

Report for the Year ended 31 July 2010

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 Vicki Maclennan (Chair), Paula Proctor (Vice-Chair), Moira Hassett (Secretary), Ian Hannah (Treasurer), Paul Seekings (Vice-Treasurer), Andy White, Catherine Taylor, Sima Waring, Theresa Feetenby, Claire Purvis, Wendy Schorn, Jacqui Taylor and Sarah-Jane Kirby.

Teaching staff were represented on this year's committee by Sue Dorrington (Head Teacher), Angela Walker (Teacher), Katie Thompson (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 £340 (2009: £450). Approximately half this sum is paid out in prizes and the MSA benefited to the sum of £170 (2009: £230). The MSA also received gift aid on the donation portion of this money to the sum of £40. A list of winners can be seen in the school and on the school website. Numbers are drawn on the first Monday of the month in the infant playground. Our thanks go to Theresa Feetenby for organising the 200 Club this year.

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 £1024 (2009: £1003), representing 60% of sales. Big thanks go to Sima Waring for again running both fairs. The commission was divided equally between the classes who were able to choose a variety of reading materials from the Scholastic Catalogue and the Travelling Book Company Catalogue.

Bonfire Night

November started with a bang with our Bonfire night which raised £680 (2009: £931). Our thanks go to Paula Proctor for organising this fantastic event. Special thanks must also go to the firework lighters: Paul Seekings, Ian Hannah, Michael Staplehurst, Ashley Johnson, Ollie Hill and Bill Hodson.

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. Ian Hannah and Paula Proctor also attended a safety course organised by Kimbolton Fireworks.

Christmas Fayre

At our Christmas Fayre, Santa was kept busy and all the children worked very hard to produce items for the stalls. A big thank you to Catherine Taylor for making this a successful evening. Thanks must also go to Andy White for his effort in organising the Christmas draw which was a huge success. The event raised £1020 plus £614 from the Christmas Draw (2009: £1206 plus £342 from the Draw).

Quiz Evening

Our quiz run by Moira Hassett was a great success with curry suppers. It raised £426. Nick Hassett was the quiz master and carried out the role in a very professional manner.

Sponsored Walk

In May the children took part in a sponsored walk with a World Cup theme which raised £2970. The MSA also received gift aid on these donations to the sum of £448. A big thank you goes to Claire Purvis and to the school staff for making this such a fantastic fundraising activity.

The money raised from this event will go towards the provision of the second sun shade in the KS1 playground at the school.

Summer BBQ and Draw

The Summer BBQ was again a most enjoyable event and was an extremely busy evening. This event raised £1634 plus £449 from the Summer Draw (2009: £1880 plus £365 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 Vicki Maclennan, Paula Proctor, Jacqui Taylor and Wendy Schorn. The local scout group 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 Melanie Hodson, Karen Johnson and Helen Parsons for ably running it. The MSA made a profit of £5 (2009: £613) and holds a very healthy stock to the value at cost of £2261 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 mainly due to interest rates being so low.

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.

The donations include £10358 towards the sun shade in the KS2 playground, and £7000 towards the new bike sheds (which have been constructed as part of a Healthy School project).

We also received a very generous donation of £500 from Mac Lewis which has been used to provide a new laptop and additional software for the school.

The items purchased consist of:

Donations (unrestricted)	£		£
Paints	100	Christmas Crackers	38
Classroom Allocations	2100	School Play Provisions	48
Leavers Disco	100		
Donations (restricted)			
Bike Shed	7000	Sun Shade	10358
School Laptop	655		

The MSA also received book fair commission paid in books donated to the school to the value £1024.

The MSA has a balance of just under £12000 being brought forward to the next financial year. The MSA is committed to providing a donation for the provision of the second sun shade for the KS1 playground once sufficient money has been raised.

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 £11991 to next year, of which £2968 is restricted towards the provision of the second sun shade. We need to retain an operating fund of £3000 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 reasonably good with a net income of £9954 including book fair commission. £21423 including book fair commission has been donated for school purchases. We hold around £11991 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.

Vicki Maclennan, Chair

Ian Hannah, Treasurer

Moira Hassett, 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 2010, 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
5 Coulson Close, Milton
Date: October 2010

