

# Lady Boswell's School

## Parent Teacher Association

### Report and Accounts

#### 1 September 2015 – 31 August 2016

Your PTA donated items totalling **£9,600** to school in the 2015-16 academic year. Thank you for supporting our fundraising events – here's what we bought!

**Gazebo & Accessories**

**£1,359**



**History Timeline**

**£589**





Parentmail

£456

Pirate Ship

£360



Costume Storage Boxes

£113

Year 6 Books

£160

School Badges

£160

Trophies

£240



**Netball Kit**

**£490**



**Classroom Contributions**

**£2,000**



**Waterproof Trousers for Forest School**

**£432**



**Willow Maintenance** £195

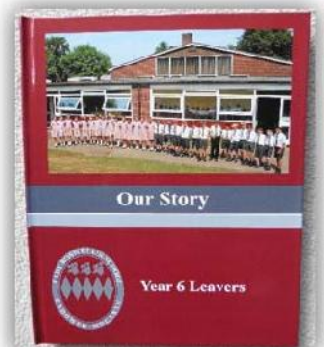


**Raised Beds**

**£580**



**Yearbooks** £330



# Get Involved!

Getting involved with, supporting and volunteering your help for PTA events is fulfilling, a lot of fun and is vitally important for the school. All of the children at Lady Boswell's benefit from PTA events and fundraising. You do not need to be on the Committee to get involved, you can offer to be a 'Friend of the PTA'. Friends provide support for PTA events but they do not normally attend Committee meetings (which take place once a term).

Would **YOU** like to **join the Committee** or become a **Friend of the PTA**?

Have **YOU** got a good idea for an **event or activity** that could raise money for the school?

Does **YOUR** employer provide **matched funding or support** for your charitable activities?

Do **YOU** have a **skill** that could be useful?

Do **YOU** have **contacts/suppliers** who could help the school save money, to add to the PTA database?

Please contact the PTA by email at: [ladyboswellspta@googlemail.com](mailto:ladyboswellspta@googlemail.com) We actively encourage open dialogue so that all parents can 'have their say'. In the last fourteen years your PTA has helped parents raise the amazing sum of over £173,000.

**Your PTA Committee 2015-16: Sharon Saunders (Chair), Rob Southwell (Vice Chair), Kate Phillips (Treasurer), Megan Sweeting, Claire Palmer, Judy Brook, Ros Taylor, Helen Kent, Lyndsey Bright, Louisa Scott, Mark Coxon, Jennifer Toms, Christina Andrews, Jemma White**

**New members 2016-17: Anna Catherall, Kate O'Gram, Sarah O'Prey, Scott Maskell, Jennifer McClure, Magda Muscar, Leonie Brock, Sarah Tayton**



LADY BOSWELL'S PTA

[www.pta-events.co.uk/lady-boswells](http://www.pta-events.co.uk/lady-boswells)

If you haven't yet registered on the PTA website, please do so now. Then go to 'My Account' to complete your details and list your children under 'Class mailing Lists'. If you have forgotten the class password, please contact the School Office.

All products and tickets for PTA events are sold via the website and this has made us a much more efficient organisation. All details are on the website so please support and enjoy our forthcoming events:

Summer Ball  
Summer Fair

Saturday 17th June  
Saturday 1st July

**easyfundraising**  
.org.uk

To date we have raised £4,184 from [www.easyfundraising.org.uk](http://www.easyfundraising.org.uk), an excellent FREE service where you can shop with your favourite online stores and at the same time, at no cost to you, raise funds for Lady Boswell's.

If you shop online and have not yet registered, please do so now – we are missing out on free money!

Register your cause as Lady Boswell's School – Sevenoaks and upload the 'Donation Reminder' so you never miss a donation.

Remember to go via [www.easyfundraising.org.uk](http://www.easyfundraising.org.uk) to every retailer's website and they will reward your shopping with a donation to Lady Boswell's.

# Review of the Year 2015/16

The Committee is pleased to report a fundraising total for the academic year of **£14,568** and donations to school of **£9,600**.

**Fundraising** There were many fundraising events during the year including the ever popular and always successful events: the Christmas Fair £3,135, Summer Fair £2,383, Quiz Night £900 and Cakes Sales £212. Our big fundraiser of the year was the Dragon Boat Sponsored Race which raised £3,587 and the inaugural Lady Boswell's Ceilidh raised £2,112. The website easyfundraising raised £764 and the sale of the Rotary Club fireworks tickets, Mother's Day and Father's Day Shops and PTA Tennis raised further funds.

Launched last year, the PTA website [www.pta-events.co.uk/lady-boswells](http://www.pta-events.co.uk/lady-boswells) has proved to be a great success, allowing parents to buy merchandise and book tickets for PTA events directly online. Additionally, it has freed the School Office from receiving hundreds of reply slips, cash and cheques for onward transmission to the PTA.

