



Lady Boswell's School Parent Teacher Association

Registered charity no. 1034344

Report and Accounts

1 September 2018 – 31 August 2019

Your PTA's donations to the school totalled £15,381 in the 2018-19 academic year. Thank you for supporting our fundraising events which raised a record-breaking £28,104. Here's what we bought for the school!

Sound system for school hall

£4,500

Used for assemblies, plays, visiting speakers



Maths Resources

£3,011

Maths equipment and books



PE Equipment

£1,621

Netballs, footballs, goal posts, hockey and tennis equipment



Enrichment Days

£2,839

Each year group received funding for a topic-related Enrichment Day



Year 4: Saxon Day

Year 2: Great Fire of London Day
Year 4: Saxon Day
Year 5: Greek Day

Year R: Dinosaur Day



Year 6: Spy Day

Science Week £838



World War 1 Commemorative Day
Whole School

£599



Structure, Governance and Objectives

Lady Boswell's Parent Teacher Association is an association of which all parents/carers of pupils and teaching and non-teaching staff of Lady Boswell's Primary School are automatically members. It is governed by its constitution adopted on 6th June 2017, which is based on the PTA-UK model constitution.

The Committee is elected from the membership (having been nominated and seconded by individual members). The Committee who served during the period were: Sharon Saunders (Chair), Louisa Scott (Vice Chair), Sarah Tayton (Treasurer), Anna Catherall, Mark Coxon, Magda Muscar, Kate O'Gram, Sarah O'Prey, Ros Taylor, Jennifer Toms.

The objective of Lady Boswell's PTA is to advance the education of the pupils of Lady Boswell's C.E. Primary School by fundraising to provide activities and facilities (not normally provided by the Local Education Authority). When planning our activities for the year, the Committee has considered the Charity Commission's guidance on public benefit. In particular our activities help to:

- encourage parents to become involved in their children's education
- provide goods and services to support the school and advance the education of the pupils
- provide social events for parents and pupils to build and maintain the school community
- develop and maintain the school's links with the local or an extended community
- develop effective relationships with parents.

Headteacher's Thanks

As a School, Lady Boswell's has so much to be thankful for. In particular, I know that we are truly blessed to have such a tenacious, proactive and creative PTA. Although their work continues to include traditional events such as the Christmas and Summer Fair, the PTA members, with the support of the Class Representatives, display enormous imagination in finding wonderful new ways to bring a fresh eye to these occasions, and to offer new and exciting ways to fundraise. Not only do these events provide much needed funding to support the School, but they also help to enhance a strong sense of school community.

As you will see from this set of Report and Accounts, the PTA raised an incredible £28,104 offering us much needed equipment and one-off learning experiences for the children, all of which would be impossible for the School to fund. The children's school life and education is greatly enhanced by their work and the support of these initiatives by our parents/carers. This year, we have been particularly grateful, for the provision of a new sound system in the main hall; School worship and other gatherings have been significantly enhanced with this much-needed upgrade. As you look around the School, everywhere there is evidence of the PTA's contribution, photos of which the PTA are sharing with you through this set of Report and Accounts.

This year I would like to extend a special thanks to Louisa Scott who steps down after five years on the PTA Committee, including three years as Vice Chair. Under her direction, the Committee donated over £65,000 to the School and undertook a complete regeneration of our KS1 playground that transformed it into a safe and exciting, all-weather play area for the whole school to enjoy.

As ever, the PTA are always thrilled to welcome fresh minds and new ideas. If you can offer them any support, please do get in touch with them and help them to further enhance the support that the PTA extends to the children in the School.

A heartfelt 'thank you' from every child, staff member and governor, to the PTA and those who support their endeavours.

Sharon Saunders, Headteacher

Review of the Year 2018-19

The Committee is pleased to report a fundraising total for the academic year of £28,104 and donations to school of £15,381.

