



## Newton Poppleford School Association (PTFA)

Newton Poppleford School, School Lane, Newton Poppleford, Sidmouth, Devon EX10 0EL

Register Charity N<sup>o</sup>: **1015155**

### **Newton Poppleford School Association: End of Year Financial Report**

#### *Treasurer's Report to the AGM*

*Wednesday 3<sup>rd</sup> October 2018*

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### Introduction

This document provides a summary of the Newton Popleford School Association (PTFA) accounts for the year ending 31<sup>st</sup> August 2018.

Devon schools receive, on average, approximately £270 per child less Government funding than schools in other regions of the country and rural schools such as ours receive even less. Therefore, a vital role of the PTFA is to provide additional funding to enable our children to have the same experiences as other children throughout the country.

The main goal of the PTFA this year has been to raise £10,000 towards funding equipment for the new School. However, focus has not been taken from the much needed funding for school trips and events relevant to the curriculum and any additional resources required.

### Opening Summary

The PTFA Current Account opening balance for 2017/18 was a healthy **£31,354.88** which was the result of a great fund-raising year in 2016/17 for which the PTFA committee are extremely grateful to all involved.

At the end of the 2017/18 year the Current Account stands at **£13,672.90** with the Deposit Account remaining at a steady **£28.53** resulting in total funds as at 31<sup>st</sup> August 2018 of **£13,701.43**.

The Current Account has reduced significantly from the opening balance which is due to the transfer of funds being held on behalf of the Rainbow Preschool and were transferred to the PTFA in 2015/16.

### **Important Note**

These funds amounted to a total of **£23,786.09** (consisting an initial transfer of £8,574.08 and a 2<sup>nd</sup> transfer, when the Rainbow Pre-School account was closed, of £15,212.01) and were not available to the PTFA to spend, but were ring-fenced for transfer to the school, when required, as contribution to the equipment for the new School.



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### PTFA Fundraising Events

During the year, several events were organised or supported by the PTFA a breakdown of which follows:

#### November 2017

Barbeque at the Parish Council Bonfire and Fireworks Display

Total income	£	1,475.70
Expenses		<u>(656.58)</u>
<b>Profit</b>		<b>819.12</b>

*This was a fantastic 118% increase in profits to last year's Bonfire Night.*

#### December 2017

Christmas Fayre

Total income	£	1,134.83
Expenses		<u>(428.26)</u>
<b>Profit</b>		<b>706.57</b>

*This was a 35% decrease in profits compared with the 2017/18 Christmas Fayre due to a 25% fall in takings. Considering cost price rises, expenses were managed and controlled better than 2016/17.*

#### February 2018

Quiz Night

Total income	£	201.00
Expenses		<u>(26.76)</u>
<b>Profit</b>		<b>174.24</b>

*This was a slight decrease (2%) in last year's profits, but it is a great opportunity to bring the School Community together and we therefore hope to run this again this year.*

#### April 2018

PTFA 10k Run

Total income	£	3,947.07
Expenses		<u>(220.96)</u>
<b>Profit</b>		<b>3,726.11</b>

*This was a fantastic achievement by all the dedicated runners, helpers and supporters!*



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### May/June 2018

#### Kids Sponsored Events

Total income	£	1,804.80
Expenses		<u>(0.00)</u>
<b>Profit</b>		<b>1,804.80</b>

*The PTFA and the School are extremely proud of and gratefully to everyone that participated in any of the events and helped raise so much money for the school.*

### June 2018

#### Summer Fete

Fete Income	£	3,039.32
Raffle Income		1,693.10
Total income		4,732.42
Fete Expenses		<u>(1093.64)</u>
Raffle Expenses		<u>(217.15)</u>
<b>Profit</b>		<b>3,421.63</b>

*This was a great success enjoyed by the whole community*

*For comparison with previous years, the Fete and Community Raffle have been included in the total since Fete usually includes the main raffle. This shows a resulting massive 110% increase in profits compared to last year's Summer Fete.*



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### Class Cake Stalls

Class Cake Sales throughout the year raised a total of **£1,074.61** which will go directly to classes.

