

Report for the Year ended 31 July 2007

Objects of the MSA

The MSA was formed by a constitution and is registered with the Charity Commission, Charity number 1035659.

The objects of the Association are to advance the education of the pupils of the school by providing and assisting in the provision of facilities for education at the school (not normally provided by the LEA) and as an ancillary thereto and in furtherance of this object the Association may:

- (a) foster more extended relationships between the staff, parents and others associated with the school, and
- (b) engage in activities which support the school and advance the education of the pupils attending it.

Membership of the MSA

All parents/guardians of the children at the school are members of the MSA. Any parent with a child who has left the school or will be coming to the school is an associate member.

The MSA is administered by a committee appointed for a term of one year. An associate member may hold an office on the committee provided no parent member has been nominated for any such office.

The terms of office are such that an officer, namely Chairperson, Vice-Chairperson, Treasurer or Secretary, should not hold the same position for more than three consecutive years.

Parents were represented on this year's committee by Sharen Halfpenny (Chair), Gerda Covell (Vice-Chair), Claire Purvis (Secretary), Mac Lewis (Treasurer), Andrew Latchem (Vice-Treasurer), Carol Chapman, Catherine Taylor, Christine Fellows, Debbie Karram, Heather Wallis, Ian Hannah, Julia O'Brien, Magda Piveropoulos, Paul Seekings, Rachel Bell, Sarah-Jane Kirby, Susan Johnson, Theresa Feetenby, Vicki MacLennan and Zoe Brown.

Teaching staff were represented on this year's committee by Sue Dorrington (Head Teacher), Angela Brown (Teacher), Joanna Coulter (Teacher) and Lorraine Webb (Teacher).

We also received support from a number of teachers, the school office staff and the caretaker as well as many parents/guardians of children at the school. The committee would like to thank all those who have helped this year.

Treasurer's Report

I am pleased to report that we have had a successful year, both in monetary terms and in the enjoyment that the various events have brought to both adults and children.

The figures have been presented in two formats. The first is the format required by the Charity Commissioners. This shows the **gross** income and expenditure, split into restricted and unrestricted funds (restricted funds are those allocated to a particular purpose such as special needs). However, it is probably more interesting for participants of the events to see the **net** income (i.e. profit) that the individual events made, and the donations made to the school. I have therefore included a second set of figures detailing this information.

The various events are described below.

200 Club

The 200 Club sold tickets to the value of £565 (2006: £660). Approximately half this sum is paid out in prizes and the MSA benefited to the sum of £285 (2006: £315). The MSA also received gift aid on the donation portion of this money to the sum of £57. A list of winners can be seen in the school. Numbers are drawn on the first Monday of the month in the infant playground.

Book Fairs

The two Book Fairs of the year were a great success with the MSA receiving commission in the form of books to the value £1272 (2006: £1254), representing 60% of sales. Big thanks go to Vicki Maclennan for again running both fairs. The commission was divided equally between the classes who were able to choose a variety of reading materials from Scholastic Catalogues.

Bonfire Night

November started with a bang with our Bonfire night which raised £1436 (2006: £1487). Our thanks go to Brian Blackwell, the butcher who supplied, cooked and carved the roast pork and sausages.

A lot of attention goes into the safety issues at such an event. This year we provided a St. John's ambulance and crew along with additional first aiders, firework supervisors and stewards. Fireworks were purchased from reputable suppliers to ensure compliance with British Standards.

Christmas Fayre

At our Christmas Fayre, Santa was kept busy and all the children worked very hard to produce items for the stalls. The event raised £1124 plus £538 from the Christmas Draw (2006: £1118 plus £338 from the Draw).

This year in the lead up to Christmas the MSA ran a project with the children to create Christmas Cards, raising £320 for MSA funds.

A generous donation for £363 was received from Barclays Bank Charities Aid against this event.

Quiz Evening

Our quiz run by Julia O'Brien was a success with curry suppers. It raised £343 (2006: £393).

Children's and Family Entertainment Evenings

We held a children's entertainment evening with magic show and disco at Christmas, which again was thoroughly enjoyed by the children. We also ran our popular Family Games Evening. These events are more about having fun rather than fundraising, and this year were subsidised from MSA funds to the sum of £120 (2006: profit of £184).

Sponsored Walk

In May the children took part in a sponsored walk which raised £4084, half for the Watoto Children orphanage project in Uganda and half for Healthy Schools projects. From the latter £500 was used towards the Trim Trail and the remainder is held over to next year.

Summer BBQ and Draw

The Summer BBQ was again a most enjoyable event, this year with a jungle theme, the AnimalMan entertainer, and an animal themed fancy dress parade. Waterbeach barracks kindly provided jungle nets and tents to add to the atmosphere. This event raised £1235 plus £307 from the Summer Draw (2006: £1469 plus £341 from the Draw).

As you are aware a lot of hard work goes into producing an event of this size and particular thanks go to Debbie Karram and Linda Lander. Brian Blackwell again supplied, cooked and carved the BBQ food all evening.

