

5) TREASURER'S REPORT



ST MARY'S PTA – UXBRIDGE

2020-21 TREASURER'S ANNUAL REPORT

(Bea Posada)

ST MARY'S PTA – UXBRIDGE 2019-20 ANNUAL ACCOUNTS:

They were approved by Edna Rosales, who was appointed as the PTA Independent Auditor at the last AGM, on 25.09.21.

MANY THANKS to Edna Rosales for all the time dedicated to scrutinize our accounts and for all her advice

Section A		Independent Examiner's Report	
Report to the trustees/ members of	Charity Name St Mary's PTA Uxbridge		
On accounts for the year ended	31 August 2020	Charity no (if any)	1192275
Set out on pages	3-4 <small>(Remember to include the page numbers of additional sheets)</small>		
Responsibilities and basis of report	I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2020. As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.		
Independent examiner's statement	I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect: <ul style="list-style-type: none">• accounting records were not kept in accordance with section 130 of the Act or• the accounts do not accord with the accounting records I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached. <small>* Please delete the words in the brackets if they do not apply.</small>		
	Signed:	<i>Rosales</i>	Date: 25.09.21
	Name:	Edna Rosales	
	Relevant professional qualification(s) or body (if any):		
	Address:		
Section B		Disclosure	
<small>Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).</small>			

TREASURER'S ANNUAL REPORT 2020-2021



- The second year of the current PTA team proved very challenging due to the impact of the pandemic.
- In 2019-20 the PTA had raised **£13,250** in gross income, raising **£11,443** net income (after deducting event costs).
- A huge contributing factor to that success had been the strong pre-pandemic calendar of events (Sep-March), which lessened covid's impact, thanks to the Christmas events (fayre and grotto) and monthly school/church cake sales.
- Unfortunately, this year, there was no pre-covid safety net. However, while many PTAs across the country put fundraising activities on hold, our PTA looked for creative ways to fundraise, to offset the lack of social events.
- As a result, the PTA managed to fundraise **£7,870** in gross income and **£6,665** in net income (after deducting event expenses), generating an amazing profit of **£6,425**, after deducting operating expenses.
- None of this would have been possible without our bighearted community, which generously supported us in spite of Covid:
 - Families continue to generously support PTA events, even when the pandemic impacted their family finances
 - Though we had to work even harder than the previous year, we continued to build strong relationships with existing local businesses and even managed to bring new sponsors on board. A time consuming approach of knocking on many doors, that helped us keep our costs low by securing products & vouchers donations to facilitate our events.
- The PTA appreciates parents work hard to earn the cash they donate. Hence, we have worked very hard, investing considerable time to continue to research suppliers and negotiate deals to minimise unavoidable costs.

Gross Income (Total Funds Raised) 2020-21: £7,879

- **EVENTS:** Almost 90% (£7,105) was generated by PTA events. Remarkable, considering it was only £750 more last year!
- **GRANTS & DONATIONS:** We did not receive any grants. £775 was raised by donations. Covid has had a devastating impact, so understandably many organisations have been unable to financially support small charities causes. In 2019-20 we benefited from a £2,500 grant & £750 match funding from Heathrow Airport, but these have been on hold since the start of the pandemic.
- Many companies are still **match funding**. Unfortunately, in spite of last year's appeals, most parents are still unaware that their employers may be able to donate up to £1,000 per year to the charity of their choice. Some even allow workers to take paid time off to volunteer to support their cause. It is crucial the PTA continues to raise awareness so matched funding opportunities are not missed.
- Covid had a heavy impact on businesses. So this year, our only corporate cash donation was the £75 Coopers Christmas raffle prize.
- However, parents came to the rescue once more. They astonished us by donating an impressive £320 either as donation on its own or by donating their change at the stall. We also had 2 donation events, Christmas Jumper Day & Spare Change, which proved very popular raising £379. A special mention to our Y3 which raised 30% of the Spare Change Challenge collection.