A breakdown of funds per class follows:

Class	Income	Spend	Carried Fwd from 2016/17	Available Funds at end 2017/18	Overspend at end 2017/18	Carried Fwd to 2018/19
Reception	£ 184.65	(70.00)		114.65	0.00	-
Year 1	159.05	(170.16)	6.10	0.00	5.01	114.65
Year 2	138.45	(62.76)	2.56	78.25	0.00	0.00
Year 3	160.00	(65.00)	59.62	154.62	0.00	78.25
Year 4	175.92	(100.00)	52.71	128.63	0.00	154.62
Year 5	128.50	(0.00)	61.07	189.57	0.00	128.63
Year 6	128.04	(0.00)	121.70	249.74	0.00	189.57
<i>Remainder</i>			93.50	93.50	0.00	249.74
<b>Total</b>	<b>1,074.61</b>	<b>467.92</b>				

Any funds raised by the Cake Sales which are not used during the school year will remain with the pupils that raised the funds. The PTFA Treasurer will keep a record of unused funds and carry these forward to the next school year.

Any slight additional overspend can be supported by the PTFA during the school year, but will be deducted from the Carry Forward balance for the following year.

Teachers will be informed of the opening balance at the beginning of the school year to allow budgeting and ordering of necessary resources.

The PTFA would, however, encourage teachers to use the funds during the same school year if possible.

Any remainder resulting from Year 6 underspend will be returned to the general PTFA funds.

The PTFA also voted that each school year, **£100.00** will be donated to each Class as contribution towards coach hire for class field trips. Therefore, the funds raised from Cakes Sales can be used more effectively for class resources.

### The Giving Machine

The Giving Machine is the only UK registered charity that helps organisations raise money through online shopping and has continued to yield a healthy income for the PTFA, although a very slight decrease from last year to **£59.53 (£60.30 last year)**.

To increase income further in the following year, the PTFA should promote the use of The Giving Machine to parents and any online purchases made on behalf of the PTFA should be, where possible, be made through The Giving Machine website.



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### Community Raffle

This year saw a change in the Summer Fete raffle.

The PTFA voted to extend the raffle to the local community in order not only to raise awareness of the school fundraising, but to maximise potential income through increased ticket sales.

This was a great success and resulted in an amazing **£1,475.95** profit

Expenses for the Community Raffle included £40 purchase of a Lottery License required by law under Schedule 11 of the Gambling Act (2005). Following the initial outlay for the license, annual renewal is only £20 and will allow similar raffles to be held in the future.

Income from Raffle Ticket sales	£	1,693.10
Expenses		<u>(217.15)</u>
<b>Total</b>		<b>1,475.95</b>

### Donations

#### Local Businesses, Associations and Grants

The PTFA received many generous donations from local businesses, community associations and charitable trusts amounting to **£7,862.00** for which we are extremely grateful.

Elliot's Builders	£	100.00
Exeter Windows Store		150.00
Purple Bricks		300.00
Norman Family Trust		5,000.00*
Northcott Brothers		50.00
Newton Poppleford Cricket Club		200.00
SeaSalt		45.00
Sidmouth Darts League		250.00
Sidmouth Lions		600.00
Sidmouth Rotary Club		50.00
Tesco		1000.00*
Thomas Rueters		<u>297.00</u>
<b>Total</b>		<b>7,862.00</b>

*\* Donations from Norman Family Trust and Tesco were pledged and secured in 2017/18 but were not received before 31<sup>st</sup> August so they are mentioned in this report, but not accounted for in the End of Year Financial Statement.*

#### Individual Events

Other individuals took it upon themselves to organise events and activities which raised a total of **£165.20**.

