

Trustee Annual Report

Financial period 1st Sept '17 to 31st Aug '18

Legal and Administrative Information

Charity Name: Belleville Parents and Teachers Association
(Belleville PTA)

Charity Commission Registered Number: 270097

Charity's principal address: Belleville Primary School,
Belleville Road,

Governing Document: Constitution dated 18th November 2005

Objectives of Charity

To foster and extend relationships between parents, staff and those associated with the school.

To engage in activities which support the school and advance the education of the pupils attending it.

Trustees and Governance

The following trustees served for the period of this report.

Paloma Belaunde – Co-chair

Christine Glauerdt – Co-chair

Claire Howells – Co-treasurer

Tom Quinn – Co-treasurer

Caroline McNamara – secretary

Fergal Spencer

Hilary Clarke

Sally Walker

Michelle Armanini

Lilly Julien

Giancarlo Cavaliere

Lucy Hughes

Lucy Hughes was appointed trustee at the start of 2017/18 to coordinate sponsorship. Fergal Spencer stepped down as co-chair but remained a trustee. Patrizia Gnoato and Neil McMinn left the trustee committee at the end of the 16/17. The co-chairs for 2017/18 are Christine Glauerdt and Paloma Belaunde.

Activities and Achievements

In the year ended 31 August 2018 we raised a total profit of £43,962 from PTA events and activities vs £47,015 in the prior year.

Our fund raising events included the ever popular Christmas and Summer fairs, multiple Christmas activities including the sale of calendars, trees and Christmas cards and an evening shopping event, a quiz night, discounted theatre trips, film nights for the children and a fun run for parents and children. Other resurrected initiatives included a parents' disco and a Valentine's disco for the children – both discos but very different in style and a good time had by all. Finally, a new online app proved an easy way to make over £400 per quarter, just by doing the shopping.

After the significant funding projects of the last couple of years (refurbishments to Meteor playgrounds and setting up a programme of music provision), 2017/18 was a mainly a period of consolidation. The largest donations were to continue our support of the music programme (ongoing funding of £10,000 required).

Other support included additional music bursaries for promising pupils, funding training and/or new equipment for various sporting initiatives (gym mats, running club, swimming badges, netball kit, sports day medals) and providing a number of Year 6 activities, including first aid courses and leavers' hoodies. The Trustees would also like to thank the Belleville PTA class reps for their support in running various events during the year.

As of 31st August 2018 we carried forward £98,211 (at 31 August 2017 £76,782) of which £13,492 (at 31 August 2017 £19,104) is restricted cash for the benefit of the Belleville Honeypot team which provides support and activities for more disadvantaged pupils at the school.

On 1 October 2018, the Belleville Honeypot cash balance amounting to £13,492 was transferred out to a separate bank account. Going forward the Belleville Honeypot funding and sponsoring activities will be managed separately from the PTA bank account.

The Belleville Honeypot team raised £1,613 during the year through a sponsored swim undertaken by Belleville pupils. The sponsored swim funds should improve the swimming provision for a number of pupils at the school.

A significant proportion of the 2016/17 carried forward balance was provided to the school in accordance with our previous promises and the Trustees have continued to raise money in order to be able to support the school with future projects. In the meantime, the Trustees agreed during 2017/18 to continue to part fund the music programme, the current sporting initiatives and Year 6 activities.

In addition to fundraising activities, we also organise welcome events for the new reception children and their parents and other 'school community' events including a year 6 leavers' disco and first aid courses and, from time to time, courses for parents such as online safety or first aid. We introduced and developed the school's own Belleville School app at the end of the 2015/16 year. The app is now solely managed by the school and became one of the main methods of school communication with parents during 2017/2018.