GROSS INCOME (EVENTS, GRANTS, DONATIONS)	
TOTAL GROSS INCOME - EVENTS	£7,105
TOTAL INCOME - GRANTS	£0
TOTAL DONATIONS RECEIVED	£775
Restricted donations	£75
Unrestricted donations	£700
TOTAL GROSS INCOME	£7,879

TOTAL CORPORATE DONATIONS		£75
1	Christmas Jumper Day	£163
2	Spare Change	£216
TOTAL DONATION EVENTS		£379
TOTAL PARENT DONATIONS		£320
TOTAL DONATIONS		£775

Event Net Income: £6,048

FUNDRAISING EVENTS 2020-21 - UNRESTRICTED				
No	Event	Gross	Costs	Net
1	Refunds	£35	£0	£35
2	School Lotto	£367	£0	£367
3	Easyfundraising	£117	£0	£117
4	Stampstic	£3	£0	£3
5	Uniform Sales	£300	£0	£300
6	Online Book Sale	£27	£0	£27
7	Fitness Yoga	£33	£14	£19
8	Sweepstake	£40	£20	£20
9	Christmas Cards Projects	£1,372	£911	£461
10	Christmas Tombola	£257	£21	£236
11	Christmas Raffle	£1,118	£100	£1,018
12	Christmas Crafts Workshops	£49	£15	£34
13	Christmas Biscuits	£86	£0	£86
14	Christmas Face Masks	£32	£0	£32
15	Christmas Fayre in a Bag	£400	£0	£400
16	Christmas Magazines	£24	£0	£24
17	Cadbury's Santas Chocs	£25	£0	£25
18	Cadbury's 2021 Tuck Shop	£119	£0	£119
19	Easter Raffle	£260	£0	£260
20	Easter Biscuits	£161	£3	£158
21	Easter Magazines	£46	£0	£46
22	May Biscuits & Cake Sale	£105	£16	£89
23	Cool Fridays	£247	£55	£192
24	Father's Day Raffle	£252	£7	£245
25	Balloon Race	£217	£27	£190
26	Summer Shop	£245	£10	£235
27	Summer Raffle	£1,167	£45	£1,122
TOTAL EVENTS		£7,105	£1,214	£5,860

- Overall, a very solid result was achieved, in spite of covid-19. Indeed, we only raised £188 less in events' net profit than the year before.
- Christmas (£2,313) & Summer (£1,984) events had the highest participation. Their Raffles, were the main fundraising events both surpassing £1,000 net income each.
- Unable to celebrate fayres & grotto, the PTA came with a new concept to bring their magic to kids and minimise loss of income: **Christmas Fayre & Summer Fête in a Bag**. The goodie bags were well received, particularly Christmas ones, raising together (£615) .
- We are most grateful to Gold Key Media for donating brand new magazines, to Cadbury's for the Santa chocolates; as well as to all parents who kindly donated books.
- Worth mentioning are Christmas **Cards & Santa's Sacks**, which fundraised £461. The PTA doubled the profit vs LY by switching suppliers & bringing the event forward.
- **Christmas Tombola, Easter & Father's Day Raffles** were a hit, fundraising £741.
- We did not have Naughty Fridays or Church Sales due to covid (£1,400 previous year). However, Biscuits Sales (**Christmas, Easter, Summer**) did well and together raised £333.
- Our second hand uniform shop keeps growing! It raised £175. We also sold new school bags & hats that raised £125. Total £300, plus delivering great savings to parents.
- Another success, once we could all figure it out, was the Balloon Race. It raised £190. Other schools maximise further their fundraising, thanks to inviting family & friends to participate. However, the referral rates was low in our case.

