

MEADOW PRIMARY SCHOOL PTA

England & Wales · Charity number 1006153

Details

Other names	STONELEIGH (G.M.) FIRST SCHOOL PARENT-TEACHERS ASSOCIATION, STONELEIGH COUNTY FIRST SCHOOL ASSOCIATION
Status	Registered
Legal form	Other
Registered	1991-11-21
Register	View on the Charity Commission register

Contact

Address Meadow Primary School
Sparrow Farm Road
Epsom
KT17 2LW

Phone 02083934839

Email meadowptfa@gmail.com

Website www.meadowptfa.org.uk

Activities

Objects: 2. PURPOSES
The object of the association (the objects) is to advance the education of pupils in the school in particular by:
2.1 Developing effective relationships between the staff, parents and others associated with the school
2.2 Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

Activities: Developing effective relationships between the staff, parents and others associated with the school
Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** Children/young People

Geography

- Area of benefit: STONELEIGH
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£41,018	£28,603	-	-
2024-12-31	£41,780	£68,971	-	-
2023-12-31	£47,047	£34,863	-	-
2022-12-31	£35,168	£22,604	-	-
2021-12-31	£17,871	£8,947	-	-

Trustees

Name	Role	Appointed
Angela Robledo Quesada		2025-01-31
Emma Sarah Rothwell		2025-01-31
Rosie Lockey		2025-01-31
Samantha Tuff		2025-01-31

MEADOW PRIMARY SCHOOL PTA

England & Wales - Charity number 1006153

Accounts



Trustees' Annual Report for the period

From 1st January 2025 **Period start date**
To 31st December 2025 **Period end date**

Charity name: MEADOW PRIMARY SCHOOL PTA

Charity registration number: 1006153

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the association (the objects) is to advance the education of pupils in the school in particular by: 1. Developing effective relationships between the staff, parents and others associated with the school 2. Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Our main fundraisers continue to be the annual summer fair, children's discos and fireworks events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees of Meadow Primary School PTA are aware of the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
		n/a

Contribution made by volunteers	Para 1.38	
Other		n/a

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	We have strived to ensure good value and inclusivity at school events by keeping prices as low as possible. While small incremental increases were necessary due to rising costs of food, drinks, and event expenses in the current economic climate, we remain committed to affordability for all. The PTA achieved another successful year by the many hours put in by the committee members and wider parents. We raised money for Macmillan Cancer at a coffee morning and held 9 events this year, and a raffle – including, Krispy Kreme sales, Ice Cream Friday, Summer Fair, Mufti days, Fireworks, Disco's and Christmas refreshments. With the funds, we were able to support school initiatives with significant investment into such as, Year 6 yearbooks, Christmas presents for each classrooms providing wet play and other resources, reading books and school equipment. In addition, a number of student enrichment activities were funded including an all-school drumming workshop and Easter Egg Hunt.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We raised £19,254 in fundraising event and invested ££6,332 in school projects. At year end, the charity had funds of £43,437.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We keep enough funds to cover the pledges made to school projects, emergency requests for funds from the school and additional funds to support projects where no fundraising can be held (such as in covid years) to ensure consistent benefit to our school.
Amount of reserves held	Para 1.22	£24,000 (with £19,000) available for spending on school projects in the upcoming year
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No concerns

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Parentkind Model Constitution adopted 6 th December 2024
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	An Association consisting of all parents/carers and teachers involved with the school, led by a committee of a minimum of 2 trustees, elected annually
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are nominated prior to the Annual General Meeting and elected through a voting process held at the meeting in January each year.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	All trustees give their time voluntarily and receive no remuneration or other benefits. All trustees follow all school policies and procedures
Relationship with any related parties	Para 1.51	We are members of Parentkind which provides helpful advice and fundraising ideas and also provides our Public Liability insurance
Other		

