

Independent examiner's report to the Wallace Fields Junior School Parent Teachers Association Trustees

I report on the accounts of the Trust for the year ended 31st August 2018, which are set out on pages 2-3.

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 2011 Act
- to follow the procedures laid down in the general directions given by the commission under section 145(5)(b) the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - o to keep accounting records in accordance with section 130 of the 2011 Act
 - o to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed:



Name: Miss Linda Gearing ACMA

Relevant professional qualification or body: Chartered Institute of Management Accountants

Address: 12 Windmill Avenue Epsom Surrey KT17 1LL

Date: 16th October 2018

CLAIRE WHITE'S WFJS PTA TREASURER'S REPORT 2017-18

BANK BALANCES (INCLUDING PETTY CASH) 5th SEPTEMBER 2017	£	9,230.23
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	RECEIPTS	PAYMENTS	PROFIT/LOSS
PTA EVENTS TOTAL	£ 24,936.36	£ 6,041.86	£ 18,894.50

Total Collected on behalf of Sport Relief	1,475.94	
Total Donated to Sport Relief *		£ 1,475.94

NON EVENTS	RECEIPTS	PAYMENTS
School Spend		£ 18,556.41
PTA Spend (insurance, equipment, thank you gifts)		£ 901.66
Matched Funding 2016-17	350.00	
Gift Aid Claims for 2016-17	49.58	
Misc Money Owed from WFIS PTA	64.98	
Parent Donations	3,361.65	
Easy Fundraising	703.84	
Bank Interest	0.55	
Waitrose Token Scheme	216.80	
Matched Funding 2017-18	350.00	

NON EVENTS TOTAL	5,097.40	£ 19,458.07
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GRAND TOTAL	RECEIPTS	PAYMENTS	PROFIT/LOSS
	£ 31,509.70	£ 26,975.87	£ 4,533.83

BANK BALANCES (INCLUDING PETTY CASH) 4TH SEPTEMBER 2018	£	13,764.06
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PTA EVENTS

	EVENT	RECEIPTS	PAYMENTS	PROFIT/LOSS
A U T U M N	Race Night	£ 976.27	£ 443.01	£ 533.26
	Year 3 Cake Sale (Oct)	£ 149.15	£ -	£ 149.15
	Winter Disco	£ 885.00	£ 116.00	£ 769.00
	Fireworks	£ 2,362.75	£ 612.31	£ 1,750.44
	Film Night (Nov)	£ 580.00	£ 27.50	£ 552.50
	Cauliflower Cards	£ 131.00	£ -	£ 131.00
	Year 4 Cake Sale (Dec)	£ 134.82	£ -	£ 134.82
	Christmas Fair	£ 3,556.71	£ 121.89	£ 3,434.82
	Year 6 Calendar	£ 640.00	£ 240.00	£ 400.00
		AUTUMN TOTAL		£ 7,854.99

S P R I N G	Film Night (Feb)	£ 470.20	£ 47.53	£ 422.67
	Year 5 Cake Sale (Feb)	£ 94.75	£ -	£ 94.75
	Spring Disco	£ 653.40	£ 115.00	£ 538.40
	Quiz Night	£ 859.75	£ 339.24	£ 520.51
	Sport Relief/Fundraiser *	£ 1,778.57	£ 50.00	£ 1,728.57
		SPRING TOTAL		£ 3,304.90

S U M M E R	Film Night (Apr)	£	370.00	£	22.40	£	347.60
	Year 6 Cake Sale (May)	£	115.46	£	-	£	115.46
	Year 6 Hoodies	£	1,340.00	£	1,196.50	£	143.50
	Summer Disco	£	660.00	£	111.50	£	548.50
	Summer Fair	£	4,850.83	£	842.47	£	4,008.36
	Celebration Evening	£	3,467.05	£	1,450.68	£	2,016.37
	Year 6 Leavers' Production	£	800.65	£	202.95	£	597.70
	Year 6 Photo Shoot	£	60.00	£	-	£	60.00
	Year 6 Leavers' Disco	£	-	£	102.88	£	102.88
				SUMMER TOTAL		£	7,734.61

PAYMENTS TO SCHOOL		
#	ITEM	PAYMENTS
1	Spelling Scheme	£ 306.00
2	Whole School Token System	£ 630.00
3	Year 4 Reading Scheme Books	£ 168.10
4	Year 6 Twister for wet play	£ 21.66
5	Christmas Panto 19th Dec 2017 Deposit	£ 200.00
6	Christmas Crackers	£ 138.35
7	Christmas Tree	£ 31.95
8	A4 orange paper for PTA posters/flyers	£ 18.00
9	Staff Christmas lunches	£ 153.64
10	Christmas Panto 19th Dec 2017 Balance	£ 292.00
11	Number Sense Licence & Project X (reading and writing programme)	£ 90.00
12	Book Week Authors Aloud	£ 530.40
13	Mathletics 17/18 - balance unpaid by parent donations	£ 90.88
14	Year 6 pots & compost for plants sold at Summer Fair	£ 9.63
15	PA system speaker	£ 166.66
16	Volunteer helper gifts	£ 100.00
17	Book week Literacy Workshop	£ 149.00
18	Year 6 Forensic Day for Post Test Treat (Surrey Active Science)	£ 293.80
19	MP3 player	£ 58.33
20	Hall Sound System, Lights, Projector	£ 9,175.00
21	Chromebooks - 20	£ 5,360.00
22	Chromebooks - storage	£ 170.25
23	Year 6 Leavers' Books (minus school contribution (£150))	£ 200.00
24	Music Evening donations paid for musical instruments	£ 202.76
SCHOOL SPEND TOTAL		£ 18,556.41

PTA COSTS - DETAIL		
#	ITEM	PAYMENTS
1	Gambling Act – annual registration fee	£ 20.00
2	Left over Race Night cakes	£ 11.37
3	Thank you gift for Ian Johnson for Race Night (JL gift card)	£ 50.00
4	Thank you gift for Linda Gearing for Independent Examination for Charity Commission	£ 11.50
5	Christmas Lunch Banqueting Roll	£ 17.99
6	Parentkind (PTA-UK) membership – includes insurance	£ 105.00
7	2 x double width gazebos	£ 127.98
8	50th Birthday Cake for VIPs at Celebration Evening	£ 40.00
9	Flags & tape	£ 20.28
10	BBQ Gas	£ 41.99
11	Thank you gifts for office staff and Joe Findlay	£ 45.00
12	Tidy up of quad and eco area (gardening labour) by Joe Findlay	£ 50.00
13	Thank you gift for Ian Johnson (Amazon)	£ 50.00
14	Left over drinks in PTA shed	£ 232.61
15	Gifts for outgoing PTA members (x 6)	£ 77.94
PTA COSTS TOTAL		£ 901.66

Assets: 5 gazebos

Gift Aid Claimed (already included in above figures)	
Gift Aid Claims for 2016-17	£ 49.58
Easyfundraising Gift Aid Claims for 2016-17	£ 3.98
Christmas Fair Entry Donations	£ 30.75
Quiz Night Donations	£ 40.25
Music Evening Donations	£ 40.55
Parent Donations	£ 504.38
Sport Relief/Fundraiser Donations	£ 7.50
Sport Relief/Fundraiser Sponsorship	£ 245.14
Summer Fair Entry Donations	£ 115.92
TOTAL	£ 1,038.05

* Payment amount to Sport Relief. PTA total is with gift aid claimed.