
THE FRIENDS OF BOWES PTA

TRUSTEES REPORT

FOR YEAR ENDING 30th SEPTEMBER 2018

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REFERENCE AND ADMINISTRATION DETAILS

CHARITY NUMBER

292487

CORRESPONDENCE ADDRESS

Bowes New Southgate Primary School, Bowes Rd, London N11 2HL

COMMITTEE MEMBERS

The committee members serving during the year, were as follows:

Victoria Woodward	Co-Chair (previously held Vice Chair position until October 2015)
Tina Solari	Co-Chair (previously held Vice Chair since October 2016)
Juliet Brind	Media Officer (since June 2017)
Jenni Dodsworth	Treasurer (since October 2016)
Kate Kuechel	Co-Secretary
Lucy Kelvie	Publicity & Design Officer (since October 2016)
Patricia Graham	Sponsorship Officer

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Friends of Bowes PTA (“The Friends”) is a charitable association.

The Friends’ objectives and regulations are set out in its Constitution adopted 3 October 2000. Committee members are elected by the members of The Friends at the Annual General Meeting (AGM) held during October or November every year.

Membership of The Friends consists of any parent of a child currently attending Bowes New Southgate Primary School or any current member of staff of Bowes New Southgate Primary School.

OBJECTIVES AND ACTIVITIES

The aim of The Friends is to advance the education of the pupils of Bowes New Southgate Primary School (“The School”) by providing and assisting in the provision of facilities for education at The School.

Furthermore, The Friends may help forge relationships between staff, parents & others associated with The School and engage in activities which support The School & advance the education of its pupils.

ACHIEVEMENTS AND PERFORMANCE

Through funds raised in 2016/17, The Friends donated £10,932 to The School in 2017/18 which helped to fund 60 new Ipads. Through funds raised in 2017/18 it is planned to make £30,000 available for donating to the school in order to fund a specific item or items that the school proposes.

Cake sales held by each year group raised a total of £1,399. The money from each sale was given directly to the classes in that year group to help fund resources such as class trips. The book fairs in November 2017 and May 2018 enabled The School to buy £962 worth of new books.

Fund raising events held in year 2017/18 included: Musical Bingo, Christmas Hamper, Christmas Cards, School Calendar, Adult Quiz night, Easter Egg Raffle, clothes recycling scheme (Phil a Bag), second hand uniform sales, Winter Fair and the biggest fundraiser the Summer Fair.

As well as each event making profit for The School, they brought the Bowes community together and provided joy for both adults and children.

The Friends organised a Welcome Evening in the first term for new reception parents to introduce and welcome them to The School and The Friends. The Friends have also directly funded and laid on extra-curricular activities for the children such as: Mr Marvel at the Welcome Evening, the Christmas disco, a visit from Father Christmas to give out class gifts, and a children's school quiz.

FINANCIAL REVIEW

The statement of financial activities shows total cash funds of £33,781 as held on the 30th September 2018 either in The Friends' current account, savings account or cash floats.

In total £29,534 was raised through charitable events, £1,399 raised through cake sales, £23 raised through savings interest and £975 from donations which provided a total income of £31,931.

Expenditure for the year included administration costs of £338 and fundraising expenditure of £10,991 which totalled £11,329 and when deducted from the Income of £31,931 provided a surplus profit of £20,602.

With respect to donations paid out a total of £13,219 was donated as follows: £10,932 was used for school purchases, £396 was used to fund extra-curricular children's activities and £1,398 was donated directly to The School's classes. The remainder was used for gifts and licence fees.