Reference and Administrative details

Charity name	Meadow Primary School PTA
Other name the charity uses	n/a
Registered charity number	1006153
Charity's principal address	Meadow Primary School Sparrow Farm Road Stoneleigh Surrey KT17 2LW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Emma Rothwell	Co-Chair	1st January 2025 - 31st December 2025	
2	Rosie Lockey	Secretary	1st January 2025 - 31st December 2025	
3	Angela Robledo Quesada	Procurement	1st January 2025 - 31st December 2025	
4	Samantha Tuff	Co-Chair	1st January 2025 - 31st December 2025	
5	Abigail Hope	Treasurer	1st January 2025 - 31st December 2025	
6				
7				
8				
9				
10				
11				
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13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--



Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Abigail Hope	Angela Robledo Quesada
Position (eg Secretary, Chair, etc)	Treasurer	Procurement
Date	17 th March 2026	

BALANCE SHEET 2025

Total

Bank Accounts

£43,436.86

Balance of Current Account

£19,254.36

Opening Balance 01.01.25

£4,848.49

Deposits

£43,294.36

Withdrawals

-£28,888.49

Internal movement

£0.00

Balance of Base Rate Account

£24,182.50

Opening Balance 01.01.25

£23,868.39

Internal movement

£0.00

Savings Account interest

£314.11

Uniform Committee Balance

-£684.80

-£684.80

Carried forward 2023

-£274.26

Carried forward 2024

-£477.53

Net Income 2025

£66.99

Yr 6 Meadowfest Leavers Committee

-£2,371.63

-£2,371.63

Gross Income 2025

-£6,436.22

Gross Expense 2025

£4,064.59

CLOSING TOTAL

£40,380.43

INCOME STATEMENT 2025

FUNDRAISING INCOME

Admin

£0.00

£0.00

Float

£0.00

Events Income

-£40,472.32

-£40,472.32

January Disco's

-£3,300.93

Summer Fair 2025

-£18,254.77

Summer Fair Raffle

-£2,151.38

Krispy Kreme Doughnuts 16.05.25

-£600.13

Break the rules mufti day 23.05.25

-£365.66

Ice Cream Friday (13.6.25)

-£382.10

Ice Cream Friday (18.07.25)

-£376.50

Fireworks

-£14,351.20

Bookclub

-£263.55

Xmas Carols

-£426.10

Other Income

-£546.03

-£546.03

Commissions (Easyfundraising, Stikins)

-£201.92

Rental Party Pack & Other

-£30.00

Bank Account interest

-£314.11

TOTAL INCOME

-£41,018.35

FUND RAISING EXPENSES

Admin	£527.96	£527.96
Memberships & Licences	£197.59	
Miscellaneous spend/PTA investment	£330.37	
Event Expenses	£21,742.88	£21,742.88
January Disco's	£726.68	
Summer Fair 2025	£11,219.16	
Summer Fair Raffle	£266.69	
Krispy Kreme Doughnuts 16.05.25	£399.22	
Ice Cream Friday (13.06.25)	£144.32	
Ice Cream Friday (18.07.25)	£132.58	
Fireworks	£8,672.50	
Xmas Carols	£181.73	
Donations	£6,332.17	£6,332.17
Christmas presents 2025	£1,182.52	
School Council Budget	£366.16	
Easter Egg Hunt	£232.85	
Drumming Workshop	£700.00	
Year 6 Leavers books	£1,571.76	
Slow Cookers	£85.71	
Spell Checkers	£1,173.33	
Colour Band Books	£989.84	
Christmas Hoop Prizes	£30.00	
TOTAL EXPENSES		£28,603.01
NET FUNDRAISING		-£12,415.34
Trial balance check: Movement in balance sheet		£12,415.34
	Difference	£0.00



**Independent examiner's report on
the accounts**

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Meadow Primary School PTA

**On accounts for the year
ended**

31/12/2025	Charity no (if any)	1006153
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Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2025.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Paul Huitson

Date:

21 Feb 2026

PAUL HUITSON

Name: Paul N J Huitson

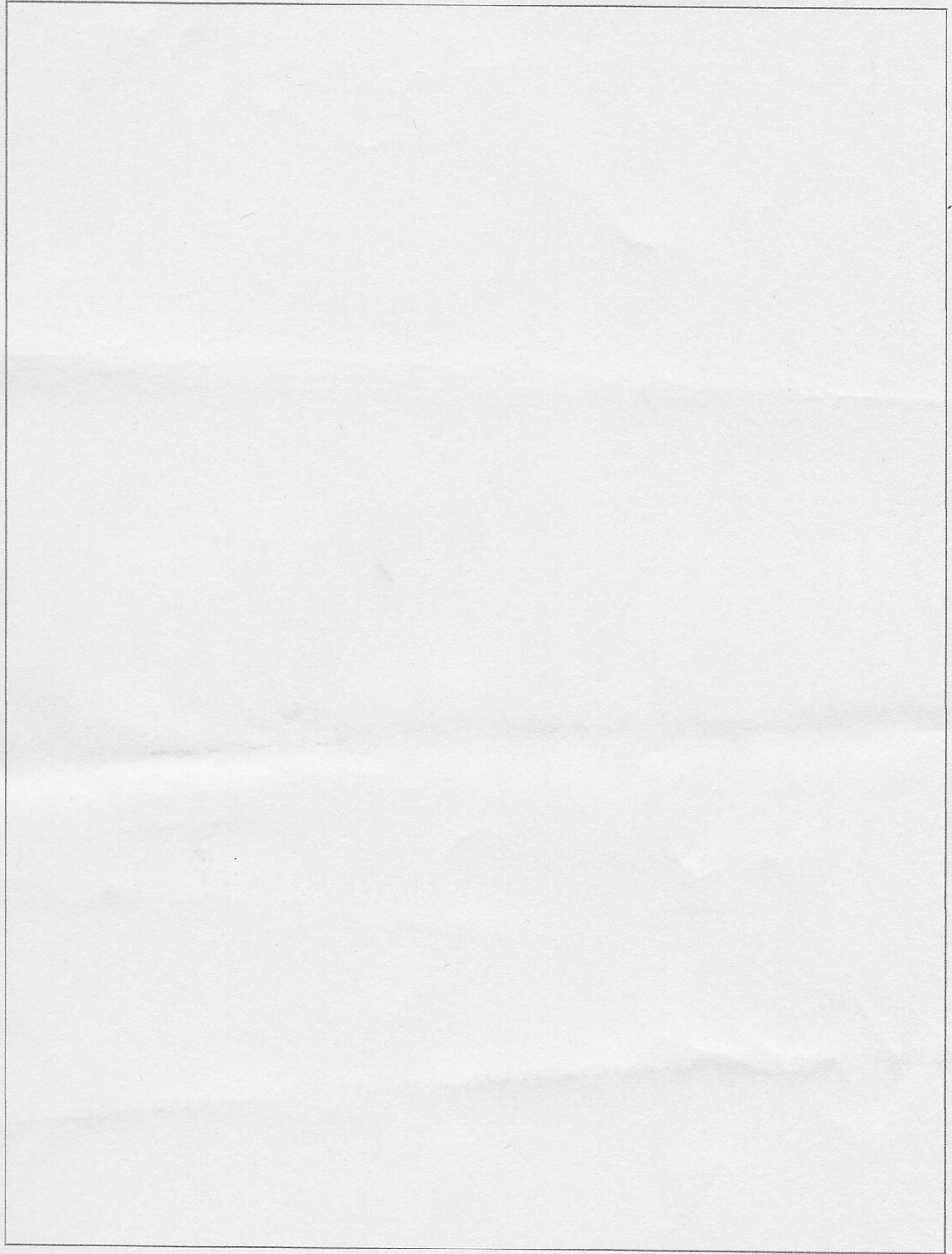
Relevant professional qualification(s) or body (if any): N/A

Address: 207 London Road
KT17 2BU

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details
of any items that the
examiner wishes to
disclose.**



MEADOW PRIMARY SCHOOL PTA

England & Wales - Charity number 1006153

Accounts



Trustees' Annual Report for the period

From 1st January 2024 **Period start date**
To 31st December 2024 **Period end date**