Accounts for the Year to 31.07.2010		
	2009	2010
(1) Receipts & Payments Account		
Income Receipts (Gross)		
Grants & Donations (Unrestricted)	410.00	770.00
Activities for Generating Funds (Unrestricted)	18570.88	19191.24
Activities for Generating Funds (Restricted - Sun Shade)	3172.55	2967.92
Activities for Generating Funds (Restricted - Healthy Schools)	0.00	0.00
Investment Income (Bank Interest)	77.21	2.47
Other Receipts (Gross)		
Receipts from last years events	101.79	0.00
Stock sold not purchased (school uniform)	1168.94	940.89
Total Receipts (Gross)	23501.37	23872.52
Direct Charitable Expenditure (Gross)		
Donations (Unrestricted)	2779.58	2385.68
Donations (Restricted)		18013.00
Other Expenditure (Gross)		
Fundraising Events Payments (Unrestricted)	10843.26	13684.39
Fundraising Events Payments (Restricted)	58.24	0.00
Other Payments (Gross)		
Expenses (not fundraising)	319.85	317.77
Stock purchased not sold (school uniform)	0.00	940.89
Total Payments (Gross)	14000.93	35341.73
Net Receipts for the year	9500.44	-11469.21
Cash and Bank balances at 31.07.2009	13959.94	23460.38
Total Cash and Bank balances at 31.07.2010	23460.38	11991.17
(2) Statement of Assets and Liabilities at 31.07.2010		
Monetary Assets		
Bank Balances at 31.07.2010 (Unrestricted)	18265.80	8516.79
Bank Balances at 31.07.2010 (Restricted - School Council)	506.46	506.46
Bank Balances at 31.07.2010 (Restricted - Healthy Schools)	1573.81	0.00
Bank Balances at 31.07.2009 (Restricted - Sun Shade)	3114.31	2967.92
Total Bank	23460.38	11991.17
Cash	0.00	0.00
Total Cash and Bank balances at 31.07.2010 as above	23460.38	11991.17
Non-monetary Assets		
School Uniform Stock	1310.23	2261.12
Total Non-monetary Assets	1310.23	2261.12
Total Assets	24770.61	14252.29
Liabilities		
None	0.00	0.00
Total Net Assets	24770.61	14252.29
Gifts of Assets Donated to the School		
The MSA also received book fair commission paid in books to the value:	1003.24	1024.39

Milton School Association (Registered Charity Number 1035659)

Year to 31.07.2009			Year to 31.07.2010	
Balance Brought Forward		13959.94	Balance Brought Forward	23460.38
Net Fundraising Income (unrestricted)			Net Fundraising Income (unrestricted)	
200 Club	230.00		200 Club	170.00
Bonfire Night	930.57		Bonfire Night	676.61
Christmas Fayre	1206.81		Christmas Fayre	1018.99
Christmas Draw	342.25		Christmas Draw	613.60
Christmas Disco	197.45		Christmas Disco	0.00
March Quiz Night	0.00		March Quiz Night	425.74
Christmas Book Sales	0.00		Christmas Book Sales	0.00
Auction of Promises	0.00		Auction of Promises	0.00
Summer BBQ	1876.89		Summer BBQ	1634.11
Summer Draw	365.61		Summer Draw	448.50
Donations	180.00		Donations	600.00
Book Fairs	44.97		Book Fairs	1.04
Fun Mats	0.00		Fun Mats	0.00
Gift Aid	497.06		Gift Aid	683.13
Second Hand Uniform Sales	172.30		Second Hand Uniform Sales	0.00
School Uniform Sales	613.62		School Uniform Sales	5.13
Cookbook	1058.50		Cookbook	0.00
Mothers Day Sales	41.48		Mothers Day Sales	0.00
Car Boot Sale	380.11		Car Boot Sale	0.00
		8137.62		6276.85
Fundraising Income (restricted)			Fundraising Income (restricted)	
Sponsored Walk (Sun Shade)	3114.31		Sponsored Walk (Sun Shade)	2967.92
	0.00			0.00
		3114.31		2967.92
Investment Income			Investment Income	
Interest	77.21		Interest	2.47
		77.21		2.47
Other Receipts			Other Receipts	
Receipts from last years events	101.79		Receipts from last years events	0.00
School uniform stock sold	1168.94		School uniform stock sold	940.89
		1270.73		940.89
Expenses (not fundraising)			Expenses (not fundraising)	
MSA and Governors AGMs	0.00		MSA and Governors AGMs	0.00
Thank you presents	26.24		Thank you presents	22.98
PTA Insurance	95.00		PTA Insurance	103.00
Lottery License	20.00		Lottery License	20.00
Costs from last years events	141.89		Costs from last years events	168.19
Costs prepaid for next years events	0.00		Costs prepaid for next years events	0.00
Stationery and stamps	36.72		Stationery and stamps	3.60
Bonfire Incinerator and other equipment	0.00		Bonfire Incinerator and other equipment	0.00
		-319.85		-317.77
Other Payments			Other Payments	
School uniform stock purchased	0.00		School uniform stock purchased	940.89
		0.00		-940.89
Total Net Income		12280.02	Total Net Income	8929.47
Donations (unrestricted)			Donations (unrestricted)	
Classroom Allocations	1680.00		Classroom Allocations	2100.00
Website Hosting	0.00		Website Hosting	0.00
Leavers Disco	0.00		Leavers Disco	100.00
Yr 5/Yr 6 Play Drinks	51.59		Yr 5/Yr 6 Play Drinks	47.85
Xmas Crackers	37.79		Xmas Crackers	37.83
Theatre and Science Visits	500.00		Theatre and Science Visits	0.00
School Garden	510.20		School Garden	0.00
		-2779.58		-2385.68
Donations (restricted)			Donations (restricted)	
			Sun Shade	10358.00
			Bike Shed	7000.00
			School Laptop	655.00
		0.00		-18013.00
Total Donations		-2779.58	Total Donations	-20398.68
Total		23460.38	Total	11991.17
Assets			Assets	
School Uniform Stock	1310.23		School Uniform Stock	2261.12
Book Fair commission received as books	1003.24		Book Fair commission received as books	1024.39