



# Allfarthing School PTA

## Income receipts and cash expenditures

1 September 2017 – 31 August 2018

<b>Summary accounts</b>	<u>Petty cash</u>	<u>Bank account</u>	<u>Total receipts</u>	<u>Petty cash</u>	<u>Bank account</u>	<u>Total Payments</u>	<u>Net income/ (expenditure)</u>
Summer Fair	1,050	7,880	8,930	966	2,469	3,435	5,495
Christmas Fair	1,255	5,638	6,893	1,302	2,024	3,325	3,567
Auction	1,374	37,451	38,825	615	9,652	10,267	28,557
Fundraising and social events	3,831	3,401	7,231	889	1,415	2,304	4,928
Income from other activities	183	0	183	0	0	0	183
Donations and commissions received	0	24,920	24,920	0	96	96	24,824
Other fundraisers	0	466	466	0	0	0	466
Trips and workshops	0	0	0	0	10,594	10,594	(10,594)
School activities and resources	233	345	578	65	36,821	36,886	(36,308)
Sports and clubs support	0	0	0	0	0	0	0
Fixed assets	0	0	0	0	0	0	0
Administration	0	0	0	247	1,017	1,264	(1,264)
	<b>7,926</b>	<b>80,101</b>	<b>88,026</b>	<b>4,083</b>	<b>64,087</b>	<b>68,171</b>	<b>£19,856</b>

Chair: Zulu Smith

Treasurer: Lisa Simpson

Independent reviewer: Beth Kirkness

<b>Cash at hand:</b>	
Bank	83,313.55
Petty cash	309.93
<b>Total</b>	<b>£83,623.48</b>

If you have a query please email: [pta@allfarthing.wandsworth.sch.uk](mailto:pta@allfarthing.wandsworth.sch.uk)

Registered address: Allfarthing Primary School, St Ann's Crescent, Wandsworth, SW18 2LR, Charity number: 1055327



# Trustees' Annual Report for the period

Period start date

1 September 2017

Period end date

31 August 2018

## Section A: Reference and administration details

Charity name **Allfarthing School PTA**

Other names charity is known by **Friends of Allfarthing School**

Registered charity number (if any) **1055327**

Charity's principal address **Allfarthing Primary School**

**St Ann's Crescent**

**London**

**Postcode**

**SW18 2LR**

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Zulu Smith	Chair	3/10/17	AGM
Kerena Richards	Co-Vice Chair		AGM
Janet Kelly	Co-Vice Chair		AGM
Lisa Simpson	Treasurer		AGM
Ashley Ward			AGM
Emma McVittie			AGM
Janet Rawlings		3/10/17	AGM

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Tom Holmes (School head)	
Margaret O'Donnell (School deputy head)	Left school 20 July 2018

## Section B: Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

AS PTA is governed by a 2012 constitution as amended by resolution at the AGM held on 26 September 2013 and further amended at the AGM held on 14 October 2015.

How the charity is constituted  
(eg. trust, association, company)

AS PTA is constituted as an association consisting of the parents and guardians of pupils attending the school and all the current teaching and non-teaching staff.

Trustee selection methods  
(eg. appointed by, elected by)

Trustees are appointed/reappointed annually at AGM (typically held in September or early October). The General Committee is authorised to appoint additional or replacement trustees outside the AGM and these appointments must be ratified at the next AGM.



## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The day to day affairs of AS PTA are managed by the General Committee, which includes parents and school representatives.

The head teacher of Allfarthing School (or the head's representative) is consulted directly on education related matters and the PTA upholds the values of the school and substantially follows school policies in matters such as safeguarding.

AS PTA is a member of ParentKind (formerly PTA UK) through which it also obtains public liability insurance.

All trustees and committee members give their time voluntarily and receive no remuneration. AS PTA policy is that it will reimburse out of pocket expenses incurred in the course of putting on events (for example the hire cost of fairground rides) and of administering the association (such as printing and postage) but it does not reimburse for travel costs or personal time.

## Section C: Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The principle objectives of AS PTA are to advance the education of the pupils in Allfarthing Primary School through:

- developing more extended relationships between staff, parents and others associated with the school;
- engaging in activities to support the school;
- assisting in the provision of facilities or items for education at the school.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Membership of the General Committee was stable throughout the year. The focus of activities remained similar to prior years and had due regard to the AS PTA purpose and requirement to act for the 'public benefit'.

