



## Trustees' Annual Report for the period

From **01/09/2018**  
**31/08/2019**

Period start date **To**  
Period end date

**Charity name: The Tunbury School Association**

**Charity registration number:1005560**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To advance the education of pupils in the school in particular by: developing effective relationships between the staff, parents and others associated with the school; engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils. Raising funds for Tunbury Primary School so that our children's learning and surroundings can be further enhanced outside of any authority budgets. The money we raise is spent on equipment, resources and experiences that benefit the school and its pupils. Funds raised by the TSA are intended to provide 'extras' not already provided by the school's main income, and we strive to support ways to make learning more interesting and exciting. We aim to provide equitable funding throughout the school to support each child's learning journey whilst facilitating their physical, psychological and social development.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the	Para 1.17 and 1.19	<p>Key highlights of the year include:</p> <ul style="list-style-type: none"><li>•The introduction of two new events, the Magic Show and The two Wine and Wisdom evenings.</li><li>•Our annual Fireworks</li></ul>

accounts.

Spectacular was one of our main events with approximately 1,500 in attendance. It generated a profit of £2,125 with many families still regarding it as their favourite event of the year. There was a fantastic turnout of parent and staff volunteers which really helped to build the Tunbury community atmosphere.

- The Christmas fair with Mrs Claus' workshop proved to be another success raising £2,341.
- The present rooms continued to be a hit with many pupils and the Christmas, Mother's Day and Father's Day events made a combined profit of £2,140.
- 'Summer Fest' became an amalgamation of Tunbury Fest and a classic summer fair. It was an extremely hot day but despite that we still raised £2,699 which was a significant improvement on the year before.
- Our last event of the year, the family picnic, was run as a donation to the Tunbury community and not as an income generating event. Its purpose was to say thank you to the parents, children and staff for all their support throughout the year and was an opportunity for new reception families to be welcomed to the school. The weather was much kinder this year and it was great to see so many families enjoying the fun.
- The pantomimes, disco, Easter Scavenger Hunt and non-uniform days also added to the profits and were easier events to organise.

		<ul style="list-style-type: none"> <li>•The website continues to be a fantastic tool for marketing and payment for events.</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Association's aims and objectives and in planning future activities. Crofton Infant School Parents Staff Association is a group of parents and staff volunteers. This group raises money for the school by running an extremely active and varied programme of events throughout the school year. The Crofton Infant School Parents Staff Association holds regular committee meeting where staff, parents and others associated with the School are always welcome to participate.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The committee has continued to demonstrate their passion and dedication to providing great events which we hope has been enjoyed by all those involved with the school. We are very proud that in the recent school survey the TSA came top when parents were asked to comment on what the school is famous for. It makes all the hard work worthwhile.
Other		

## **Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	This year the money raised by the TSA has enabled us to agree funding for some great learning experiences and resources including; air conditioning, a sail shade, cookery club, the Christmas panto, fencing around the Forest School area, duckling hatching, scooter pods, year 6 autograph books and a donation to the year 6 prom.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	Our aim over the last three years has been for the TSA to continue to run a variety of fun filled events for all ages to enjoy whilst raising valuable funds for the children at the school. It has also been important for us to help create a real sense of a community within Tunbury and work with the staff to achieve this goal. Whilst the committee itself remains relatively unchanged in size there has been a significant increase in the amount of help we have received from parents and staff, which has made a noticeable difference, and we are incredibly grateful.
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has strengthened its financial position during this year. This is to ensure that the PTA has enough working capital to fund future fundraising and to ensure the long-term viability of the PTA.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to ensure monies are available for running events and donations back to the school.
Amount of reserves held	Para 1.22	15295.72
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The Charity is governed by the constitution adopted 01/10/1991 as amended on 18/3/11
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association of members
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are appointed by election of the members at the AGM which is held annually in the first term of the school year.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	The Tunbury School Association
Other name the charity uses	TSA
Registered charity number	1005560

Charity's principal address	Tunbury Primary School Tunbury Avenue Walderslade Chatham Kent ME5 9HY

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Caroline Grant	Treasurer	26/09/2019	Election by Members
2	Sarah Mingozi	Chair	26/09/2019	Election by Members
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Corporate trustees - names of the directors at the date the report was approved

<b>Director name</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	




## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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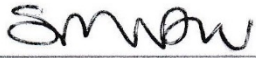
### Other optional information

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# Declarations

The trustees declare that they have approved the trustees' report above,

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	CAROLINE GRANT	SARAH MINGOZZI
Position (eg Secretary, Chair, etc)	TREASURER	CHAIR
Date	29 / 9 / 21	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

The  
Tunbury  
School  
Association

**On accounts for the  
ended**

31/08/2019

**Charity  
no  
(if any)**

1005560

**year**

**Set out on**

2,3,4

2,3,4 (remember to include the page numbers of additional sheets)

**pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2019**.

**Responsibilities and basis of report** As the charity's trustees, you are responsible for the preparation of the **of report** 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**

any

have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, 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 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:**  **Date:**   
**Name:**

**Relevant professional qualification(s) or body**

**IER**  **Oct 2018**

**(if any):**

**Address:**

18 Alexandra Glen
ME5 9EB

**Section B Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and

guidance for examiners).

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

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