

Talbot PTA Annual Treasurer's Report Financial Year 2019/2020

1. This is the annual report for year ended 31st August 2020 for Talbot Primary School Parent Teacher Association (“Talbot PTA”), Talbot Primary School, East Moor Road, Roundhay, Leeds LS8 1AF is a registered charity (no. 1093278).
2. Talbot PTA’s Constitution was adopted on 14th May 2002, and its charitable objectives are:
 - a. to help advance the education and wellbeing of the pupils of The School through a series of fundraising activities
 - b. to develop extended relationships between the staff of The School and parents of the pupils
3. The trustees closing the year, are:
 - i. Mrs Parm Gill (Headteacher)
 - ii. Mrs Rebecca Ahmed (Chair)
 - iii. Mrs Laura Webb (Treasurer)
 - iv. Mrs Helen Cornell (Secretary)
4. Discussions between Talbot PTA, the Headteacher and, if appropriate, Talbot Primary School resources sub-committee before agreeing the nature and level of donation that will be made to The School that year. Donations to fund specific items or projects which benefit as many pupils as possible are preferable.
5. Talbot PTA provides funds to the school for items which The School receives no dedicated funding from the government or local authority. These funds must fit will Talbot PTA’s charitable objectives, and be considered by The School to enhance the ability to offer the pupils the full learning experience.
6. The governors and the head teacher of The School have offered their thanks for the PTA’s donation to The School, as well as for the activities organised that contribute to the wellbeing of the school community. This has been especially important in 2020 with the impact of the pandemic.
7. Talbot PTA has no property or other assets, aside from its cash balance. It relies exclusively on people (mostly parents and staff of Talbot Primary School) donating their time in organising and managing the various events (school fairs, discos, quiz nights, etc) and relies on other Talbot parents paying to attend them.
8. As Talbot PTA has no property to maintain, minimal running costs and all of its grants are discretionary, the Trustees of the PTA have agreed that it does not generally need to maintain a high fixed cash balance. Talbot PTA aim to have a minimum cash balance of £3,000 which the Trustees monitor annually.
9. The on-going pandemic has drastically reduced Talbot PTA’s ability to fundraise since March 2020 and is likely to continue for the rest of this year. This fact brings the recommendation that a significantly higher reserve is maintained this year.

Finances Summary

At the end of the year (31 August 2020) the PTA had a cash balance of **£13,999** (includes Jackpot Club), which is a **net decrease of £2,267** on the balance of 31 August 2019 (**£16,266**).

	Balance	Income	Expenditure
Opening balance	£13,329.55		
Fundraising		£4,242.77	
Costs			-£783.03
Other income		£3,477.52	
Donation to School			-£10,390.00
Closure of 100 Club & Talbotto		£3,481.01	
TOTALS		£11,201.30	-£11,173.03
Closing balance	£13,357.82		

Fundraising

In the year to 31 August 2020 Talbot PTA raised **£7,720** through school social events, donations, grants, match funding and Jackpot Club. Key sources of fund raising in before Covid-19 lockdown included:

- Christmas Cards - £610.36, The festive fair - £2,129.35, The quiz - £1,758.80, Bags of Help grant - £2,000.00

CoVID Lockdown

The net decrease reflects the fact that all fundraising from end of February had to be cancelled due to the pandemic. The PTA organised the following activities and challenges during lockdown in an attempt to keep pupils connected with friends and school in a difficult period:

- Easter Egg design competition
- Rainbow pictures in windows to show support for the NHS
- In April we ran Talbot Hepthalon challenge to get children moving whilst at home and raise money for the local hospital. Over 100 children took part and raised £570 + gift aid
- Talbot Rainbow products were available for parents to buy

School Lottery

A decision was taken in December to launch a new school lottery scheme called “Jackpot Club”. This new scheme led to the closure of the school’s previous lottery schemes “100 Club” and “Talbotto”. The balances transferred to the main PTA account totalled £3,481.01.

Grants Made FY 2019/2020

The PTA honoured the commitments already made to The School:

Item	Amount
Playground upgrades	£4,500
Annual committed spend 2019/20 (Bug Club/ Book bags/Yr 6 Leavers Celebration)	£2,610
Christmas class gift (£50)	£900
Canopy KS1	£2,380
Total	£10,390

Fundraising for FY2020/2021

The PTA has a maximum of **£7,500** available for donation in November 2020. This includes existing annual commitments of £2,600.

This also allows Talbot PTA to maintain a £6,000 reserve (2 years x annual commitments) while fundraising opportunities remain lower.

At the AGM (03/11/20) the PTA sought consensus on the fundraising goals and options for FY2020/21. Given the government grant 'Covid Catchup' that is being made to all schools the school felt there would be less financial support needed from the PTA for projects this year.

Instead, agreement has been made to maintain the annual committed spend of £2,610, as well as supporting the school to make Christmas as special as possible for all pupils in current circumstances. Any other spending proposals for the remaining available donation will be considered carefully.

The trustees are aware that, aside from the information set out above, other matters are required by law to be disclosed in the annual report of a charity. However, the trustees are not aware of any other matter, which is relevant or appropriate to disclose against those requirements.

Signed by authorised signatory:

Laura Webb, Treasurer

Date. 3rd November 2020