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Commission Schemes: £487 Net Income

- The PTA also set up **Easyfundraising**, which raised **£117 + £107** pending donations. Every time you shop online using our link, retailers donate money to the PTA, at no extra cost: <https://www.easyfundraising.org.uk/causes/stmarysptauxbridge/> 30 parents have registered so far, so we hope more will join & share the link to fundraise more.
- The team also set up the **School Lotto**, which has fundraised **£367**. It gives families the chance to win a jackpot of £25,000 every week. In addition, there is a guaranteed cash prize for a St Mary's participant. **Thanks to all the parents that donated their prizes!**
- We have given over **£250** in prizes so far. If more parents join not only we will fundraise more, but the size of the weekly St Mary's cash prizes will also increase. Please join in: <https://www.yourschoollottery.co.uk/lottery/school/st-marys-catholic-primary-school-uxbridge>
- In addition, the PTA has created an **Amazon Smile** account. It would be great if parents did their Amazon shopping through Amazon Smile, selecting **St Mary's PTA-Uxbridge** as their charity and the PTA will receive 0.5% cash back.
- The PTA has set up an **ebay Charity** account, as well. If you use ebay to buy or sell, please let us know and you can also fundraise for the PTA through ebay.
- We have also joined **Stampstic** where you can buy uniform labels, name stamps, markers, personalised stationary. If you need any supplies, please check them out using our link: <http://bit.ly/STAMPUB82UA> , add our PTA code at check out (UB82UA) they will donate to us.

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TOTAL EVENTS		£7,105	£1,214	£5,860

LOW UPTAKE EVENTS

- A few events had low uptake: **Fitness Class, Football Sweepstake and Virtual Christmas Crafts Workshops**. We hope you can share your feedback to understand why these have not worked out so well: stmaryspat-uxbridge@outlook.com

EVENTS COSTS

- Hard efforts to secure product donations, were key to keeping **events costs** down (**£1,214**). The highest cost was the **Christmas cards & Santa's Sacks** production (**£911**). By researching suppliers and bringing the production forward we reduced costs by more than **£200**.
- We had the cost of 2 raffle prizes: Christmas Raffle (**£100**) and Sweepstake (**£20**) prizes. This last one was donated back to the PTA (included in parent donations).
- Other event costs included: Cool Friday ice creams (**£55**), Summer Raffle tickets print costs (**£45**), Balloon Race app (**£27**), TENS licence for Christmas Tombola (**£21**), items and packaging for raffles and juices for summer shop.

Total Annual Profit: £6,415

PTA RECEIPTS & PAYMENTS ACCOUNTS

GROSS INCOME (EVENTS, GRANTS, DONATIONS)	
TOTAL GROSS INCOME - EVENTS	£7,105
TOTAL INCOME - GRANTS	£0
TOTAL DONATIONS RECEIVED	£775
TOTAL GROSS INCOME	£7,879

COSTS OF FUNDRAISING EVENTS

TOTAL EVENTS COSTS	£1,214
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TOTAL NET INCOME	£6,665
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OPERATING COSTS

TOTAL FEES	£151
TOTAL OTHER OPERATING COSTS	£98
TOTAL OPERATING COSTS	£249

TOTAL PROFIT	£6,415
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ASSETS

TOTAL ASSETS PURCHASES	£0
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DONATIONS PAID OUT TO ST MARY'S SCHOOL

Unrestricted costs	£0
Restricted costs	£100
TOTAL OUTGOING DONATIONS	£100

- Net Income was **£6,665**. We had **£249 operating costs: £151** (£40 Lottery Licence + **£151** Parentkind fees, which provides valuable PTA advice, resources, insurance).
- **£98 other expenses: £43 summer toys & cone sweet bags**. Most of these still in stock. The remaining **£45** were for a pending **Balloon Race**, **PTA Thank-you Lollies**, **padlocks** for the PTA shed and **stationary**.
- To express the PTA gratitude to families for their continue support. The PTA treated children to **PTA Thank-you lollies** back in July. Children in LEY and Y1, who were in isolation, enjoyed them this September.
- Our annual Profit after deducting Operating Costs was **£6,415**.

