



## Treasurer's Report for the year ended July 31, 2020

Annual General Meeting - Wednesday October 7<sup>th</sup>, 2020

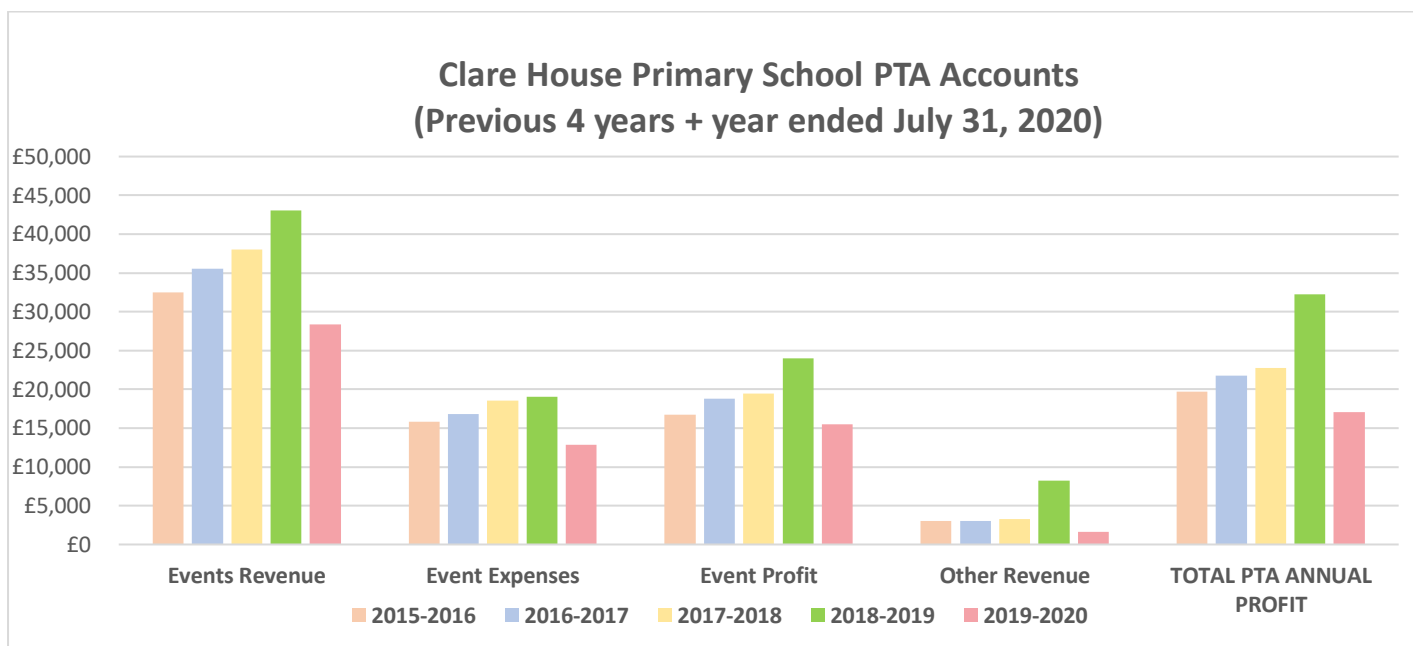
### NOTES:

- The accounts are being reviewed and independently examined by a qualified Accountant who has given this service for free (Clare House parent)
- Gift Aid has not been completed yet for 2019/20 and will be added to the accounts once finalised and submitted to HMRC. Estimate for Gift Aid is **£0.1K**
- All figures (unless explicit) are shown in this report to the nearest thousand
- This year will be remembered for the unfortunate impact that COVID-19 has had on the world, and the PTA profits