RESERVES POLICY

The Committee decided during the AGM, held in October 2017, that the level of reserves that the Friends required throughout the year of 2017/18 to fund events and any planned purchases, would be £3200. The Autumn term leading to Christmas, is generally a busy fundraising period and cash reserves are required to pay for various upfront costs relating to, for example, the Christmas cards, Christmas raffle, Disco & Christmas gifts. We propose a similar reserve of £3,781 this year

Signed on behalf of the Committee

Jenni Dodsworth, Treasurer

THE FRIENDS OF BOWES PTA

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT)

FOR YEAR ENDING 30th SEPTEMBER 2018

	Notes	Total Funds 2018	Total Funds 2017
INCOMING RESOURCES FROM GENERATED FUNDS			
Voluntary Income: Donations	4	£975	£500
Activities for generating funds	5	£30,956	£24,518
TOTAL INCOMING RESOURCES		£31,931	£25,018
RESOURCES EXPENDED			
Costs of Generating Funds	5&6	£11,329	£8,441
Donations	7	£13,219	£7,819
TOTAL RESOURCES EXPENDED		£24,548	£16,260
NET MOVEMENT OF FUNDS IN YEAR		£7,384	£8,758
TOTAL FUNDS BROUGHT FORWARD		£24,918	£16,160
TOTAL FUNDS CARRIED FORWARD		£33,781	£24,918

**THE FRIENDS OF BOWES PTA
BALANCE SHEET
FOR YEAR ENDING 30th SEPTEMBER 2018**

CURRENT ASSETS	Note	2018	2017
Cash in current account		29,931	21,172
Cash in savings account		3,740	3,716
Cash floats		110	30
TOTAL CURRENT ASSETS		33,781	24,918
THE FRIENDS of the CHARITY UNRESTRICTED FUNDS		33,781	24,918

THE FRIENDS OF BOWES PTA
NOTES ON THE ACCOUNTS
FOR YEAR ENDING 30th SEPTEMBER 2018

The Committee of The Friends of Bowes PTA presents its annual report and audited accounts for the year ending 30th September.

1 Accounting Policies

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting by Charities" (SORP 2005).

1.2 Incoming resources

Income from fund raising activities is recognised as earned when the related goods and services are provided.

1.3 Resources expended

Expenditure is recognised when a liability is incurred.

Costs of generating comprise the direct costs of the fundraising activities and any allocated support costs.

1.4 Allocation of costs

Costs are allocated between direct charitable and other expenditure according to the nature of the cost. Where items invoice more than one category they are apportioned between the categories according to the nature of the cost.

2 Related Party Transactions

The charity trustees were not paid during the year and no charity trustee received any emolument or payment for professional or other services.

3 Investment income

All of the investment income arises from an interest-bearing bank account.

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NOTES ON THE ACCOUNTS
FOR YEAR ENDING 30th SEPTEMBER 2018

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	2018	2017
DONATIONS		
LLOYDS MATCHING SCHEME	975	500
TOTAL VOLUNTARY INCOME	975	500

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FUNDRAISING ACTIVITIES	INCOME	COSTS	SURPLUS (PROFIT)
Book Fair	£1,709	£1,709	£0
Cake Sales	£1,399	£1,796	-£397
Calendar	£918	£504	£414
Coffee Morning	£284	£40	£244
Easter Egg Raffle	£343	£0	£343
Easy Fundraising	£260	£0	£260
Just Giving	£4,497	£0	£4,497
Musical Bingo	£1,412	£115	£1,297
NED	£20	£0	£20
Quiz (Adult)	£1,583	£1,056	£526
Quiz (Kids)	£158	£135	£24
Recycling	£119	£0	£119
SH Uniform sale	£50	£0	£50
Savings Interest	£23.18	£0	£23
Summer Fair	£9,484	£1,866	£7,618
Winter Fair	£3,679	£779	£2,900
Xmas Cards	£1,357	£975	£381
Xmas Raffle	£882	£78	£804
Xmas Trees	£2,780	£1,938	£842
TOTALS	£30,956	£10,991	£19,965

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NOTES ON THE ACCOUNTS
FOR YEAR ENDING 30th SEPTEMBER 2018

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ADMINISTRATION COSTS

AGM Expenses	£47
Cash for float	£80
Costco Membership	£17
Mailbox	£24
Paper	£44
Printer Ink	£8
PTA Renewal	£117

TOTAL ADMINISTRATION COSTS £338

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CHARITABLE ACTIVITIES

Annual School Donation	£10,932
Asset Purchase	£410
Cake Sale donations to classes	£1,399
Gifts	£61
Lottery Licence	£20
Welcome Evening	£207
Xmas Class Gifts	£189

TOTAL DONATIONS £13,219