HOW DID/WILL THE PROFIT RAISED MAKE A DIFFERENT TO OUR KIDS?

A. ASSETS PURCHASES: No assets were purchased this year.

B. DONATIONS TO ST MARY'S SCHOOL: Our initial challenge was to fundraise for much needed ipads for every class. The School also needed help to replace EY playground equipment. The great news is that, in the end, thanks to positive changes in the school budget they could purchase all without our financial help.

- The school gave us a new target: fundraise to turn the Library into a MULTI-FUNCTIONAL & SENSORY ROOM to enable more children activities. As this will require considerable investment, our Stage 1 goal was £3,000. Thanks to all you we have smashed the target (more than doubled!). Impressive considering covid!
- The PTA has donated £100 towards the purchase of dictionaries to help children improve vocabulary, key objective in our school curriculum.
- We are also donating £200 for the new parasols you would have seen in the picnic tables next to Y6 entrance. These will be of great help to enable more outdoor learning activities in the sun. However, this purchase will come from the PTA's next year budget and it is not reflected in 2020-21 accounts.

TOTAL PTA FUNDS AVAILABLE AT THE END OF THE FINANCIAL YEAR: £8,660

TOTAL FUNDS PTA	£8,660
Bank Account	£8,622
Petty Cash	£37

- The PTA current available funds (**£8,660**) consists of:
 - **£8,622** in the PTA Bank Account
 - **£37** in the Petty Cash

Carried over 2019-20	£2,403
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- **£2,403** of those funds were carried over from the previous year 2019-20.

We knocked on many door to secure gift donations. Estimated value: £6,204

- Less than 1/10 approaches result in donations. The PTA commitment to appeal to businesses, while time consuming, has really paid off.
- We secured **£4,380** in **PRODUCT DONATIONS**, from businesses and parents, which have allowed us to facilitate events, save costs and give out prizes.
- Our new sponsor, **Gold Key Media**, were the highest value donor, generously donating **£2,000** in magazines, key to deliver goodie bags, magazine shops and prizes.
- **Cadbury's** donated **£620** worth of Santa Chocolates for Christmas goodie bags & chocolate tuck shops, jumpers, as well as the delicious Easter egg hampers .

PRODUCTS DONATED				
Item	Units	Value	Donnor	Facilitator
Santa selection boxes	250	£500	Cadbury's	BP
Cadbury's Santa's jumpers	6	£120	Cadbury's	BP
Dr Sebagh - Pure vitamin C Powc	1	£60	Parent donation	BP/EG
Diamond & Rubies Perfurm - Eliz	1	£20	Parent donation	BP/EG
Artis Make - up Oval Brush	1	£20	Parent donation	BP/EG
Lisa Franklin Pro-effect luminesc	1	£140	Parent donation	BP/EG
Dermatologica Prisma protect	1	£18	Parent donation	BP/EG
Laura Mercier Translucent Loose	1	£32	Parent donation	BP/EG
Ren Perfect Canvas cleanser	1	£23	Parent donation	BP/EG
Sisley Instant Jeuneuse Black Ro	1	£80	Parent donation	BP/EG
National Geographic Kids	25	£113	Gold Key Media	BP/EG
Beano Especial	20	£100	Gold Key Media	BP/EG
Beano Standard	20	£55	Gold Key Media	BP/EG
Match of the Day Especial	25	£125	Gold Key Media	BP/EG
Match of the Day	10	£30	Gold Key Media	BP/EG
Lego Heroes	40	£160	Gold Key Media	BP/EG
Girls Art	20	£80	Gold Key Media	BP/EG
Frozen	10	£40	Gold Key Media	BP/EG
Cbeebies	18	£90	Gold Key Media	BP/EG
Hey Duggie	36	£144	Gold Key Media	BP/EG
Hatchimals	36	£144	Gold Key Media	BP/EG
Andy amazing adventures	9	£45	Gold Key Media	BP/EG
Moroccanoil Protect & Prevent S	1	£20	Salon Express	BP
Moroccanoil Perfect Defense Spi	1	£20	Salon Express	BP
Toys	4	£50	Playmobil	BP
Easter egg hampers	3	£60	Cadbury's	BP
Toiletries sets	2	£35	Parent donation	PD
EJ Gallo wine	12	£80	EJ Gallo	BP
EJ Gallo wine	12	£80	EJ Gallo	BP
Bottle Jack Daniels	1	£25	The Dolphin	BP
2 bottles Budweisers	2	£3	World Wine Express	BP
Tesco Hamper	1	£20	Tesco	BP
Carousel Picnic Pack for Emmi	1	£5	Tesco	BP
Elemis Lip balm	100	£100	British Airways	BP/EG
Elemis Lip - travel eye cream	100	£100	British Airways	BP/EG
British Airways Aluminium bottl	60	£120	British Airways	BP/EG

