



Belmont
A special school



Friends @ Belmont PTA

Reg Charity 1172082

Treasurers Report for Year Ended 31 December 2022

The F@B PTA exists to raise funds to engage in activities or provide facilities and/or equipment which support the school and advance the pupils experience during their time at the school. We work closely with Belmont Senior Leadership Team, and the School Council in identifying targets for our fundraising.

Monies are accounted for on a simple Receipts and Payments basis with all surpluses being allocated for the benefit of pupils as and when requested and agreed with F@B committee and Senior Leadership Team.

We are a registered charity and adhere to the code of conduct laid down by the Charity Commission.

We have annual running expenses which are PTA membership fees and Account Audit Fees these currently account for less than £200 of expenditure in the year and are necessary to ensure we are covered legally. In addition there are necessary expenses for events such as licences and printing that have to be purchased, these costs are allocated to events as expenses of the event.

All bank correspondence is registered to the school address and cheques require 2 signatories, at present 3 people are registered to sign cheques they are: Carolyn Jones (Treasurer) Sarah Jones (Secretary) and Jan Tee (Governor).

We have where possible reduced the amount of cash payments for expenses. Following the closure of a number of bank branches and the challenges of operating during the pandemic, we now hold a float of £76 in cash should it be required.

Summary of Fundraising in 2022

(figures are rounded to nearest whole for ease of reporting. Analysis is included on the attached spreadsheet summary and a full copy is available on request)

We started the year with £17,503 in the bank. We have identified that we need to maintain around £1,500 in our account to operate insurance, licences and cover costs of putting on fun day. Any additional monies are used for the benefit of pupils and staff after legitimate expenses are deducted.

It has been a busy year with a fantastic new team and some "Old Timers" pushing to raise even more money. This year for the first time we held both a Summer Fair and a Christmas Fair both of which though hard work contributed greatly to funds. Activity days held by school have

provided another steady source of fundraising and the commitment of the team to building corporate relationships, sponsorship and donations is great to see.

Receipts

Our largest fundraiser of the year was our Summer Fair (back with a bang this year after a notable absence). A total of £3,500 was banked and after costs this was £3,011 a fantastic target achieved.

The Christmas Fair banked £2,043 and after costs this was £1,660 again a great total especially with all the financial challenges and the fact that we haven't generally held anything at this time of year.

Activity days bring in a steady stream of funds at little or no cost and help to contribute to the running expenses of F@B

This year donations, in varying forms have been a significant chunk of income bringing in £3,197. A significant donation of £2,400 from Bennetts coaches got the year off to a fabulous start and was eagerly spent by school. There have been opportunities to build a link with Bennetts and we hope that their support will continue. A number of staff have been involved in sponsor initiatives and Just Giving continues to feed regular money into the account, well worth the monthly fee.

Cost of Events

Our PTA membership increased slightly from £110 to £116 based on the size of school and this is now on Direct Debit so renews annually the next band change is some way off (at around 400 pupils). Whilst we do not legally have to conduct an annual accounts audit at present, we have undertaken this on a voluntary basis and adopted this as "good practice". As I write our accounts are as yet to be audited. This will be updated within a normal committee meeting.

Unfortunately our lottery licence lapsed and we have had to re-apply this year at a cost of £40, annual renewal is set to be £22. The chair has now taken over this responsibility and renewal is set for early Autumn term.

We have purchased a number of capital items this year, relaunching our F@B t-shirts as polo shirts, which cost us just over £300. Our thanks goes to Emma Irvine for providing revised logos for us free of charge and school for helping us with the supplier.

We also purchased a Sum up machine at around £34 which has given us added flexibility at events and transaction charges, whilst deducted at source are minimal. This said the majority of our events remain largely cash based.

Payments

We paid out £2,503 to school for the benefit of the pupils. This paid for Autism communication boards to be installed around site, Easter Egg treats for the children, An ice cream van to visit at the Jubilee picnic and all the children and staff received free ice cream. Various equipment, scooters, balance beam etc and additional events during diversity week. We also provide money to assist with the care and upkeep of the guinea pigs.

Summary

At 31 Dec 2022 we hold £22,252 in the bank. We will be working with Mr Day the SLT and school council to allocate funds for the benefit of the school.

£10,000 is still ringfenced for the Wellbeing Centre an update on this is being sought and will be dealt with as an agenda item at the ordinary meeting as there is an application to divert these funds to a more pressing capital purchase.

It has been a F@Bulous year of fundraising with an ever growing committed team, led ably by our Co-chairs Ruth & Neil who have brought new energy, enthusiasm and perspectives to the group.

Last year there was a collective large intake of breath when I challenged F@B to raise £6,000 in the year – well we smashed that one folks! – Over £10,000 Gross and after event costs a net gain of £8,275. We should rightly celebrate and be proud of what we have achieved and that over 80% of what we raise goes directly to benefit the school.

With that in mind target setting for 2023..... We dream big, but let's see if we can at least equal 2022 again.

Friends at Belmont - Cash Book 2022

Summary year to date @31 December 2022

	Amount	Analysis		Other Receipts / Payments
		Fairs & Activity Days	Grants	
b/fwd 2022	£17,503.48			
Receipts	£10,127.81	£4,947.03		£3,197.42
Payments	£5,461.13	£0.00	£2,502.93	£976.50
Cash not banked	£18.98			
Net Cash	£22,170.16	£4,947.03	-£2,502.93	£2,220.92

The Friends at Belmont PTA

Assets

B/f 2022	<u>£17,503.48</u>
Cash	<u><u>£76.00</u></u>

Income and Expenditure Summary

Income

Events	£6,930.39
Misc	£3,197.42
Cash not paid in	<u>£18.98</u>
	<u>£10,127.81</u>

Expenses

Events	£874.24	
Misc	£976.50	
Sum Up Costs	£2.54	<i>deducted at source</i>
Floats	<u>£1,853.28</u>	<i>£1,110.00</i>

Grants made to school £2,502.93

Net profit for 2022 £4,666.68

Wellness Centre £10,000.00 Ringfenced

Working Cash £12,170.16