



Alderton Schools Parents Association

## Alderton School's Parent's Association

Alderton Hall Lane, Loughton  
Essex IG10 3HE

Charity Number: 1133084

### **Report And Accounts - Year 2017 - 2018**

#### **Summary**

In addition to two main events, the Parent's Association committee planned and carried out nine other fundraising activities during the period in order to raise funds for Alderton Infant and Junior Schools. Most events are made in profits this year but some are down on last years, methods and events will be revisited and changed as needed.

Detailed below are the events with a comparison against last year (2016-2017)

#### **Christmas Fayre**

|             |          |
|-------------|----------|
| Income      | £4671.79 |
| Expenditure | £1465.75 |
| Net         | £3206.04 |

2016-2017 - Net profit £3223.09; decrease this year of £17.05

The event was well attended again this year. Net profit due to Grand Prize Draw donations from local shops, businesses and admissions, as well as a Corporate Matching Charitable Donation from Santander. Sadly we did not have support of our local Estate Agent this year, as new management only advised us a month before the event that they would be unable to provide their support. We tried to recover some of this loss by getting local businesses to sponsor individual stalls which raised £240. In addition, an increase from 8 to 11 stalls also assisted in increased revenue. Refreshments, Food Stall, Santa's Grotto and Crafts (Tokens) all drew a good profit.

### **Infant Family Disco – Autumn (Parent Attended)**

|             |          |
|-------------|----------|
| Income      | £1015.77 |
| Expenditure | £ 491.66 |
| Net         | £ 524.11 |

2016-2017 - Net profit £676.45; decrease this year of £152.34

The event was sold out. Concerns were raised as many children missed out due to Hall number limitations, PA to review for Spring disco. Expenditure slightly higher as all stock needed to be replenished, but good return on both food & merchandise stalls.

### **Junior Disco - Autumn**

|             |          |
|-------------|----------|
| Income      | £1267.80 |
| Expenditure | £479.92  |
| Net         | £ 787.88 |

No event ran 2016-17

This was a new event this year, amazing response from the children with ticket sales at an optimum. Profit made on all stalls with Merchandise selling all stock. In addition, the photobooth was extremely popular, definitely one to run again.

### **Infant Family Disco – Spring (Parent Attended)**

|             |          |
|-------------|----------|
| Income      | £850.61  |
| Expenditure | £ 417.16 |
| Net         | £ 433.14 |

2016-17- Net profit £629.86; decrease this year of £196.41

PA decided to use a ballot system, however the Spring disco was not over subscribed & all requesting tickets got them. Profit down, decreased ticket sales & merchandise expenditure higher and didn't return as much profit. Stalls included Merchandise, Refreshments, Food & Tattoos's.

### **Spring Junior Disco**

|             |         |
|-------------|---------|
| Income      | £951.34 |
| Expenditure | £376.52 |
| Net         | £574.82 |

New event, good response from children, ticket sales down on Autumn disco. All stalls made a profit with Refreshments selling out of drinks. Stalls Refreshments, Merchandise, Food, Tatoo's & Photobooth.

Overall the disco's were very popular and the atmosphere was an enjoyable and pleasant one.

### **Silver Smarties – Easter Event**

|             |         |
|-------------|---------|
| Income      | £750.06 |
| Expenditure | £177.85 |
| Net         | £572.21 |

A new event this years children were each provided with a tube of Smarties over the Easter Break, to be returned fill with coins. Head liked the idea as it could be linked to homework or good behaviour. Infants did fantastically well raising £545.29 & Juniors £194.77.

### **Mother's Day Stall**

|             |          |
|-------------|----------|
| Income      | £998.92  |
| Expenditure | £ 827.27 |
| Net         | £ 171.65 |

2016-2017 - Net profit £436.84; decrease this year of £265.19

Stall opened over a couple of lunch times, selling gifts and cards for Mother's day. A popular event with pupils who were able to independently purchase for parents/grandparents. Range of gifts on offer included mugs, picture frames, hanging decorations, bath bombs, soft toys and chocolates. Profit down as we had to fully restock this year, also cost of items has increased but no increase in prices we sell to children at, maybe something to be aware of next year. In addition, quite a bit of stock left over which will be used in 2019.