Charity name: MEADOW PRIMARY SCHOOL PTA

Charity registration number: 1006153

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the association (the objects) is to advance the education of pupils in the school in particular by: <ol style="list-style-type: none">1. Developing effective relationships between the staff, parents and others associated with the school2. Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Our main fundraisers continue to be the annual summer fair, children's discos, circus and fireworks events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees of Meadow Primary School PTA are aware of the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
	Para 1.38	n/a

Contribution made by volunteers		
Other		n/a

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We have strived to ensure good value and inclusivity at school events by keeping prices as low as possible. While small incremental increases were necessary due to rising costs of food, drinks, and event expenses in the current economic climate, we remain committed to affordability for all.</p> <p>The PTA achieved another successful year by the many hours put in by the committee members and wider parents. We raised money for Macmillan Cancer at a coffee morning and held 12 events this year, and a raffles – including, Krispy Kreme sales, Hair cuts for children, Ice Cream Friday, Summer Fair, Mufti days, Circus, Fireworks, Disco's and Christmas refreshments.</p> <p>With the funds, we were able to support school initiatives with significant investment into such as to a new Hall Audio system, Year 1 playground, Reading nooks/sheds, VR workshops for every child in the school, Year 6 yearbooks, Christmas presents for each classrooms providing wet play and other resources, upgrading the nursery sensory room, school's SEN provision, portable sound system for use outdoors and on sports day and school council initiatives.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Our spending in school projects exceeded the funds raised in the period and was partly funded from previous years activities.
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We raised £20,715 in fundraising event and invested £47,916 in school projects. At year end, the charity had funds of £28,717.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We keep enough funds to cover the pledges made to school projects, emergency requests for funds from the school and additional funds to support projects where no fundraising can be held (such as in covid years) to ensure consistent benefit to our school.
Amount of reserves held	Para 1.22	£20,000 (with £8,717 available for spending on school projects in the upcoming year)
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No concerns

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Parentkind Model Constitution adopted 6 th December 2024
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	An Association consisting of all parents/carers and teachers involved with the school, lead by a committee of a minimum of 2 trustees, elected annually.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are nominated prior to the Annual General Meeting and elected through a voting process held at the meeting in January each year.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	All trustees give their time voluntarily and receive no remuneration or other benefits. All trustees follow all school policies and procedures.
Relationship with any related parties	Para 1.51	We are members of Parentkind which provides helpful advice and fundraising ideas and also provides our Public Liability insurance
Other		

Reference and Administrative details

Charity name	Meadow Primary School PTA
Other name the charity uses	n/a
Registered charity number	1006153
Charity's principal address	Meadow Primary School Sparrow Farm Road Stoneleigh Surrey KT17 2LW

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Clare Todd</i>	<i>Bernice Hickman</i>
Full name(s)	Clare Todd	Bernice Hickman
Position (eg Secretary, Chair, etc)	Co-Chair	Treasurer
Date	8 th March 2024	

BALANCE SHEET 2024

	Amount
Opening Bank Balance 01.01.24	£32,393.64
Deposits	£47,583.02
Withdrawals	-£75,128.17
Internal movement	£0.00
Balance of current account	£4,848.49
Opening Savings Base rate account 01.01.24	£23,514.65
Internal movement	£0.00
Savings Account interest	£353.74
Balance of base rate account	£23,868.39
CLOSING TOTAL	£28,716.88
INCOME	
<i>Admin</i>	
Float	£0.00
Uniform sales	£620.50
Year 6 Meadowfest Leavers party	£3,694.27
	£4,314.77
<i>Events</i>	
January Disco's	£3,594.30
Break the Rules Mufti Day	£436.00
Hair Cuts by Natalie Mothering March	£255.21
Guess the Eggs Easter Competition	£103.00
Krispy Kreme Doughnuts 05.05.24	£602.00
Krispy Kreme Doughnuts 24.05.24	£978.00
Ice Cream Friday (Sports Days 07.06.24 and 14.06.24)	£638.00
Summer Fair 2024	£8,205.82
Summer Fair Raffle	£2,141.00
Circus	£7,925.70
Fireworks	£11,184.73
Haircuts by Natalie November	£120.94
Carol Concert Refreshments	£273.65
<i>Net Income</i>	£36,458.35
<i>Commissions</i>	
Commissions (Easyfundraising, Stikins)	£262.21
Cauliflower Christmas Cards Commission 2023	£380.70
Uniformerly	£0.00
PTA Party Pack Rental	£10.00
Bank Account interest	£353.74
<i>Net Commission Income</i>	£1,006.65
Total Income	£41,779.77