Key activities are:

- Organising school Christmas and Summer fairs, with the dual purpose of fundraising and providing seasonal events for school members and the wider community. Both are well attended and financially successful.
- Providing financial support to Allfarthing Primary School for both out of school trips and in school activities which help expand and enhance the quality of education the school provides. This takes a variety of forms including paying for coaches, theatre groups, dance troupes, entrance fees, living chicks and news subscriptions. There is an agreed approach to help determine what activities AS PTA helps fund with an objective of making this balanced across year groups.
- Providing classroom & IT resources. This year £36k was spent on the following: reading, maths & music resources (£11.2k); 6 interactive whiteboards (£20k); and 30 chrome books (£4.5k)
- Fundraising for refurbishment project. The headmaster has requested funds to refurbish the top hall in the school and develop a ground floor resource library. A gala dinner, live auction, and online auction were held in April 2018 and raised £37k (this includes commissions received directly for this project)



## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The ongoing success of the AS PTA is underpinned by:

- The support and goodwill of the school's leadership team and other staff.
- An active parent body – some 60 or more individuals are involved in organising and running the various AS PTA activities during the year and many more attend its flagship events such as the summer and Christmas fairs.
- The support and contribution, in money and in kind, of various local businesses and community members.

All of whom support and participate on a purely voluntary basis.

## Section D

### Achievements and performance

**Summary of the main achievements of the charity during the year**

- School trip and activity funding throughout the year (see Section C)
- Monthly cakes stalls to provide teachers with income for classroom sundries
- Other fundraising and support activities as follows:
  - September 2017 New reading books purchased
  - October 2017 Quiz Night
  - November 2017 3 new interactive whiteboards purchased
  - November 2017 Xmas Shopping Night
  - December 2017 Christmas music events, discos and cards
  - December 2017 Crackers & decorations for school Xmas lunch
  - December 2017 Xmas Fair
  - March 2018 Mothers' day stall
  - March 2018 Easter bonnet parade/eggshibition prizes
  - April 2018 Gala dinner and auctions
  - April 2018 30 chromebooks and 1 interactive whiteboard
  - May 2018 2 further interactive whiteboards
  - June 2018 Summer Fair
  - July 2018 Summer BBQ

## Section E: Financial review

**Brief statement of the charity's policy on reserves**

The AS PTA accounts are drawn up on an income and expenditure basis and show a profit for the year of £19,856.

At the year end AS PTA held cash at hand of £83,623 all of which is in unrestricted funds.

In general AS PTA operates a prudent reserves policy of holding sufficient funds in reserve to cover at least one year's worth of ongoing financial commitment to the school plus unforeseen expenditure. This recognises that school budgets are under significant pressure and it relies on PTA funding for a number of regular activities. This allows the school to plan its budgets with some certainty for the year ahead and for AS PTA for to be confident of meeting its commitments even should one of the two flagship fundraisers fail (for example due to bad weather).

**Details of any funds materially in deficit**

N/A

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.


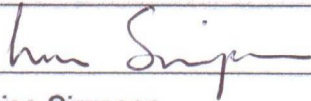
The trustees recognise funds in the account are greater than in previous years. The £25k that was committed at the end of the last period was spent in autumn 2017. However, the end of year balance is higher following the gala dinner and auctions in spring 2018 which raised £37k to refurbish the school's top hall and resource centre, and the work has not yet been done.

**Section F: Other optional information**

**Section G: Declaration**

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Zulu Smith	Lisa Simpson
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Treasurer
<b>Date</b>	16.10.18	





## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

**Report to the trustees/  
members of**

Allfarthing School PTA

**On accounts for the  
year ended**

31 August 2018

**Charity no (if any)**

10055327

**Set out on pages**

Attached

**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 matter has come to my attention ~~(other than that disclosed below \*)~~

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn 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:**

**Date:**

18/10/18

**Name:**

Beth Kirkness

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

ACA(ICAEW)

Address:

66 ALFARTHING ROAD, LONDON, SW18 2NZ.



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## Section B

## Disclosure

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

n/a