### ANNUAL REPORT:

#### Summary:

- **Total PTA Events Revenue** for the year was **£28k**, down **£15K** from the previous year (£43k in 2018-2019)
- **Total PTA Events Expenses** for the year was **£13K**, down **£6k** from the previous year (£19K)
- **Total Events Profit** for the year was **£16K**, a decrease of **£8k** from the previous year (£24K)
- **Total Other Revenue**, so income from other donations, was significantly down versus last year. Other revenue amounted to **£2K**, down from **£8k** the previous year. The 2018-2019 figures were skewed by a **£6K** employer donation which was no longer possible to receive in the 2019-2020 financial year
  - Regular Giving **£1.6k**, up £200 from last year (£1.4K)
- **Total PTA Annual Profit** (so profit from PTA run events plus other donations) for the year ended July 31,2020 amounted to a **£17K**, down **£15K** from the previous year's profit of (£32K).
- **The main drivers for the significant decrease in profits this year are:**
  - **-£6k** employer contribution
  - **-£1k** profit on the Christmas Fair
  - Plus the COVID-19 impact:**
    - Summer Fair cancelled - last year's profit for the summer fair was **£7k**
    - Ice cream sales suspended - profits down **-£1.5k**
    - Gingo (Gin-Bingo) night cancelled - expected profit would have been **£1K**
- **Which totals approximately -£16-17K lost profits versus last year**
- The decrease in profit was mitigated by the introduction of a new event – **PTA Ping Pong Nights**
  - Profit from two Ping Pong Nights after the purchase of equipment was **£1.5k** (a third event planned for May 2020 was cancelled due to COVID-19)
  - A special mention my 5-a-side football friends, and a number of the dads of class 2E, who responded to my request to help contribute funds to purchase 3 table tennis tables that enabled the PTA to get this event up and running. With the PTA only having to buy 1 table of the 4 used at events. THANK YOU!
- The PTA also benefitted immensely by a parent in class 2E who kindly donated a number of **Google phones and electronic note pads** which were used in various raffles to generate profits of **£1.5K**. THANK YOU!



#### **Bank Account Balance:**

- The bank balance remains healthy at the end of the financial year July 31, 2020
- Total Cash at Bank = **£25,401.56. Made up of the following:**
  - Main Bank Account Balance = **£4K** (Actual fig **£4,089.82**. Opening balance was £2k)
  - Savings "Reserve" Account Balance = **£20K** (Actual fig **£19,830.08**. Opening balance was £22k)
  - Regular Giving Account Balance = **£1K** (Actual fig **£1,481.66**. Opening balance was £1k)
- The bank account balances will be used to fund the following PTA upcoming events during 2020/21:
  - **Funding requests** from Clare House Primary School for the year 2020/21 which have been approved by the Committee as follows:
    - **£12.8K** for the Music Programme
    - Other events that are normally funded by the PTA (swimming lessons/coaches, Sports Day etc.) will all depend on the ongoing impact of COVID-19

#### **Annual Revenue Breakdown:**

- The total revenue generated for the financial and school year was **£30K** (down **£21k**, from **£51K** last year).
- **£30k** revenue includes all revenue generated from:
  - PTA Events **£28k**
  - One off parent donation **£50**
  - Regular Giving **£1.5k**

#### **Annual Expenditure:**

- Total expenditure for the year to host all PTA events was **£13k** (down **£6k**, from **£19k** last year).
- The main events where this expenditure occurred was:
  - Christmas Fair (**£9k**)
  - Ping Pong Nights (**£0.7K**) includes the purchases of one table tennis table and equipment

#### **Most Profitable PTA Events (where profit is above £1k):**

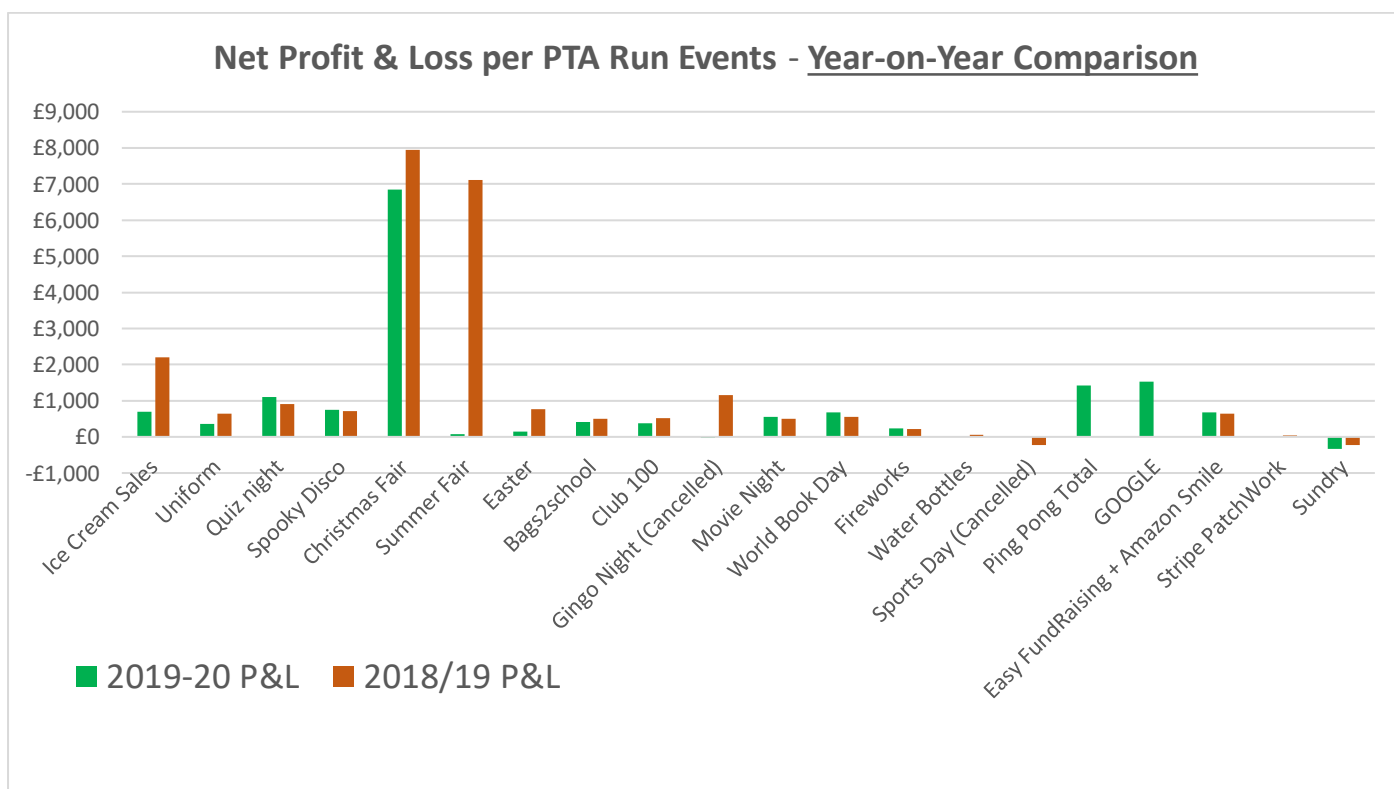
1. **£6.8K** - Christmas Fair
2. **£1.5K** - Ping Pong Nights
3. **£1.5K** - GOOGLE Prize Raffles
4. **£1.1K** - Quiz Night