EXPENSE		
Admin		
Uniform		-£142.97
Memberships & Licences		-£187.39
Miscellaneous spend/PTA investment		-£262.52
Year 6 Meadowfest Leavers party		-£3,694.27
Net PTA costs		-£4,287.15
Events		
January Disco's		-£1,209.06
Guess the Eggs Easter Competition		-£19.55
Krispy Kreme Doughnuts 05.05.24		-£386.99
Krispy Kreme Doughnuts 24.05.24		-£650.00
Ice Cream Friday (Sports Day)		-£214.67
Summer Fair 2024		-£2,582.61
Summer Fair Raffle		-£369.87
Circus		-£5,468.95
Fireworks		-£5,762.69
Carol Concert Refreshments		-£112.96
Net expenses		-£16,777.35
Donations		
Playground banners x 4		-£1,120.00
Outdoor classroom		-£3,800.00
Outdoor storage unit		-£1,520.95
Long planters x 4		-£258.99
Fun/Active playground markings		-£2,390.00
VR Workshops KS2		-£1,520.00
VR Workshops KS1		-£799.00
Books for book nooks		-£2,669.50
Bunting, fairy lights, decorations for book nook		-£74.30
Reception VR workshop		-£582.00
Choir beanies for O2 Young Voices		-£156.54
Portable PA Sound system for sports day + insurance		-£308.98
Harry Potter books for Reading pods		-£67.98
Nursery - sensory room purchases		-1,271.91
SEN room - sensory room items		-309.95
Reading book nook items		-2,720.00
Inv 773 Main hall new audio and visual system		-16,350.00
Inv 790 Y1 playground		-2,437.51
Christmas hoop competition prizes		-39.96
MPSI 825 - Ceramics workshops 20,21,22 January 2025		-2,747.00
MPSI 826 - Scholastic, Pandora & Heath AR books		-312.13
MPSI 827 - Y1 Playground		-3,341.43
Christmas Presents 2024		-1,385.53
Y6 Yearbooks		-£1,723.02
Net Donations		-£47,906.68
Total Expense		-£68,971.18

NET FUNDRAISING

-£27,191.41



**Independent examiner's report on
the accounts**

Section A

Independent Examiner's Report

Report to the trustees

Meadow Primary School PTA

**On accounts for the year
ended**

31/12/2024

**Charity no
(if any)**

1006153

Set out on pages

(remember to include the page numbers of additional sheets)

**Responsibilities and
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

Name:

Relevant professional qualification(s) or body (if any):

Address:

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

A large, empty rectangular box with a thin black border, occupying the central portion of the page. It is intended for the user to provide brief details of any items that the examiner wishes to disclose.

MEADOW PRIMARY SCHOOL PTA

England & Wales - Charity number 1006153

Accounts



Trustees' Annual Report for the period

From 1st January 2023 **Period start date**
To 31st December 2023 **Period end date**

Charity name: MEADOW PRIMARY SCHOOL PTA

Charity registration number: 1006153

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Association is to solely raise funds to enhance the education of pupils in the school under direct guidance of the Head Teacher. In furtherance of this object the Association may: a) Develop more extended relationships between the staff, parents and governors associated with the school. b) Engage in activities which support the school and all proceeds from such are to be used solely for the children of the school, under direct guidance of the Head Teacher. c) Provide and assist in the provision of facilities or items for education at the school (not provided from statutory funds) as the Committee, in consultation with the Head Teacher, shall from time to time determine.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Our main fundraisers continue to be the annual summer fair, children's discos, circus and fireworks events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees of Meadow Primary School PTA are aware of the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
		n/a