Fundraising

This was a very successful fundraising year as we held our bi-annual Summer Ball & Silent Auction; Lady Boswell's parents enjoyed a wonderful evening of dinner and dancing at St Julians Club and raised £7,908. For the first time, we participated in the My Art Project Christmas card scheme that enables parents to buy cards and Christmas gifts designed by their children. The well attended Christmas Fair raised £6,480 and the Summer Fair £4,901. Our Quiz Night (£1,507) and the Playground Cake and Uniform Sales (£1,696) remained very popular events. In September 2018 our Dragon Boat Race teams did us proud at Bewl Water, raising sponsorship of £1,450. We held two Children's Film Nights, raising £988. Together our Mother's Day and Father's Day Shops raised £1,089 and the website *easyfundraising*, sale of Rotary Club fireworks tickets and subscriptions to the *Grow Your Tenner* scheme, further funds.

The Committee works very hard at organising these events and is pleased that the support received enables the parent body to make a positive contribution to the facilities available to our children. Thank you to all the families who attended the many events throughout the year and to all those parents who helped out.

Donations to School

These accounts show the analysis of the £15,381 donations to school in 2018-19 and many are pictured.

Outdoors: PE Equipment £1,621, KS2 Playground Resources £376

School Life: Sound system for school hall £4,500, School maths resources £3,011, Science Week £838, World War 1 Commemorative Day £599, KS2 Reading Books £132, Easter Prayer Day £200,

Enrichment Experiences: Dinosaur Day £500, Spy Day £390, Greek Day £500, Saxon Day £500, Great Fire of London Day £500, Egyptian Day £500

Other: Parentmail 2018-19 £500, School Badges £275, Contribution to 2018 & 2019 Y6 Leavers' books £300, storage shed £190

At the start of the current financial year, 1 September 2018, the PTA held £17,252 on deposit in interest bearing accounts with The Charities Aid Foundation (CAF). At 31 August 2019 this figure was £25,858. The Committee continues to work closely with the school to agree how funds should be spent and over £20,000 has already been allocated so far in the 2019/20 academic year. The Committee holds the principle that monies raised should be spent within a reasonable time and in a way that can best benefit the pupils and the school.

Sarah Tayton, PTA Treasurer

Get Involved!

Getting involved with, supporting and volunteering your help for PTA events is fulfilling, a lot of fun and is vitally important for the school. All of the children at Lady Boswell's benefit from PTA events and fundraising. You do not need to be on the Committee to get involved, you can offer to be a 'Friend of the PTA'. Friends provide support for PTA events but they do not normally attend Committee meetings (which take place once a term). Please contact the PTA by email at: ladyboswellspta@googlemail.com

We actively encourage open dialogue so that all parents can 'have their say'. **In the last ten years your PTA has helped parents raise over £200,000 for the school.**

Matched Funding

This is a fantastic scheme whereby employers provide funding for charitable organisations such as the PTA through their employees. It is a very simple yet immensely valuable resource from which extra funding can be raised for our school. In most cases, the company will match pound for pound up to a maximum level per employee each year. We are fortunate to have parents at the school working for companies such as Barclays, RBS, HSBC, BNP Paribas, Direct Line who have accessed thousands of pounds for the PTA in recent years. There are many more companies using the scheme so please contact your Human Resources department to find out if they do. If so, please email us at ladyboswellspta@googlemail.com so that we can build a database and hopefully access this funding.

PTA Website

The PTA website www.pta-events.co.uk/lady-boswells allows parents to buy merchandise and book tickets for PTA events directly online. If you haven't yet registered on the PTA website, please do so now.
<http://www.pta-events.co.uk/lady-boswells>

All products and tickets for PTA events are sold via the website and this has made us a much more efficient organisation.

Easyfundraising

To date we have raised over £5,000 via www.easyfundraising.org.uk, an excellent FREE service where you can shop with your favourite online stores and at the same time, at no cost to you, raise funds for Lady Boswell's. If you shop online and have not yet registered, please do so now – we are missing out on free money!



Register your cause as Lady Boswell's School – Sevenoaks and upload the 'Donation Reminder' so you never miss a donation.