School Uniform Sales

This year the MSA continued to manage the sale of school uniforms, with many thanks going to Helen Carden and Alison Di-Franco for ably running it. The MSA made a profit of £1069 (2006: £72) and holds stock to the value at cost of £2699 for next year. This profit represents 15% on sales, which goes into MSA funds and is re-invested in the school, and helps to cover the cost of holding stock.

Interest Received

The MSA received less interest this year. This was partly due to carrying lower interest bearing account balances through the year, and partly due to maintaining a higher balance in the community account to avoid paying bank charges.

Donations to the School

The list of donations is mostly self-explanatory. Requests are received by the committee from the staff via the Head Teacher, Ms Dorrington.

There are a number of purchases that are not specifically identified, as these form part of the Classroom Allocations. These payments can be used by the class teacher to purchase small items for class use, or they can pool their allocations with other classes to purchase larger items.

This year the MSA refurbished the pool changing rooms with the work being carried out by volunteers. Thanks go to Dr Catherine Walker and daughter Christiane for the fabulous sea themed murals.

The donations include £5000 towards the Trim Trail which has been constructed as part of a Healthy School project (£500 allocated from the Sponsored Walk and £4500 from unrestricted funds).

The items purchased consist of:

Donations (unrestricted)	£		£
Folding Tables	415	Theatre and Science Visits	515
Classroom Allocations	1540	Top up Book Fayre Commission	32
Website Hosting	29	School Play Provisions	157
School Council Purchases	243	Swimming Pool Equipment	295
Christmas Crackers	158		
Donations (restricted)			
Library Books	214	Trim Trail	5000
Pond Reconstruction Project	53	Watoto Children	2042

The MSA also received book fair commission paid in books donated to the school to the value £1272 and this was topped up with a further £32 to complete some purchases.

A balance of £1542 restricted for Healthy Schools projects is carried over to the new year.

Inspection

The Charity Commissioners require an Independent Examination of the accounts. This involves a review of the records kept by the charity and a comparison of the accounts presented with those records. The examiner's report must state whether or not any matter has come to attention that indicates if proper records have not been kept, the accounts do not accord with the records, fail to comply with good practice, or are materially inconsistent with the trustees' final report.

The examination has been carried out by Howard Scarborough.

Funds Carried Forward

We are carrying forward £5449 to next year, of which £1542 is restricted for Healthy Schools projects. We need to retain an operating fund of about £1500 so that we can run events, and will be considering suggestions for allocation of the remaining funds.

Summary

This year has been successful both in monetary and enjoyment terms. Fundraising has been good with a net income of £10514 including book fair commission. £11967 including book fair commission has been donated for school purchases. We hold around £4000 for spending on the school. Children, staff and parents have had a great deal of enjoyment and satisfaction from the events, all of which rely on parent/guardian support and help. We all learn as we go along and we are always glad of new committee members.

Thank you to all who have worked so hard.

Sharen Halfpenny, Chair

Mac Lewis, Treasurer

Claire Purvis, Secretary

Independent Examiner's Report to the Trustees of the Milton School Association: A Registered Charity, Charity Number 1035659

I report on the accounts of the Trust for the year ended 31 July 2006, which are set out on page 6.

Respective responsibilities of the trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed. It is my responsibility to

- examine the accounts (under section 43 of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Howard Scarborough

Chartered Accountant

Date: 18th September 2007

Accounts for the Year to 31.07.2007

(1) Receipts & Payments Account	2006	2007
Income Receipts (Gross)		
Grants & Donations (Unrestricted)	341.30	710.87
Grants & Donations (Restricted - Pond Project)	500.00	0.00
Activities for Generating Funds (Unrestricted)	22003.36	22789.24
Activities for Generating Funds (Restricted - Library Books)	1435.05	0.00
Activities for Generating Funds (Restricted - Watoto Children)	0.00	2042.31
Activities for Generating Funds (Restricted - Healthy Schools)	0.00	2042.30
Investment Income (Bank Interest)	131.66	4.71
Other Receipts (Gross)		
None	0.00	0.00
Total Receipts (Gross)	24411.37	27589.43
Direct Charitable Expenditure (Gross)		
Donations (Unrestricted)	6423.36	3385.39
Donations (Restricted - Library Books)	1223.49	214.18
Donations (Restricted - Pond Project)	998.60	53.18
Donations (Restricted - Healthy Schools)	0.00	5000.00
Donations (Restricted - Watoto Children)	0.00	2042.31
Other Expenditure (Gross)		
Fundraising Events Payments (Unrestricted)	14359.69	16475.90
Fundraising Events Payments (Restricted)	0.00	0.00
Other Payments (Gross)		
Expenses (not fundraising)	442.69	420.28
Stock purchased not sold (school uniform)	1247.80	1451.28
Total Payments (Gross)	24695.63	29042.52
Net Receipts for the year	-284.26	-1453.09
Cash and Bank balances at 31.07.2006	7186.75	6902.49
Total Cash and Bank balances at 31.07.2007	6902.49	5449.40
(2) Statement of Assets and Liabilities at 31.07.2007		
Monetary Assets		
Bank Balances at 31.07.2007 (Unrestricted)	6690.93	3907.09
Bank Balances at 31.07.2007 (Restricted - Library Books)	211.56	0.00
Bank Balances at 31.07.2007 (Restricted - Healthy Schools)	0.00	1542.31
Total Bank	6902.49	5449.40
Cash	0.00	0.00
Total Cash and Bank balances at 31.07.2007 as above	6902.49	5449.40
Non-monetary Assets		
School Uniform Stock	1247.80	2699.08
Total Non-monetary Assets	1247.80	2699.08
Total Assets	8150.29	8148.48
Liabilities		
None	0.00	0.00
Total Net Assets	8150.29	8148.48
Gifts of Assets Donated to the School		
The MSA also received book fair commission paid in books to the value:	1254.57	1272.54