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	n/a
Other		n/a

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Despite spiralling costs of the economic environment, our aim was to bring good value and inclusivity to school events by maintaining prices were possible.</p> <p>The PTA achieved another successful year by the many hours put in by the committee members and wider parents. We raised money for Macmillan Cancer at a coffee morning and held 12 events this year, and a raffles – including, Krispy Kreme sales, Hair cuts for children, Easter Tombola, Pizza kit sales, Ice Cream Friday, Summer Fair, Mufti days, Circus, Fireworks, Disco's and Christmas cards.</p> <p>With the funds, we were able to support school initiatives such as the Ecobrick competitions, coronation bookmarks, a significant upgrade to the stock of reading books in the school, new playground reading pods, reception parent packs, Year 6 yearbooks and class Christmas presents for wet play.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We raised an additional £12,185 for new projects this year. At year end, the charity had funds of £55,908
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We keep enough funds to cover the pledges made to school projects, emergency requests for funds from the school and additional funds to support projects where no fundraising can be held (such as in covid years) to ensure consistent benefit to our school.
Amount of reserves held	Para 1.22	£20,000 (with £35,908 available for spending on school projects in the upcoming year)
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No concerns

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution adopted March 2012
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	An Association consisting of all parents/carers and teachers involved with the school, lead by a committee of 7 - 9 elected annually.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are nominated prior to the Annual General Meeting and elected through a voting process held at the meeting in January each year.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	All trustees give their time voluntarily and receive no remuneration or other benefits. All trustees follow all school policies and procedures.
Relationship with any related parties	Para 1.51	We are members of Parentkind which provides helpful advice and fundraising ideas and also provides our Public Liability insurance
Other		We are seeking approval from the Charities Commission to replace our current constitution (March 2012) with the Parentkind Model Constitution. This constitution has been adopted by many parent and teacher charities such as ours.

Reference and Administrative details

Charity name	Meadow Primary School PTA
Other name the charity uses	n/a
Registered charity number	1006153
Charity's principal address	Meadow Primary School Sparrow Farm Road Stoneleigh Surrey KT17 2LW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Clare Todd	Co-Chair	1 st January 2023 - 31 st December 2023	
2	Rebecca Learmont	Co-Chair	1 st January 2023 - 31 st December 2023	
3	Abigail Hope	Secretary	1 st January 2023 - 31 st December 2023	
4	Bernice Hickman	Treasurer	1 st January 2023 - 31 st December 2023	
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Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Clare Todd</i>	<i>Bernice Hickman</i>
Full name(s)	Clare Todd	Bernice Hickman
Position (eg Secretary, Chair, etc)	Co-Chair	Treasurer
Date	27 th September 2024	

MEADOW PRIMARY SCHOOL PTA
BALANCE SHEET 2023

	Amount
Opening Bank Balance 01.01.23	£43,723.66
Deposits	£47,047.76
Withdrawals	-£34,863.13
Total movement	£12,184.63
INCOME	
Bank Account interest	£221.75
Events	
Doughies Pizza	£257.00
Spring Disco's	£3,424.84
Hair cuts - March	£353.22
Krispy Kreme	£610.00
Ice Cream Friday (Sports Day)	£709.22
Summer Fair 2023	£10,403.37
Summer Fair Raffle	£2,056.00
Hair cuts - July	£272.16
Circus	£7,569.41
Fireworks	£10,801.92
Haircuts - November	£154.55
Year 6 Leavers party	£3,689.33
Event Income	£40,301.02
Commissions	
Commissions (Amazon Smile, Uniformerly, Easyfundraising)	£722.55
Cauliflower Christmas Cards Commission 2022	£513.50
Cauliflower Christmas Cards Commission 2023	£0.00
Uniform sales & Uniformerly	£274.26
PTA Party Pack Rental	£0.00
Commission Income	£1,510.31
Total Income	£42,033.08
EXPENSE	
Admin	
Memberships & Licences	-£140.00
Miscellaneous spend/PTA investment	-£986.89
Year 6 Leavers party	-£3,689.33
Net PTA costs	-£4,816.22

