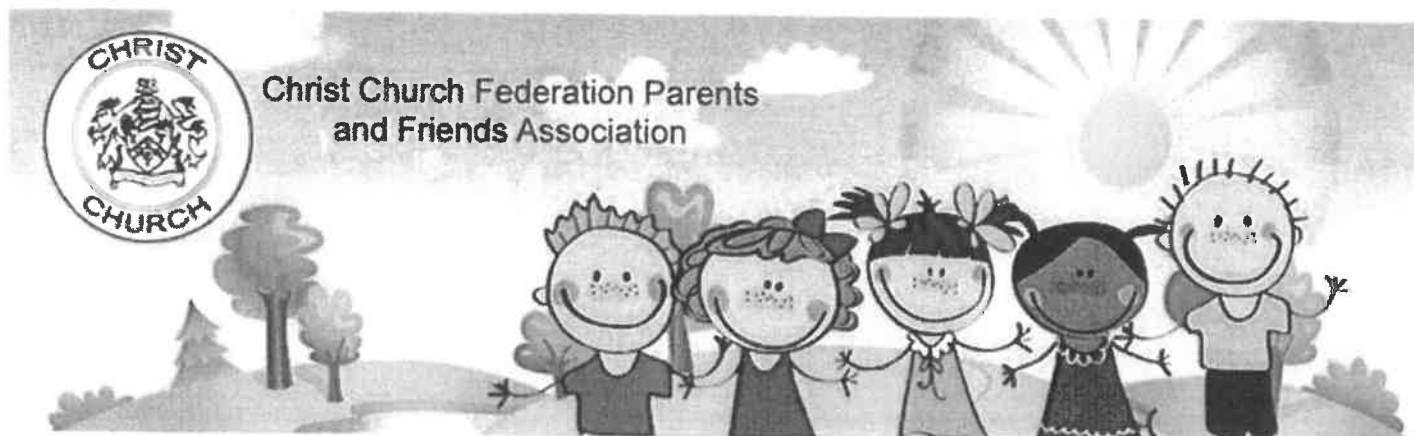


**Christ Church (Church of England)
Federation Parents and Friends Association
Accounts for the year end
31 August 2023**



**Christ Church (Church of England) Federation Parents
and Friends Association**

Accounts for the year ended 31 August 2023

Charity Number: 1170300

Parentkind
Member Association

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TRUSTEES

The members of the Committee who served during the year are detailed below.

Chair	Lianne Whittaker
Vice chair	Claire Thomson
Treasurer	Rebecca Ellison
Vice Treasurer	Claire Thomson
Secretary	Lindsey Godfrey
Vice Secretary	Rachel Evans (until May 23, then vacant)
Nursery Representative	Vacant
Infant Representatives	Rachel Evans (until May 23, then vacant)
Junior Representatives	Nick Burdon, Deb Broomhall
Teacher Representatives	Mrs Billson and Mrs Granger

Principal address

Christ Church Infant School & Nursery, Shaw Lane, Wolverhampton, WV6 8EL

Bankers

Barclays Bank, Queen Square, Wolverhampton, WV1 1DS (To June 2023)

Lloyds Bank, 98 Victoria St, London SW1E 5JL (From December 2022)

Insurance

PTA-UK membership has subscription-linked insurance cover.

The members of the Christ Church Federation PFA present their Annual Report for the year ended 31 August 2023.

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ANNUAL REPORT

MANAGEMENT

Governing documents

The PFA is governed by its Constitution last amended in June 2016.

Membership

Membership shall consist of all parents and/or guardians of pupils attending the infant and junior schools and nursery and all Teachers and can also include past parents, grandparents, friends of the infant and junior schools and nursery, ancillary staff and Governors'.

Committee

The Officers and Committee are elected at the Annual General Meeting (AGM) and serve until the commencement of the next AGM. The Committee is self-appointing. New members of the Committee are elected based on nominations from the Committee and based on professional qualities, experience, personal competence and availability.

OBJECTS, AIMS, OBJECTIVES AND ACTIVITIES

Objects

The object of the Association is to advance the education of the pupils in the infant and junior schools and nursery. In furtherance of this objective the Association may:

- a) Develop a more extended relationship between the staff, parents and others associated with the infant and junior schools and nursery.
- b) Engage in activities which support the school/nursery and advance the education of the pupils attending it.
- c) Provide and assist in the provision of such facilities or items for education at the infant and junior schools and nursery (not provided from statutory funds) as the committee, in consultation with the Governing Body, shall from time to time determine.

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Aims

The Association's aims for the public benefit are:

- a) To work with our infant and junior schools and nursery, parents, pupils and the local community to put on a range of events and activities. These help to build the school community, break down barriers and help fundraise.
- b) To use our funds to purchase a range of goods and services that help advance the education of pupils at our schools.

Primary objectives

The primary objectives of the Association to fulfil these aims are:

- a) To raise funds to help support additional activities.
- b) To provide items for education which are not provided from the statutory funds.
- c) To put on events to bring parents, teachers, pupils and the community together thus developing a more extended relationship.