Milton School Association (Registered Charity Number 1035659)

Year to 31.07.2006		Year to 31.07.2007	
Balance Brought Forward	7186.75	Balance Brought Forward	6902.49
Net Fundraising Income (unrestricted)		Net Fundraising Income (unrestricted)	
200 Club	315.00	200 Club	285.00
Bonfire Night	1487.76	Bonfire Night	1436.55
Xmas Fayre	1118.12	Xmas Fayre	1124.37
Xmas Draw	338.50	Xmas Draw	538.22
Xmas Disco and Entertainer	24.50	Xmas Disco and Entertainer	-155.02
February Quiz Night	393.46	March Quiz Night	343.62
Games Evening	-3.14	Games Evening	34.80
Bingo Night	163.23	Bingo Night	0.00
Summer BBQ	1468.98	Summer BBQ	1235.95
Summer Draw	341.00	Summer Draw	307.50
Donations (Barclays)	341.30	Donations (inc £363 from Barclays)	425.87
Book Fairs	0.00	Book Fairs	0.00
Tea Towel Sales	1924.01	Xmas Card Sales	320.53
Gift Aid	0.00	Gift Aid	57.11
School Uniform Sales	72.25	School Uniform Sales	1069.71
	7984.97		7024.21
Fundraising Income (restricted)		Fundraising Income (restricted)	
Sponsored Read (Library Books)	1435.05	Sponsored Walk (Watoto Children)	2042.31
Barclays Donation (Pond Project)	500.00	Sponsored Walk (Healthy Schools)	2042.30
	1935.05		4084.61
Investment Income		Investment Income	
Interest	131.66	Interest	4.71
	131.66		4.71
Expenses (not fundraising)		Expenses (not fundraising)	
MSA and Governors AGMs	12.97	MSA and Governors AGMs	0.00
Thank you presents	0.00	Thank you presents	16.71
PTA Insurance	90.00	PTA Insurance	80.00
Lottery License	17.50	Lottery License	17.50
Bank charges	32.91	Bank charges	0.00
Costs from last years events	28.40	Costs from last years events	103.58
Costs prepaid for next years events	0.00	Costs prepaid for next years events	100.00
Stationery and stamps	0.00	Stationery and stamps	28.01
Gazebos and other equipment	260.91	Gazebos and other equipment	74.48
	-442.69		-420.28
Other Payments		Other Payments	
School uniform stock purchased	1247.80	School uniform stock purchased	1451.28
	-1247.80		-1451.28
Total Net Income	8361.19	Total Net Income	9241.97
Donations (unrestricted)		Donations (unrestricted)	
Swimming Pool Plaque	180.00	Folding Tables	415.00
Classroom Allocations	1540.00	Classroom Allocations	1540.00
Website Hosting	22.42	Website Hosting	29.21
Netball Equipment	62.75	School Council Purchases	243.54
Xmas Crackers	177.75	Xmas Crackers	158.00
Theatre Visits	590.00	Theatre and Science Visits	515.00
Library Equipment	3191.49	Top up Book Fayre Commission	31.73
Year 5&6 Play and Disco Provisions	101.03	School Play Provisions	157.27
Healthy Schools Days Food	113.07	Swimming Pool Equipment	295.64
Foundation Refurbishment	444.85		0.00
	-6423.36		-3385.39
Donations (restricted)		Donations (restricted)	
Library Books	1223.49	Library Books	214.18
Pond Reconstruction Project	998.60	Pond Reconstruction Project	53.18
	-2222.09	Trim Trail (£500 for Healthy Schools)	5000.00
		Watoto Children	2042.31
Total Donations	-8645.45	Total Donations	-10695.06
Total	6902.49	Total	5449.40
Assets		Assets	
School Uniform Stock	1247.80	School Uniform Stock	2699.08
Book Fair commission received as books	1254.57	Book Fair commission received as books	1272.54