Events	
Spring Disco's	-£948.60
Krispy Kreme	-£375.00
Ice Cream Friday (Sports Day)	-£264.00
Summer Fair 2023	-£3,511.65
Summer Fair Raffle	-£372.89
Macmillan coffee morning	£0.00
Circus	-£5,527.79
Fireworks	-£6,280.43
Event expenses	-£17,280.36
Donations	
Ecobrick Prize	-£47.97
Coronation Bookmarks for children and staff	-£388.56
Book Donations	-£1,726.75
Reading Pod, cushions and outdoor mat	-£869.94
Maypole Workshop	-£1,797.00
Year 6 Yearbooks	-£1,693.09
New Starter Parent packs	-£166.79
Class Christmas presents	-£1,061.77
Donations	-£7,751.87
Total expenses	-£29,848.45
NET FUNDRAISING	£12,184.63
CLOSING BANK BALANCE as at 31.12.23	£55,908.29



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Meadow Primary School PTFA

**On accounts for the year
ended**

31/12/2023

**Charity no
(if any)**

1006153

Set out on pages

—

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

J Huitson

Date:

28/01/2024

Name:

Jacqueline Huitson

**Relevant professional
qualification(s) or body
(if any):**

N/A

Address: 207 London Road

KT17 2BU

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

(This area is intentionally left blank for the examiner to provide details of any items that require disclosure.)

Independent
examiner's statement

Name: *(Signature)*
Date: 18/01/2014

Relevant professional
body (if any)

MEADOW PRIMARY SCHOOL PTA

England & Wales - Charity number 1006153

Accounts



Trustees' Annual Report for the period

From 1st January 2022 Period start date
To 31st December 2022 Period end date

Charity name: MEADOW PRIMARY SCHOOL PTA

Charity registration number: 1006153

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the Association is to solely raise funds to enhance the education of pupils in the school under direct guidance of the Head Teacher. In furtherance of this object the Association may: a) Develop more extended relationships between the staff, parents and governors associated with the school. b) Engage in activities which support the school and all proceeds from such are to be used solely for the children of the school, under direct guidance of the Head Teacher. c) Provide and assist in the provision of facilities or items for education at the school (not provided from statutory funds) as the Committee, in consultation with the Head Teacher, shall from time to time determine.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Our main fundraisers continue to be the annual Summer fair, children's discos and fireworks events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees of Meadow Primary School PTA are aware of the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
		n/a

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	n/a
Other		n/a

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We started the year with a cautious return to school, and we were keen to create events to bring the school community together, after the Covid pandemic disruption to schooling life.</p> <p>Our first event saw a great response from the school community and we can put this down to renewed interest in PTA activities and more parents working from home.</p> <p>The PTA achieved another successful year by the many hours put in by the committee members and wider parents. We raised money for Macmillan Cancer at a coffee morning and held 11 events this year, and 2 raffles – including, Krispy Kreme sales, Easter Tombola, Pizza kit sales, Ice Cream Friday, Summer Fair, Mufti days, Fireworks, Disco's and Christmas cards.</p> <p>With the funds, we were able to make a significant pledge to upgrade the Year 1 playground costing £15,000. We also supported dance workshops for Jubilee Day, bought playground equipment for Reception, Year 6 yearbooks and class Christmas presents for wet play.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	

Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We raised an additional £12,500 for new projects this year. At year end, the charity had funds of £43,724
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We keep enough funds to cover the pledges made to school projects, emergency requests for funds from the school and additional funds to support projects where no fundraising can be held (such as in covid years) to ensure consistent benefit to our school.
Amount of reserves held	Para 1.22	£20,000 (with £23,724 available for spending on school projects in the upcoming year)
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No concerns