Lady Boswell's School Parent Teacher Association

Registered Charity No.:
1034344

Financial Statements

1st September 2018 to 31st August 2019

Income & Expenditure

	Income	Expenditure	Surplus/Deficit	Previous year 2017/18
Fundraising				
Cake and Uniform Sales	1,696	0	1,696	1,696
Film Nights	1,026	-38	988	689
Dragon Boat 2018	1,810	-360	1,450	1,202
Easyfundraising	694	0	694	610
Father's Day	1,348	-672	677	805
Fireworks	950	-760	190	161
Localgiving Grow Your Tenner	850	-96	754	1,992
Christmas Card Project	448	0	448	484
Mothers Day	1,566	-1,153	412	681
Quiz Night	2,594	-1,087	1,507	2,037
Summer Fair	5,582	-681	4,901	4,275
Christmas Fair	6,701	-222	6,480	5,400
Summer Ball & Silent Auction	15,959	-8,051	7,908	n/a
	41,224	-13,120	28,104	20,031
	0			
Other Items				
Tesco Bags of Change grant	0	0	0	2,000
Charges on CAF Bank accounts (1)	0	-60	-60	-60
Parentkind Insurance & Membership (2)	0	-105	-105	-105
PTA Website host	0	-300	-300	-300
PTA First Aid Training	0	0	0	-100
Sundry Equipment and Supplies	0	-141	-141	-71
	0	-606	-606	1,364
Surplus 2018/19 before Donations to School	41,224	-13,726	27,498	21,394
Donations to School			-15,381	
Change in Net Assets			12,116	

Statement of assets and liabilities as at 31st August 2019

	As at 31/8/19	As at 31/8/18	Change
ASSETS			
Cash Held in CAF Bank Accounts	25,858	17,252	
Prepayment - Midsummer Ball 2019	-	300	-18,898
Prepayment - Happy's Circus 2020	84		
	25,942	17,552	
LIABILITIES			
Accrued Expense	0	-3,517	
Cheques Outstanding	0	-209	
NET ASSETS	25,942	13,826	12,116

Fifteen Year Summary		
	Fundraising	Donations to School
2018/19	28,104	15,381
2017/18	20,031	18,397
2016/17	28,676	31,737
2015/16	14,569	9,600
2014/15	24,895	25,389
2013/14	27,999	38,519
2012/13	12,382	8,017
2011/12	19,651	13,320
2010/11	18,790	15,794
2009/10	9,301	13,322
2008/09	7,091	4,328
2007/08	10,457	7,473
2006/07	4,554	5,975
2005/06	7,850	5,995
2004/05	4,942	7,223
2003/04	4,534	2,548
2002/03	6,150	-

NOTES TO THE ACCOUNTS

(1) CAF - Charities Aid Foundation

(2) Parentkind is the national association of Parent Teacher Associations

Analysis of Donations to the School 2018-19

Outdoors

KS2 Playground Resources	376	
PE equipment	1,621	
	<u>1,998</u>	Total Outdoors

Enrichment Days

Year R Dinosaur Day	449	
Year 2 Great Fire of London Day	500	
Year 3 Egyptian Day	500	
Year 4 Saxon Day	500	
Year 5 Greeks Day	500	
Year 6 Spy Day	390	
	<u>2,839</u>	Total Enrichment Days

School Life

Whole School Maths Resources	3,011	
Sound System for school hall	4,500	
KS2 Class Reading Books	132	
Easter Prayer Day	200	
World War 1 Whole School Day	599	
Science Week	838	
	<u>9,280</u>	Total School Life

Other

Parentmail contribution	500	
Contribution to Year 6 Leavers' book (1)	300	
School badges	275	
Storage shed	190	
	<u>1,265</u>	Total Other

Total Donations to School 2018-19	15,381
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(1) Includes contributions for 2018 and 2019 Leavers.

Report and Accounts Produced by

Sarah Tayton, Treasurer

28th April 2020

Accounts examined and approved by



Robert Trifiletti

27th May 2020

Independent examiner's report to the Trustees of Lady Boswell's School Parent Teacher Association

I report to the trustees on my examination of the accounts of Lady Boswell's School Parent Teacher Association (the Trust) for the year ended 31 August 2019, which are set out on pages 1 to 3.

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 Trustee'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 2011 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:

- a) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- b) 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: Roberto Giuseppe Trifiletti

ICAEW, Member number: 8462604

Address: 20 Garth Road, Sevenoaks, KENT, TN13 1RT

Date: 27th May 2020