The Trustees recognise that they must always have regard to the guidance on public benefit issued by the Charity Commission and, as such, are always looking for new and interesting ways to raise money to support the school community. They encourage all parents across the

BELLEVILLE PTA (registered charity No 270097)

Events	Income	Expense	Profit/Loss
Summer fair	16,105 -	1,987	14,118
Christmas fair	8,669 -	1,648	7,021
Calendars	11,503 -	5,993	5,510
Xmas shopping	3,337	-	3,337
Quiz night	2,373	-	2,373
Parents' disco	2,544 -	533	2,011
Film night	2,535 -	570	1,965
Online shopponig	1,723	-	1,723
Donations to the PTA	1,212	-	1,212
Fun run	2,350 -	1,289	1,061
Christmas tree sale	946	-	946
Disco	1,260 -	316	944
Easter bake	637 -	13	624
Theatre ticket sales	606	-	606
Christmas cards	1,889 -	1,377	512
Total fundraising events	57,690 -	13,727	43,962
<i>LESS:</i>			
Donations			(16,336)
PTA expenses			(586)
PTA NET FUNDS MOVEMENTS FOR YEAR			27,041
Belleville Honeypot fundraising events			2,113
Less donations (holiday and after school activities, swimming courses)			(7,725)
Belleville Honeypot fund movements for year			(5,612)
Net cash movement for the year			21,429
OPENING CASH BALANCES AT 1st SEPTEMBER 2017			76,782
Of which:			
Unrestricted funds			57,678
Restricted funds (Belleville Honeypot balance*)			19,104
CLOSING CASH BALANCES AT 31st AUGUST 2018			98,211
Of which:			
Unrestricted funds			84,719
Restricted funds (Belleville Honeypot balance*)			13,492

The PTA has no assets or liabilities other than its cash funds (bank accounts).

Donations (cash basis)

Music programme	(11,000)
Sports activities	(427)
Y6 leavers	(4,113)
First aid course	(380)
Playground pall bench	(415)
Total donations	(16,336)

* Belleville Honeypot's cash and activities are held and recorded separately as restricted funds. Money received from fundraising and donations made from the Honeypot funds during 2017/18 are disclosed in the table above.

Webbs and Meteor school sites to support them in their aims and look forward to working more closely with the PTA at the latest Belleville school, Belleville Wix.

Reserves Policy

Belleville PTA seeks to support Belleville School by providing financial and other assistance to those projects agreed by the Trustees (and in consultation with the Headmaster) as good causes, whilst maintaining at all times a positive level of reserves. Thus, the amount of reserves remaining at the end of any given financial year will be determined solely by the Trustees.

The reserves as at 31st August 2018 were £98,211 (at 31 August 2017 £76,782) as shown in the accounts of which £13,492 (at 31 August 2017 £19,104) is allocated to Belleville Honey Pot and not available for use by the PTA.

Approximately £55,000 of the current Belleville PTA funds is already expected to be used for ongoing funding promises, but this still leaves significant available reserves to support Belleville School before current year fundraising.

We recognise and are very grateful for contributions from the school parents and local businesses and with their continued support for our activities aim to continue to rebuild our reserves so we can continue to support the school at a time when all public financing is stretched.

Signature and Declaration

I declare that in my capacity of charity trustee:

1. The trustees have approved the report above; and
2. Have authorised me to sign it on their behalf.

Signature: 

Full Name: Stephanie Reitzel Gray

Position: Treasurer

Date: 7 April 2019

Independent Examiner's Report to the Trustees of Belleville Parents and Teachers Association

I report on the accounts for the Trust for the year ended 31st August 2018.

Respective responsibilities of trustees and examiners

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts (under section 43(3)(a) of the 1993 Act)
2. To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act)
3. To state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commissioners. 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 you as 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 examiners' statement

In connection with my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respects the requirements
 - a. To keep accounting records in accordance with section 41 of the 1993 Act; and
 - b. To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Name:

Professional Qualification: *Chartered Accountant*

Address: *152 Leathwaite Road, SW11 6RP*

Signed:

N Moolman

Date:

7 April 2019

Natalia Moolman