BR2 7LQ

June 2021

Charity Number: 299114

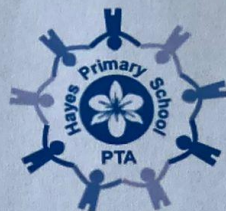
To whom it may concern,

The accounts for 2020 – 2021 have been independently reviewed and verified, and signed off by the PTA Chair

Claire McKeogh

A handwritten signature in black ink, appearing to read "C. McKeogh".

PTA Treasurer



Hayes Primary School Parents Teachers Association

George Lane

Hayes

Kent

BR2 7LQ

June 2021

Charity Number: 299114

To whom it may concern,

The accounts for 2020 – 2021 have been independently reviewed and verified, and signed off by the  
PTA Chair

Caroline Lewis

PTA Chair