### **Fathers Day Breakfast**

|             |         |
|-------------|---------|
| Income      | £800.00 |
| Expenditure | £361.04 |
| Net         | £438.96 |

2016-2017 - Net profit £200.46; increase this year of £238.00

Last ran in 2014-15, when an outsourced company came in. The Father day breakfast this time was run by PA members with assistance from Alderton Schools kitchen, held over two mornings, with an option of Bacon Roll, Pastries or Fruit Bowl with a choice of refreshments, all for £2.50 pp. and it has worked out brilliantly. Such a great response from children & parents, all of whom had a great time, atmosphere was relaxed & friendly. We owe special thanks to the Kitchen staff we assisted with cooking all the food. Definitely to be ran again & given future ideas for Mother's Day next year!

### **Summer Fayre**

|             |           |
|-------------|-----------|
| Income      | £ 3015.80 |
| Expenditure | £2675.93  |
| Net         | £ 339.87  |

2016-2017 - Net profit £866.78; decrease this year of £526.91

This year we organised a Circus for our Summer Fayre, with 3 showings during the day. In addition we had external stalls, Tombola, Raffle, Face Painting, Games & Refreshments. Regrettably tickets sales were not as expected, Junior School attendance noticeably down. External stalls were also reduced & profit share from Cols Rolls & Ice Cream van was effected by low turnout. We had sponsorship from The Good Estate Agent, however payment for this has yet to be received & is not included in this years accounts.

### **Nearly New Uniform**

|             |         |
|-------------|---------|
| Income      | £285.00 |
| Expenditure | £ 0.00  |
| Net         | £285.00 |

2016-2017 - Net profit £112; increase this year of £173.00

A stall was set up a couple of times throughout the year, selling good quality items.

### **Infant Sponsored Bop**

|             |         |
|-------------|---------|
| Income      | £629.10 |
| Expenditure | £ 79.31 |
| Net         | £549.79 |

2016-2017 - Net profit £895.72; decrease this year of £345.93

Profit is down on previous 2 years, we believe the event was run too close after Easter & the Silver Smarties, in addition the School also ran a Sponsored read in conjunction with Usbourne books which impacted the PA ran event.

### **Junior Sponsored Flash Mob**

No event held this year as too many other events from PA & school. PA committee agreed it was better to run this at the start of the 2018-19 academic year

### **Christmas Card Fundraiser**

|             |          |
|-------------|----------|
| Income      | £2658.00 |
| Expenditure | £1913.54 |
| Net         | £ 744.46 |

2016-2017 - Net profit £705.02; increase this year of £39.44

Children were given a template to use for design and colouring in Christmas cards. They were sent to an independent company for printing and purchasing arranged by the PA..

## **School Uniform**

|             |           |
|-------------|-----------|
| Income      | £ 9216.00 |
| Expenditure | £8743.90  |
| Net         | - £472.10 |

2016-2017 - Net profit £834.95; decrease this year of £362.85

Uniform sales remain in house committee responsible for selling on induction days to new Parents, school office responsible for selling on adhoc items. Expenditure is rolling year on year cost being that the uniform is purchased in bulk, in advance. This year reflects a decrease in numbers at the school and a low intake for reception, however orders placed were based on last year's intake, we have plenty of stock at present. .Prices were increased slightly towards the end of the year.

## **Audit**

A review of the accounts took place by an independent examiner in September 2016. Documentation reviewed included: Income log, Expenditure log, Final Treasurer's Report, Monthly Treasury Reports, Bank Statements, Cheque Books, Paying in Books and Receipts/Invoices.

The records were signed off with no amendments necessary.

|                                       |                    |
|---------------------------------------|--------------------|
| <b>Total Income for period -</b>      | <b>£ 41,436.65</b> |
| <b>Total Expenditure for period -</b> | <b>£ 31,161.11</b> |
| <b>Net Position-</b>                  | <b>£ 10,275.54</b> |

**Position at HSBC bank £10297.54, difference of £22.00 down to bank Adjusting Credit on 28 Jun 17 with £22, relating to deposits made on this date. This is under query with the bank as amounts credited match paying in book for that date.**

2017-2018 - overall net position £10297.54, increase this year of £2221.90

Taking into account the need for a carried forward balance to cover uniform invoices expected and to facilitate the first event for the next period, the committee has decided to present each school with a cheque in the sum of £4500.00.

Treasurer: Kirsty Scottow  
Chairperson/Trustee: Kate Foley & Nicola Kuczma