**Net Profit:**

- PTA Net Profit from events and **before** donations to the school is an amazing **£16k**. This is broken down into the following events (also includes the comparison to last year 2019-2019)

PTA RUN EVENTS	Revenue	Expenses	Net P&L	2018/19 P&L	Yearly P&L Diff %
Ice Cream Sales	1,134	446	688	2,201	-69%
Uniform	353	0	353	642	-45%
Quiz night	1,520	410	1,110	912	22%
Spooky Disco	1,184	436	748	709	5%
Christmas Fair	15,863	9,015	6,848	7,942	-14%
Summer Fair	69	0	69	7,107	-99%
Easter	241	102	139	773	-82%
Bags2school	414	0	414	496	-17%
Club 100	651	267	385	521	-26%
Gingo Night (Cancelled)	0	25	-25	1,163	-102%
Movie Night	786	225	561	495	13%
World Book Day	866	187	678	554	22%
Fireworks	823	583	240	214	12%
Water Bottles	16	0	16	60	-73%
Sports Day (Cancelled)	0	0	0	-232	100%
Ping Pong Total	2,093	625	1,468	0	100%
GOOGLE	1,532	9	1,523	0	100%
Easy FundRaising + Amazon Smile	670	0	670	644	4%
Stripe PatchWork	0	0	0	38	-100%
Sundry	139	468	-329	-225	-46%
<b>TOTAL</b>	<b>28,354</b>	<b>12,799</b>	<b>15,555</b>	<b>24,014</b>	<b>-35%</b>





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- PTA Net Profit from events **including** donations received was **£17k**. This is the above profit from PTA run events (£16K), plus the following:

