

## **Chiswick School PTA**

**AGM 14 October 2019**

### **Chair Report Academic Year 2018/2019**

2019 has proved to be yet another profitable year for the Chiswick School PTA with the Car Boot Sales continuing to be the main source of income with a few other PTA events organised in addition.

A new format was tried for the Quiz Night with limited success, the PTA used to rely on alcohol sales at such events but we have found these are less popular. The core committee members do regularly discuss additional fundraising ideas and ways to involve more parents, but attracting new volunteers remains challenging. The latter has led to the PTA no longer providing refreshments to teachers and visitors during open evenings and parent evenings. With the help of school staff we attempted to handover this service to the sixth form to allow them to develop a fundraising source. Uptake & sales were unpredictable however, and it was the same few students running these events. They did so enthusiastically, but these students have now left the school and it is up to the current sixth form students to take this further if they so wish. The PTA remains willing to help support the sixth formers where needed.

One very successful new fundraising event was set up by a parent and Car Boot Co-ordinator, namely the second-hand uniform sale. An event that is common in many schools was absent at Chiswick and through sheer determination the event was pulled off and an enormous success. The next sale is due very soon and I hope this will continue to be a regular fixture in the Chiswick School calendar.

The PTA is currently in dire need of new volunteers to remain an effective body of support within the school. After several years of service the Treasurer and myself are stepping down. The Secretary too is looking to share her responsibilities as she has been successfully elected as one of the school governors. We are grateful to have found a new Chair, Vernee Samuel, and are now looking for a new Treasurer and Trustees as several Trustees have stepped down after their children have left the school for further education. None of the roles take up much time, so please contact us to help out.

The new leadership teams under the guidance of the new Head Teacher have embraced the PTA and more departments, teachers, staff and students are aware of the PTA contributions and its potential. We have had to actively pursue certain departments to submit PTA bids for contributions towards student enriching expenditure, as some staff seemed to have limited awareness of this resource. As a result, the PTA has large reserves in the bank account and we are currently in discussions with the school as to how the PTA can best contribute towards large capital expenditure that benefits the students and enriches their experience within the remit of our spending policies.

I am very grateful for all the time and effort put in by those stepping down and am grateful to everyone who contributes to the PTA. Thank you so much, we simply cannot do this without your support.

The school appears to brim with a newfound energy and is moving at a fast pace towards a bright and inspiring future. I wish the PTA and all its contributors, the school staff members and of course the wonderful students much success on this exciting journey.

Amber In der Rieden  
Outgoing Chair Chiswick School PTA

Chiswick School PTAStatement of Income and Expenditure  
Year ended 31 July 2019

	Current Account £	Deposit Account £	Car Boot Float	Treasurer Float	Total £
<b>Opening balances</b>	<b>32,372.38</b>	<b>50,469.89</b>	<b>1,180.00</b>	<b>130.20</b>	<b>84,152.47</b>
<u>Income</u>					
Car boot sales	70,435.18		600.00		71,035.18
Friends fundraising/Easy fundraising	539.30				539.30
Arts Festival (previous year)	561.00				561.00
Arts Festival (current year)					0.00
Quiz night (previous year)	320.00				320.00
Quiz night (current year)	806.83			500.80	1,307.63
Parent donations	0.00				0.00
School Uniform Sale				386.00	386.00
Interest		122.13			122.13
<b>Total Income</b>	<b>72,662.31</b>	<b>122.13</b>	<b>600.00</b>	<b>886.80</b>	<b>74,271.24</b>
<u>Expenditure</u>					
Donations to Chiswick School	(74,599.84)				(74,599.84)
Arts Festival (previous year)	(2,150.72)				(2,150.72)
Arts Festival (current year)	(456.72)				(456.72)
Quiz Night	(327.94)				(327.94)
Sundry	(641.29)			(163.32)	(804.61)
Float	(875.00)				(875.00)
Bank charges	(95.57)				(95.57)
<b>Total Expenditure</b>	<b>(79,147.08)</b>	<b>0.00</b>	<b>0.00</b>	<b>(163.32)</b>	<b>(77,159.68)</b>
Transfer to Current account	40,000.00	(40,000.00)			0.00
Net movement between accounts	33,515.23	(39,877.87)	600.00	723.48	(5,039.16)
<b>Closing balances</b>	<b>65,887.61</b>	<b>10,592.02</b>	<b>1,780.00</b>	<b>853.68</b>	<b>79,113.31</b>
Check	65,887.61	10,592.02	1,780.00	853.60	
	-			0.08	
<b>Combined balance</b>	<b>£ 76,479.63</b>				
Additional cash:					
Car Boot Float	£ 1,780.00				
Treasurer Float	£ 853.60				
<b>Grand Total</b>	<b>£ 79,113.23</b>				
<b>Bids outstanding</b>	<b>£ 10,150.25</b>				
<b>Funds available</b>	<b>£ 68,962.98</b>				



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Chiswick Community PTA

**On accounts for the year  
ended**

31<sup>st</sup> July 2019

**Charity no  
(if any)**

1113523

**Set out on pages**

1 to 3

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:** TBC

**Date:**

**Name:**

**Relevant professional  
qualification(s) or body  
(if any):**

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**Address:**


**Section B**

**Disclosure**

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 details of any items that the examiner wishes to disclose.**