

TREASURER'S REPORT - 2016/2017 FINAL

Year End 31 August 2017

Notes for EGM 12th October, 2.30pm, St. Edmund's Catholic Primary School hall.

Welcome, Thanks to those attending and those who supported the PSA events last year (organising and attending), Thanks also to last year's PSA committee. I am pleased to present last year accounts in Lynn Otugha's absence (last year's Treasurer). Thanks also to the School Bursar, Mrs Pepper who has help review the accounts from last year and propose processes and improvements that the PSA are undertaking this year.

Summary - Pleased that the P&L has shown a growth of over £1500 (20%) in the events net of direct expenses. Note that although part of the PSAs object is to raise funds to support the education of the children, the PSA's objective is also about joining together the parents, staff and children through community events. This is reflected in how the funds are spent (refer to the 'Other Expenses') which we will look at shortly.

P&L Notes

Events (net of direct expenses)

1. Christmas Fair was a couple of hundred less than previous year. We have a PSA team already working on a 'Christmas Market' for this year so hope that this will be a fun as always for the children but also that the profit reflects the hard work of the team involved.
2. Summer Fair was in line with money raised last year - the total is about £1.4k as it includes the funds raised to support the purchase of a Beach wheelchair in memory of Mrs Flew. About 50% of the amazingly successful £5 Challenge was also from the Summer Fair. There was lots of good feedback from the Summer fair and people particularly like to see the Children's involvement at using their talents to run stalls and make items to sell.
3. Great success from the £5 Challenge. The children seemed to really enjoy this and were quite enthused. The PSA is going to launch this entrepreneurial challenge again shortly and hopes that there also be some children led stalls at the Christmas Market.
4. Film shows - very popular and children enjoy these shows. Good steady income for the PSA. Hardest thing is getting the hall and dates to run these. The PSA is looking at options to keep these in the diary this coming year.
5. Cake Sales - steady income again and up £350 on last year. Feedback from last year was that people spend more on homemade goodies and want balance in types of produce. So new approach started this year through the new 'Baking Committee'. Donuts will still be sold (don't fret) but at prearranged times so that the efforts off homemade bakers are valued and appreciated!
6. Smoothie Sale - reflecting feedback from parents there was a more healthy smoothie sale run. This was a great success financially and for the children and parents health. There was donations of fruit from local greengrocers. The PSA has plans to run this again this year and is looking for volunteers.

7. Spooky Quiz - great event for the Children and raised great money. Y6 ran this last year and to run this again planning would need to start quite early in the year.
8. Discos - again a steady income and popular with the children and so will continue to run as usual this year with a few tweaks around the DJ and dancing based on feedback and trial last year.
9. Second Hand Uniform sale - such a good income and invaluable for parents looking for cheaper uniform and spare jumpers!
10. House T-shirts - not so many sold this year. Partly as the smaller stock had been sold out and so new reception children opted for home alternatives.
11. Girls Night In - great success financially and for the ladies to get together for some fun. Entertaining movie and good value prosecco helped with it's success.
12. Jumble sale - This was run at the Wilfred Noyce centre in Godalming. Although good income this was a lot of effort before and after the event.
13. Sundry - this includes some community events such as the Duck race, easter egg hunt, that may be fun but may not bring in the profits. PSA will watch these sort of events carefully this year.
14. Lottery - good to see this being run last year as it is good income and there is still support for this. Money from this is to support families who struggle with the extra expenses for school trips etc.

Other Expenses:

1. Class Funds - this is money given to the class teachers each year to buy items required for the rooms including craft materials and material for class assemblies.
2. New Playground - much needed and Children thoroughly enjoying the new equipment
3. Trip Support - donation to St. Edmund's school to reduce the costs for school trips and support families with these extra expenses
4. Community support - stall at the summer fair explicitly to raise money to support a community fundraising activity (Beach Wheelchair in this case).
5. Other Expenses - some one-off expense to support some sundry events, some bank charges and other incidentals.
6. Class Gifts - support for Class Teachers for Christmas gifts for the children.
7. PSA General expenses - laptop support, printing expenses (ink and paper), admin support, bank fees.

Stock Write Off

There was a large stock write off this year due to a change in policy to account for all purchases in the year to be recorded as an expense under cash accounting. The write-off includes the BBQ, shed shelves and gazebos. The exception is for the laptop which will be fully written down at the end of this year.

Balance Sheet

Cash

Dormant Barclays account cash. This has been minuted in previous meetings and is cash in a dormant account. If the PSA can't ensure Barclays release this by May it will need to be written off. The PSA will try to avoid this.

Cash in the current account is healthy and the PSA is hoping to fund 8-10 laptops for the School shortly (see later agenda point). At the end of the financial year there were some uncleared lodgements and cheques/payments (refer to the liabilities).

Other Assets - as mentioned above regarding the stock write offs, there is a change in policy and the only remaining assets with value are the remaining house T-shirts and the laptop.