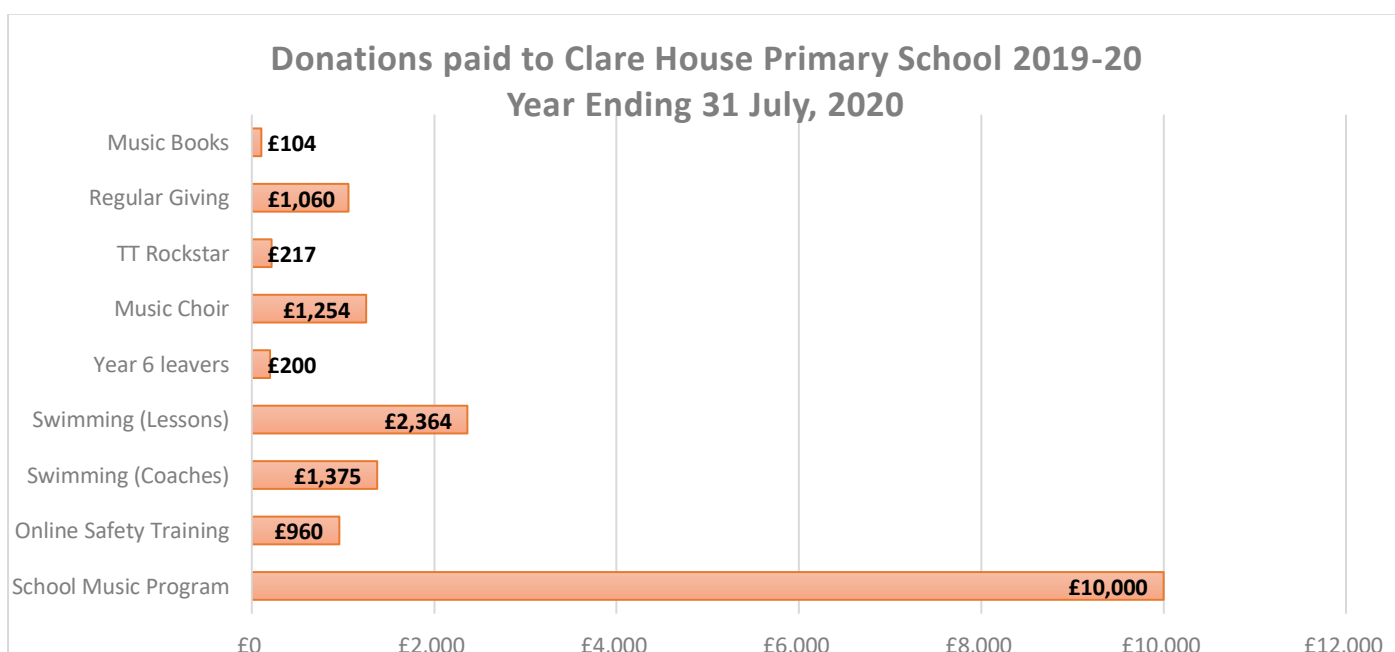
OTHER DONATIONS RECEIVED	Revenue	Expenses	Net Profit/Loss	2018/19 P&L	Yearly P&L Diff %
Employer Company Donation	0	0	0	5,921	-100%
One off Parent Donations	50	0	50	350	-86%
HMRC Gift Aid	TBC	0	TBC	TBC	-
Other	0	0	0	147	-100%
Bank Interest (received)	34	0	34	16	113%
Bank Charges (See Sundry)	0	15	-15	17	-188%
Regular Giving Received	1,514	0	1,514	1,433	6%
<b>TOTAL</b>	<b>1,598</b>	<b>15</b>	<b>1,583</b>	<b>7,884</b>	<b>-80%</b>

**Balance Sheet:**

- Current Assets**
  - Google merchandise from the previous year's balance sheet has been used at events during the year
  - Other current assets at year-end include:
    - £0.4K Stock in hand
    - £0.1K Sainsburys Gift Voucher
    - £0.1K Estimate for Gift Aid (to be received)
- Current Liabilities**
  - Current liabilities at year end amounted to **£0.1K**
    - £0.1K was a donation to the school for Music Books that was only invoiced after the financial year end (this has paid to the school in September 2020)

**Donations to the School:**

- Total donations made to Clare House Primary School during the year 2019/20 amounted to **£18k** (down **£1k**, from **£19k** last year). The reduction was mainly due to cancelled events due to COVID-19 - such as Sports Day
- The donations breakdown to Clare House Primary School can be seen in the bar chart below:
  - The Music Programme was the highest donation made to the school at **£10K** (57% of all donations)





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**THANK YOU:**

- 2019/20 started off amazingly well with a new Chair, Silvia Montanari. With the PTA events P&L rising at several events including: **Quiz Night, Spooky Disco, Fireworks, Movie Night and World Book Day**
- The new **Ping Pong nights** were well received and started to draw a crowd of dads, mums, carers and friends that have not have previously been to PTA events
- Unfortunately (due to COVID-19), PTA events ceased at the start of 2020 with the main **Summer Fair** - which usually generates one of the biggest profits for the PTA – cancelled
- This has resulted in a significant **decline in profits** for the past year in comparison to previous years
- **Thanks to Silvia** for stepping up and taking the role of Chair during the last year, your knowledge and support has helped the PTA achieve a **very respectable £17K profit** during what is probably the hardest year experienced by the PTA for a long time due to COVID-19
- **Thanks to Caroline** who has been instrumental in setting up the PTA Events website – streamlining the purchase process where the Movie Night sold out within hours
- Thank you to everyone who helped during 2019/20 and contributing to bringing in an amazing amount of profit despite the setback!
- Thanks to all the husbands and wives of the PTA members for supporting the PTA Committee in various ways
- **Thanks to David**, the accountant who has given his time for free over the past two financial years to examine the accounts
- There are a number of initiatives going on to help raise funds for the PTA despite the COVID-19 restrictions – please look out for them and help donate where possible!

Daniel Heather  
Treasurer  
Clare House Primary School PTA