Your PTA works very hard at organising these events and is pleased that the support received enables the parent body to make a positive contribution to the facilities available to our children. Thank you to all the families who attended our many events throughout the year and to all those parents who helped out.

**Matched Funding** This is a fantastic scheme whereby employers provide funding for charitable organisations such as the PTA through their employees. It is a very simple yet immensely valuable resource from which extra funding can be raised for our school. In most cases, the company will match pound for pound up to a maximum level per employee each year. We are fortunate to have parents at the school who work for companies that do matched funding including Barclays, HSBC, BNP Paribas, and these parents have accessed thousands of pounds for the PTA in recent years. There are hundreds more companies offering matched funding so please contact your Human Resources department to find out if they operate a scheme and email us at ladyboswellspta@googlemail.com so that we can build a database and hopefully access this funding.

**Donations to School** These accounts show the analysis of the £9,600 donations to school in 2015-16 and many are pictured.

**Outdoors:** Gazebo & Accessories £1,359, History Timeline £589, Raised Beds £580, Pirate Ship £360, Willow Maintenance £195

**Classrooms:** Classroom Contributions £2,000, Forest School Waterproof Trousers £432

**Enrichment Experiences:** Great Fire of London Day £510, Visiting Author £460, Greek Day £406, WW2 Day £388, Egyptian Day £373

**Extra-curricular:** Netball Kit £490, Trophies £240, Costume Storage Boxes £113

**Other:** Parentmail 2015-16 £456, Yearbooks 2015 Contribution £330, School Badges £160, Year 6 Books £160

At the start of the current financial year, 1 September 2015, the PTA held £9,918 on deposit in interest bearing accounts with The Charities Aid Foundation (CAF). At 31 August 2015 this figure was £13,745. The Committee continues to work closely with school to agree how funds should be spent and over £12,000 has already been allocated so far in the 2016/17 academic year. The Committee holds the principle that monies raised should be spent within a reasonable time and in a way that can best benefit the pupils and the school.

After ten years as Treasurer of the PTA, this is my last Report & Accounts. I wish my successor, Sarah Tayton, well and I hope she finds the role as fulfilling, challenging and enjoyable as I have. And if you are thinking of joining the PTA, don't hesitate. It is a lot of fun!

**Kate Phillips, Outgoing Treasurer**

## Headteacher's Thanks

On behalf of the children, staff and governors I would like to thank our PTA Committee for their tireless efforts over the past twelve months. The parents on the committee, together with the support of your Class Reps, worked diligently throughout the year for your children, planning and co-ordinating all of the school's fundraising events. As our school budget becomes increasingly tight, the funds available for exciting things like curriculum enrichment days are no longer available and the hard work of the PTA ensures that your children are still able to benefit from these valuable learning experiences. I love to see the pictures here of everything they have bought this year.

Last year the PTA raised £14,568 and their efforts have made a real and tangible difference that can be seen around the school. I would personally like to thank each and every member of our PTA Committee for their commitment, energy and hard work this year. This year I would like to extend a special thanks to Kate Phillips. She is stepping down after ten years as our treasurer, and I know you will all join me in extending our warmest thanks and gratitude for all of her hard work over the past decade.

As we look forward to 2017, I would urge you all to support our PTA in whatever way you can, as together your efforts ensure that at Lady Boswell's we can offer an outstanding, exciting and challenging curriculum to every child.

**Sharon Saunders, Headteacher**

## FINANCIAL STATEMENTS

1st SEPTEMBER 2015 - 31st AUGUST 2016

## INCOME AND EXPENDITURE

Event	Income £	Expenses £	Surplus/Deficit £	Total 2015/16 £	Note	Previous year 2014/15 £
<b>Fund Raising</b>						
Fireworks	715.64	585.60	130.04			105.00
Christmas Fair	4,205.00	1,069.86	3,135.14			6,475.03
Mother's Day Shop	945.00	413.49	531.51			334.57
Quiz Night	2,445.50	1,545.42	900.08			1,087.69
PTA Tennis	314.00	50.37	263.63			232.44
Father's Day	644.77	352.08	292.69			232.48
Cake Sales	212.60	0.00	212.60			581.48
Summer Fair	2,802.05	418.31	2,383.74			3,349.53
Second Hand Uniform Sales	255.00	0.00	255.00			16.00
easyfundraising.org.uk	764.39	0.00	764.39			787.43
Ceilidh	5,108.82	2,996.49	2,112.33			623.68 <i>charitygiving.co.uk</i>
Dragon Boat	3,927.79	340.00	3,587.79			10,244.42 <i>Summer Ball</i>
						200.00 <i>Donations to PTA</i>
						625.19 <i>Children's Discos</i>
	<u>22,340.56</u>	<u>7,771.62</u>	<u>14,568.94</u>	<u>14,568.94</u>		<u>24,894.94</u>
<b>Other Items</b>						
PTA-UK Insurance & Membership	0.00	96.00	-96.00		(1)	-96.00
Sundry Equipment & Supplies	0.00	565.93	-565.93			-330.22
Easter Egg Hunt	0.00	80.50	-80.50			-41.45
Interest on CAF Bank Accounts	34.25	0.00	34.25		(2)	56.45
Website Host	0.00	92.99	-92.99			307.27 <i>Contributions to Summer Production</i>
	<u>34.25</u>	<u>835.42</u>	<u>-801.17</u>	<u>-801.17</u>		<u>-103.95</u>
<b>Surplus 2015/16 prior to Donations to School</b>				<u><b>13,767.77</b></u>		<u><b>24,790.99</b></u>
<b>NET ANNUAL INCOME</b>						
Surplus 2015/16				13,767.77		
Less Donations to School 2015/16				<u>-9,600.38</u>	(4)	
<b>Change in Net Assets 2015/16</b>				<u><b>4,167.39</b></u>		