PRODUCTS DONATED				
Item	Units	Value	Donnor	Facilitator
Samsonite Magnum Eco Suitcase set	1	£350.00	Samsonite	BP
Marvel Avengers - Thanos	1	£10.00	Tesco	BP
Make up - The Gold Collection - Max Factor	1	£15.00	Parent donation	DA
Molton Brown 6 bar soap box - Mandarin & S	1	£15.00	Parent donation	DA
Accessorize wallet	1	£15.00	Parent donation	DA
Toys - The Real Ghostbusters	1	£10.00	Playmobil	BP
Playmobile Country Set	1	£10.00	Playmobil	BP
Dragons DVD Video	1	£10.00	Playmobil	BP
Baylis & Harding - Peach Bellini Hand & Body	1	£5.00	Parent donation	PD
Baylis & Harding - Luxury hand cream set - Fl	1	£10.00	Parent donation	PD
Baylis & Harding - Luxury hand cream set - Pi	1	£10.00	Parent donation	PD
Baylis & Harding - Linen rose & cotton hand &	1	£5.00	Parent donation	PD
Claire Body lotion	1	£5.00	Parent donation	PD
N7 - Ready for Radiance - skin & make up set	1	£25.00	Parent donation	PD
Badgequo - Nearly Nude eye palette	1	£10.00	Parent donation	PD
Badgequo - Get that glow - face palette	1	£10.00	Parent donation	PD
Penguin Craft Set - Craft Crazy	1	£3.00	Parent donation	PD
Rose Prosecco	1	£10.00	Parent donation	PD
Spirit Peers Hardy rose and silver diamante v	1	£17.00	Parent donation	PD
Spirit Peers Hardy gold wantch & bracelet	1	£17.00	Parent donation	PD
CBBS ice-cream	20	£99.80	Gold Key Media	BP/EG
CBBS Pirate	16	£56.00	Gold Key Media	BP/EG
Jurassic World	12	£42.00	Gold Key Media	BP/EG
Frozen	14	£69.86	Gold Key Media	BP/EG
Disney	14	£69.86	Gold Key Media	BP/EG
Match of the Day	40	£159.60	Gold Key Media	BP/EG
Lego	40	£159.60	Gold Key Media	BP/EG
Beano	50	£137.50	Gold Key Media	BP/EG
National Geographic Kids	40	£169.60	Gold Key Media	BP/EG
Ice cream	24	£4.00	Parent donation	PD
TOTAL VALUE OF PRODUCTS DO		£4,344.58		

- Samsomite (£350), EJ Gallo wines (£160), British Airways (£320), also made very generous donations.
- Other donors included Playmobil, Tesco, Salon Express, The Dolphin, World Wine Express.
- We are most grateful to all our corporate donors for their generous donations in these difficult times.
- We also really appreciate all the parent donations we have received.
- In addition, to those listed we have also received many books and uniform donations, as well as PPE, tissues, soap, kitchen/toilet roll, etc. donated directly to the school (none listed).