The committee decide how to spend the funds raised. A request for funding is presented to the committee at a meeting and the committee determine if the request fulfils the criteria to advance the education of pupils at the School; a vote is then taken to approve the request. We take advice from the head teacher and/or other members of the senior leadership team on goods and/or services that are required to advance the education of pupils at the current time. We may undertake some longer-term projects depending on the needs identified to advance the education of pupils at the school.

Principal activity

The PFA's principal activity, as specified in the Constitution, is to advance the education of the pupils in the infant and junior schools and nursery, and, in this, the PFA has again had a successful year.

Funding requests received during the year were approved which were to advance the education of the pupil in the school/nursery.

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FINANCIAL REVIEW

As part of the merger of the PFA it was agreed that funding for events across both schools would be shared, but profits from single school events would be retained by that school.

The PFA's activities during the year have raised funds of £6,786.72. Funds donated to the Infant School and Nursery have been £3,123.35, funds donated to the Junior school have been £709.88. The net surplus for the year is £2,691.68.

The PFA's reserves policy is to maintain sufficient unrestricted income reserves to enable it to meet its short-term financial obligations. The level of unrestricted reserves at the end of the year were £7,500.38 which is deemed to be sufficient.

TREASURERS STATEMENT

These accounts have been prepared on an accruals basis, on the assumption that the organisation is a going concern. The accounts are considered to be an accurate and fair representation of the Charities financial position.

Name: Mrs Rebecca Ellison MAAT

Signed: Rebecca Ellison

Date: 31/08/23

**Christ Church (Church of England)
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INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF CHRIST CHURCH (CHURCH OF ENGLAND) FEDERATION PARENTS AND FRIENDS ASSOCIATION

I report on the accounts of Christ Church (Church of England) Federation Parents and Friends Association (charity Number 1170300) for the year ended 31 August 2023 set out on pages 9 to 13.

Respective responsibilities of Trustees and Examiner.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the Charities Act 2011,
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any

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requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Name: Mrs Alison Tomlinson BA ACA
Relevant professional qualification: ACA
Address: 19 Broadway, Finchfield, Wolverhampton, WV3 9HG



Signed: Alison Tomlinson Date: 16/09/2023

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STATEMENT OF PROFIT OR LOSS

	Notes	2023 £	2022 £
Funds raised for the year	2	13,247.79	9,726.86
Costs incurred in raising funds	2	(6,411.67)	(4,347.93)
Profits from fundraising	2	6,836.12	5,378.93
Administration costs	3	(300.21)	(266.08)
Funds spent directly for the benefit of the children	4	(3,844.23)	(4,957.81)
Surplus of funds in year		2,691.68	155.04

**STATEMENT OF FINANCIAL POSITION
At 31st August 2023**

	Notes	2023 £	2022 £
Current assets			
Stock	5	115.38	110.57
Bank	5	7,384.00	4,711.67
Cash	5	1.00	58.54
Total assets		7,500.38	4,880.78
Equity and liabilities			
Equity		7,500.38	4,808.70
Outstanding liabilities	6	0	72.08
Total equity and liabilities		7,500.38	4,880.78

APPROPRIATION ACCOUNT

	Notes	Infants/Nursery £	Juniors £
Opening balances at 01 st September 2022		2,531.00	2,277.69
Profit from events		3,474.92	3,311.80
Admin cost share		(130.91)	(130.91)
Donations to school		(3,123.35)	(709.88)
Closing balances at 31 st August 2023		2,751.66	4,748.71

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NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

The financial statements have been prepared to give a 'true and fair' view and have been prepared on an accruals basis.

2. FUNDS RAISED

Event	Funds raised	Costs incurred in raising funds	Infants/Nursery profit share	Juniors share	profit
Amazon	48.55		24.28	24.28	
Bags 2 school- Oct	40.00		20.00	20.00	
Bags 2 school- March	52.50		26.25	26.25	
Cake sale- May	249.19	4.00	168.09	77.10	
Christmas Cards	477.07		264.30	212.77	
Christmas Fair	1,999.75	582.97	708.39	708.39	
Easter egg raffle	434.79	43.49	200.56	190.75	
Film night- Nov	1,187.65	165.81	447.28	574.56	
Film night- April	640.41	69.34	346.98	224.09	
Misc. donations	14.00		7.00	7.00	
Pub quiz	0	32.98	(16.49)	(16.49)	
Scholastic Book Fair- Oct	579.24	602.99	(11.35)	(12.40)	
Scholastic Book Fair- March	909.05	923.17		(14.12)	
Summer Fayre	6,566.19	3,986.92	1,289.63	1,289.63	
Total Income	13,198.39	6,411.67	3,474.92	3,311.80	

Bags 2 school clothes collections ran simultaneously at both schools. Parents and supporters donate unwanted clothing and Bags 2 School weigh the clothing and pay the market price based on the weight.