The PTFA are extremely grateful for the entrepreneurial spirit!

Kids Comic (2 pupils from Year 3)		85.20
Cake Sale (Parent of Year 3 pupil)		<u>80.00</u>
<b>Total</b>		<b>165.20</b>



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### PTFA Expenses

Expenses incurred by the PTFA this year included the annual membership to PTA UK organisation, which includes public liability insurance, legal guidance, resources and advice. This has been subject to a slight increase on previous years.

PTA UK Annual Membership	£	<u>105.00</u>
<b>Total</b>		<b>105.00</b>

### Gift Aid

The PTFA is now register for Gift Aid which means that an additional 25% can be claimed from HM Revenue and Customs (HMRC) from any qualifying donations.

Qualifying donations are those made by UK tax payers who pay enough UK tax.

It does not cost individuals anything to add Gift Aid to a donation and this should be promoted by the PTFA to encourage donations to include Gift Aid declarations.

The amount claimable this year is being finalised due to the process of claiming back from HMRC, but should amount to approximately **£300**



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### Dispersement of Funds to the School

The focus of PTFA this year has been to raise funds to equip the new school.

However, it is vital that the PTFA contribute to supplementing general activities and classroom resources.

A summary of highlights, including activities and equipment, funded by the PTFA is given below:

Transfer of funds held on behalf of Rainbow Pre-school	£	29,659.77
Kev the Comic Workshops		570.04
Out of the Ark Music ( <i>update resource</i> )		73.26
Coach Hire for school trips		590.00
<i>Donkey Sanctuary</i>		
<i>Seaton Wetlands</i>		
<i>Roman Baths</i>		
<i>Golden Hind</i>		
<i>Fleet Air Arms Museum</i>		
<i>Charmouth Heritage Centre</i>		
Class Resources & school trip supplement		467.92
Year 6 Leavers Event		150.00
Water Bottles ( <i>Reception</i> )		59.80
<b>Total</b>		<b>31,570.75</b>

The PTFA look forward to funding more activities requested by the School in the coming year and encourage Teachers to submit funding requests using the forms provided.

Although the PTFA manages the account funds and fund-raising, we rely on all teaching staff to highlight the needs of our children and the school and to submit requests wherever necessary.





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### Closing Summary and Recommendations

In summary, the total available funds for the coming year are:

Opening Balance Current A/C	£	31,354.88
Opening Balance Deposit A/C		28.53
Income	16,637.16	
<i>Less: Expenses</i>	<i>(2,748.35)</i>	
<i>Less: Dispersement to School</i>	<i>(31,570.79)</i>	<i>(17,681.98)</i>
<b>Total</b>		<b>13,701.43</b>

Although the PTFA bank balance has experienced an overall decrease the funds are already being used to great benefit in the new school. The PTFA strive to create a balance between income and expenditure. In order to maintain this balance, the PTFA will continue to be vigilant regarding expenses, seek the most competitive prices for any services or goods (whilst maintaining quality) and should, where possible, utilise The Giving Machine for online purchases and Gift Aid should be promoted wherever possible.

After expenses, total income from PTFA fund-raising activities (*including outstanding pledges from the Norman Family Trust and Tesco and the estimated Gift Aid*) was an incredible **£ 20,188.81**

Compared with the 2016/17 financial year, this is an increase by an incredible 281% during 2017/18 (*even excluding outstanding pledges, this figure would still be an amazing 195%*).

Even disregarding the transfer of funds held on behalf of the Rainbow Preschool, dispersement to the School from PTFA funds also increased significantly by 66% during 2017/18 compared with the same period during 2016/17.

Once again, the PTFA would like to extend an enormous THANK YOU to everyone who participated or helped in any fund-raising activity, gave their time to support any PTFA, School or individual event and for the generosity of our local businesses and associations.

Without your efforts, we could not hope to raise so much for our School.

Jon Leeson-Kings  
(Treasurer)