**STATEMENT OF ASSETS AS AT 31st AUGUST 2016**

	Note	Balance 31/08/16	Balance 31/08/15	Change
<b>Cash Accounts</b>				
CAF Cash Extra Account	(2)	1,000.00	1,000.00	0.00
CAF Gold Extra Account	(2)	12,745.42	8,918.03	3,827.39
		<u>13,745.42</u>	<u>9,918.03</u>	<u>3,827.39</u>
<b>Current Assets</b>				
Prepayments	(3)	680.00	340.00	
Balance at Bank		13,745.42	9,918.03	
		<u>14,425.42</u>	<u>10,258.03</u>	
<b>Current Liabilities</b>				
Creditors		0.00	0.00	
<b>Net Assets</b>		<u>14,425.42</u>	<u>10,258.03</u>	<u>4,167.39</u>

**CONSOLIDATED STATEMENT**

Balance brought forward from 31/08/15	10,258.03
Surplus 2015/16	<u>13,767.77</u>
	<u>24,025.80</u>
Less Donations to School 2015/16	-9,600.38
<b>CONSOLIDATED BALANCE CARRIED FORWARD</b>	<u>14,425.42</u>

**FOURTEEN YEAR SUMMARY**

	<u>Fundraising</u>	<u>Donations to School</u>
2015/16	£14,569	£9,600
2014/15	£24,895	£25,389
2013/14	£27,999	£38,519
2012/13	£12,382	£8,017
2011/12	£19,651	£13,320
2010/11	£18,790	£15,794
2009/10	£9,301	£13,322
2008/09	£7,091	£4,328
2007/08	£10,457	£7,473
2006/07	£4,554	£5,975
2005/06	£7,850	£5,995
2004/05	£4,942	£7,223
2003/04	£4,534	£2,548
2002/03	£6,150	0
	<b>£173,165</b>	<b>£157,503</b>

## NOTES TO THE ACCOUNTS

(1) PTA-UK is the national association of Parent Teacher Associations

(2) CAF = Charities Aid Foundation

Automatic 'cash sweep' from 'Cash A/C' to 'Gold A/C' to optimise interest earned

(3) Prepayments

Deposit paid in advance for two boats £680.00  
in Dragon Boat Race Sep 2016

### (4) Analysis of Donations to School 2015-16

#### Outdoors

Gazebo & Accessories	£1,358.91	
History Timeline	£589.00	
Raised Beds	£579.88	
Pirate Ship	£359.99	
Willow Maintenance	£195.00	
	<u>£3,082.78</u>	Total Outdoors

#### Classrooms

Classroom Contributions (10 x £200)	£2,000.00	
Forest School Waterproof Trousers	£432.00	
	<u>£2,432.00</u>	Total Classrooms

#### Enrichment Experiences

Great Fire of London Day	£510.00	
Visiting Author	£460.00	
Greek Day	£406.00	
WW2 Day	£388.00	
Egyptian Day	£373.00	
	<u>£2,137.00</u>	Total Enrichment Experiences

#### Extra-curricular


Netball Kit	£490.00	
Trophies	£240.00	
Costume Storage Boxes	£112.93	
	<u>£842.93</u>	Total Extra-curricular

#### Other

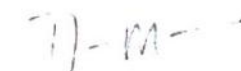
Parentmail 2015-16	£456.00	
Leavers' Yearbooks 2015 Contribution	£330.00	
School Badges	£159.99	
Year 6 Books	£159.68	
	<u>£1,105.67</u>	Total Other

**Total Donations to School 2015/16**

**£9,600.38**



Report and Accounts produced by  
**Kate Phillips, Treasurer** (resigned 5 September 2016)  
**30 December 2016**



Accounts examined & approved by  
**Dan McMillan**  
25 January 2017