A cake sale was held outside both schools in May, with cakes donated by parents.

Christmas Card packs were sold which were based on the designs by the children at both the Infants and Nursery and Junior Schools. Gift tags, wrapping paper, mugs, bags and tea towels were also sold.

The Christmas Fair was held at the Junior School and included PFA, School Council and Year 6 stalls. Support was received from parents and staff from the school in running stalls and giving donations towards the event. The children enjoyed the event, which included a Santa's Grotto.

An easter egg raffle was held, with tickets sold in both schools and a winner chosen each day for the

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2 weeks leading up to Easter.

Film nights were held in November, for the first time simultaneously at both schools, and April. These were very well attended and parents liked that all Infant and Junior children were able to attend.

A pub quiz was planned for February, however was cancelled at the last minute because of low take up.

The Scholastic Book Fairs were run simultaneously in both schools this year by the PFA. The money raised is paid to Scholastic but rewards are earned based on the value of sales. These rewards can then be spent on books for the School libraries. Two book fairs were held this year, rewards earned equated to £162.86 for Infants and £301.52 for Juniors.

The Summer Fayre in June is the biggest fundraising event of the year, which was held again at the Junior school. Great support was received from parents and staff from the school in running stalls and giving donations towards the event. Sponsorship was provided by local company Onyx Accountants and other local companies provided gifts for the Grand Draw. The event was well attended and the feedback from children was that they enjoyed the event, which included a Punch & Judy show and music provided by a local DJ.

Cashback donations were received from Amazon Smile. The Amazon Smile programme has now closed.

3. ADMINISTRATION COSTS

Cost area	Costs	Infants/Nursery share	Juniors share
NCPTA Renewal	140.00	70.00	70.00
Annual film license	75.52	37.76	37.76
Lottery license	20.00	10.00	10.00
Miscellaneous administration costs	26.29	13.15	13.15
Total admin costs	261.81	130.91	130.91

NPCTA renewal pays for our membership of Parentkind for PTA resources and indemnity insurance.

The film license allows us to show films and charge for admission for film nights.

The lottery license allows us to run raffles selling tickets to external parties.

Administration costs incurred were a gift for the accounts auditor, stock write off, and stamps.

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4. FUNDS SPENT DIRECTLY FOR THE BENEFIT OF THE CHILDREN

All the funds provided to the School were to advance the education of the pupils and are detailed below.

	Infants/Nursery	Juniors
Christmas Party and gifts	303.80	
Funding for parents that can't contribute	200.00	
IT equipment	1,389.15	
Polyphones workshop	635.00	
Year 2 leavers bibles	479.40	
Leavers party for year 2	116.00	
Dictionaries and thesauruses		684.88
Misc donations		25.00
Funding given to school	3,123.35	709.88

The Infants and Nursery Christmas party food was provided by the PFA and books donated to the School to be given to the children as Christmas presents.

Funding is provided to the Infants School to cover transport and entrance costs for educational trips for those parents who can't contribute towards the costs.

The polyphones music workshop funded during the year greatly enriches the education of the pupils at the school. Funding was provided to support various off-site visits throughout the year if parents cannot contribute and to subsidise the high cost of some visits.

This year the PFA has bought the remaining, previously committed, ipads for the Infant and Nursery school.

The school is a church school and as such religious education is an important element. Funds were provided to purchase bibles for the Year 2 children. Year 6 leavers bibles were funded by remaining Junior School PFA funds.

The Year 2 leavers party enabled the children and their teachers to mix in an informal social setting. Food and the cost of the DJ for the disco was provided by the PFA.

Dictionaries and thesauruses were bought for Years 5 and 6.

Misc donations included sweets donated to the Junior school after the Christmas Fair.

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5. ASSETS

The PFA holds a small amount of stock from the Film Nights, Christmas Fair and Garden Party for future events. These include:

- Stationery items - raffle tickets
- Christmas gift books
- Stall prizes – balloons, tattoos, Christmas grotto prizes, bags for filled bag stalls
- Other consumables - plates, cups, napkins, black bags, foil, scourers, nail varnish remover, cotton wool, hand gel

The value of this stock is calculated from purchase price as £115.38 at the close of accounts.

Other garden party stock, such as craft materials, have not been quantified.

Other non-consumable assets held by the PFA are equipment for Garden Party activities, including coconut shy, paddling pool, ducks, roll a ball table, bunting, folding tables and tombolas. The value of these assets is also not quantified for the purposes of these accounts.

Assets represented by:

	Bank accounts	Petty cash	Stock	Total
Opening balance	£4,711.67	£58.54	£110.57	£4,880.78
Change in year	£2,672.33	(£57.54)	£4.81	£2,619.60
Closing balance	£7,384.00	£1.00	£115.38	£7,500.38

Petty cash is held by the Treasurer for small item expenditure. The balance of the petty cash will be transferred to the new treasurer in September 2023.

6. OUTSTANDING CREDITORS/DEBTORS

There are no outstanding liabilities at 31st August 2023.