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution adopted March 2012
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	An Association consisting of all parents/carers and teachers involved with the school, lead by a committee of 7 - 9 elected annually.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are nominated prior to the Annual General Meeting and elected through a voting process held at the meeting in January each year.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	All trustees give their time voluntarily and receive no remuneration or other benefits. All trustees follow all school policies and procedures.
Relationship with any related parties	Para 1.51	We are members of Parentkind which provides helpful advice and fundraising ideas and also provides our Public Liability insurance
Other		

Reference and Administrative details

Charity name	Meadow Primary School PTA
Other name the charity uses	n/a
Registered charity number	1006153
Charity's principal address	Meadow Primary School Sparrow Farm Road Stoneleigh Surrey KT17 2LW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Clare Todd	Co-Chair	14 th January 2022 - 31 st December 2022	
2	Rebecca Learmont	Co-Chair	14 th January 2022 - 31 st December 2022	
3	Abigail Hope	Secretary	14 th January 2022 - 31 st December 2022	
4	Bernice Hickman	Treasurer	14 th January 2022 - 31 st December 2022	
5	Deborah Zbinden	Co-Chair	1 st January 2022 – 14 th January 2022	
6	Stephanie Streetz	Co-Chair	1 st January 2022 – 14 th January 2022	
7	Claire Hepburn	Secretary	1 st January 2022 – 14 th January 2022	
8	Julia Merritt	Treasurer	1 st January 2022 – 14 th January 2022	
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Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Clare Todd</i>	<i>Bernice Hickman</i>
Full name(s)	Clare Todd	Bernice Hickman
Position (eg Secretary, Chair, etc)	Co-Chair	Treasurer
Date	30 th October 2023	

**MEADOW PRIMARY SCHOOL PTA
BALANCE SHEET 2022**

	Amount
Opening cash balance	£31,153.82
Deposits	£35,173.69
Withdrawals	-£22,603.85
Unpresented cheques	£0.00
Total movement	£12,569.84
INCOME	
Bank Account interest	£6.13
Krispy Kreme Doughnut	£502.92
Easter Tombola	£498.05
Doughies Pizza	£249.00
Macmillan coffee morning	£199.16
Ice Cream Friday	£600.48
Summer Fair 2022 and Raffle	£11,844.28
Mufti Day Oct Half Term	£412.00
Fireworks	£10,835.98
Christmas Disco's	£3,608.09
Christmas Raffle	£1,706.95
Event Income	£30,456.91
Commissions (Amazon Smile, Uniformerly, Easyfundraising)	£485.19
Cauliflower Christmas Cards Commission 2021	£451.50
Cauliflower Christmas Cards Commission 2022	£5.00
Uniform sales & Uniformerly	£74.00
PTA Party Pack Rental	£10.00
Commission Income	£1,025.69
Total Credits	£31,488.73
EXPENSES	
Memberships & Licences	-£129.00
Miscellaneous spend	-£1,811.71
Admin expenses	-£1,940.71
Krispy Kreme Doughnut Sales	-£242.97
Easter Tombola	-£16.80
Macmillan coffee morning	-£199.16
Ice Cream Friday	-£151.07
Summer Fair 2022 and Raffle	-£4,428.15
Fireworks	-£5,577.44
Christmas Disco's	-£1,324.11
Christmas Raffle	-£323.91
Event expenses	-£12,263.61
Year 6 Yearbooks	-£1,620.06
Dance workshops for Jubilee Day	-£658.80
Reception playground	-£1,196.96
Class Christmas presents	-£1,238.75
Donations	-£4,714.57
Total Debits	-£18,918.89
NET FUNDRAISING	£12,569.84
Closing Bank Balance as at 31.12.22	£43,723.66



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name: Meadow Primary School PTFA.

On accounts for the year ended

31/12/2022.

Charity no (if any)

1006153

Set out on pages

—

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

J. Hutton

Date:

21/1/2023

Name:

JACQUELINE HUTTON.

Relevant professional qualification(s) or body (if any):

N/A.

Address:

207, LONDON ROAD.

KT17 2BU.

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here details of any items that the examiner wishes to disclose.

[Empty box for disclosure details]