VOUCHERS & GIFT CARDS DONATED

Type	Units	Value	Donnor	Facilitator
Photography	1	£245	Venture Photography	BP
Restaurant	1	£50	Red Iron Burger	BP
Hair Salon	1	£45	Salon Express	BP
Eyelashes	1	£90	Blink & Blow	BP
Restaurant	1	£15	Rooster Piri-Piri	BP
Restaurant	1	£10	Coffee Break	BP
Butchers	1	£20	Byrons - Iver	BP
Photography	1	£315	Venture Photography	BP
Photography	1	£245	Venture Photography	BP
Coopers	1	£75	Coopers	BP
Butcher	1	£20	Roosters Piri-piri	BP
Restaurant	1	£20	Chez Melissa	BP
Restaurant	1	£30	Dragon Rickshaw	BP
Professional cleaning (kitchen)	1	£195	Fleks Solutioms	BP
Car - Free MOT	1	£40	Halfords	BP
Car - Free Interim Service	1	£185	Halfords	BP
Barber - 2 trims	1	£20	On Point	BP/DA

TOTAL VOUCHERS/GIFT CARDS £1,620

ASSETS & EQUIPMENT

Type	Total Unotal valu	Donnor	Facilitator
Small paper plates	24	£1	The Pantry
5 x 16 red paper cups	80	£5	The Pantry
4 x 16 Christmas napkins	64	£4	The Pantry
18 x 23 x 9 paper bags (handles)	250	£42	The Pantry
White paper food bags	300	£17	The Pantry
Paper baguette bags	3000	£83	The Pantry
Plastic carrier bags	2000	£28	The Works
Hamper Basket	1	£10	Parents donation
Hamper Basket	1	£10	Parents donation
Sweet Cups	30	£5	Parents donation

TOTAL ASSETS & EQUIPMENT £205

Vouchers, Gift Cards & Equipment Donations

- We have also been lucky to receive numerous **VOUVHERS/GIFT CARD** donations from corporate donors worth **£1,620**. **Venture Photography** have donated **£805** worth of photography vouchers.
- Other generous donations have come from **Fleks Solutions** (professional cleaning), **Halfords**, **Blink & Blow**, **Red Iron Burger**, **Coopers**, **Rooster Piri-Piri**, **Salon Express**, **Chez Melissa & Coffee Break**, **Dragon Rickshaw**, **On Point**, **Byron's Butchers**, etc.
- Businesses and parents have also donated **EQUIPMENT** (worth **£205**). A special mention to **The Pantry** for their kind donations of packaging for different activities and materials for the Christmas Crafts Workshop, worth over **£150** and **The Works**.
- We thanks all the business and parents who donated products, vouchers, gift cards & helpful equipment items.

TOTAL GIFT DONATIONS £6,204

THANK YOU SO MUCH....

FOR GETTING US THROUGH THIS CHALLENGING & MAKING IT A SUCCESS!!!

- **To all the families** who kindly supported our events, helped at the stalls, donated cash and products, no matter how big or small. Even those little pennies added up in the end!
- **To the businesses** that cared and did their best to support us, when they may have been struggling. Please support & thank them if you have the opportunity. They will appreciate to learn they made a difference.

A SPECIAL MENTION TO:

- Our PTA team for all their hard work and for securing many donations
- The Class Reps for keeping us up to date
- Irene & Isabel for being the extended arm of the core PTA team and helping with many events
- All those who donated books, uniforms, PPE equipment and school supplies
- Parents who donated their School Lotto & Sweepstake prizes
- Cecilia for the many product donations received this year
- Eamon for bringing British Airways & Global Key Media on board
- Our thanks to Anne and the Chairs for their amazing bakes
- Beverley for helping with our Cool Fridays ice cream supplies & donations
- The School for their support: Miss Shevlin, Mr Keveany, Mrs Chavez, Mrs Young, and very specially to Mr Ellis.

Thank you! 