



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From Period start date 1 Sept 2022 To Period end date 31 Aug 2023**

**Charity name:** Nelson Primary School Parent Teacher Association

**Charity registration number:** 1015232

## 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 advance the education of the pupils of Nelson Primary School {the School} by providing and assisting in the provision of facilities for education at the School {not normally provided by the Local Education Authority}. In furtherance of this object the Association may: (a) Foster more extended relationships between 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.
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	<p>In the 2022/23 time period, the Association honoured its objects by raising and dispersing funds to the School, to advance the education of its pupils. Examples of such activities include: Improved playground facilities, funding school trips and science workshops.</p> <p>Additionally, the Association provided opportunities for extended relationships between staff and parents, via events and meetings.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have seen this Charity Commission guidance

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

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

## 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>Funds were raised over 21/22 year from events such as:</p> <p>Parking – £29,974 Summer Fair - £2,894</p> <p>As a result of this, the PTA was able to fund initiatives to enhance the school environment and educational opportunities at the School, which included a variety of curriculum enhancing workshops and trips for the children to benefit from.</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	Over the period a total of £22,142 has been spent with an income of £35,949 resulting in a surplus of £13,807 for the financial year
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Any unspent funds from this financial year will be carried over for various annual commitments and one-off projects to enhance the experience of the children at the School. This year substantial reserves are kept because of a planned large-scale project (for the school playground) in the coming years.
Amount of reserves held	Para 1.22	£25,060
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	n/a

### 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 as titled "Nelson Primary School PTA Constitution - May 2011"
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association
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	Election of Trustees Officers and Committee members shall be elected at the Annual General Meeting (AGM) and shall serve until the commencement of the next AGM. Any Full Member of the Association who has attended at least 3 Committee meetings of the Association in the school year the AGM is held, may stand for office. Election shall be by simple majority vote.

### 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	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Nelson Primary School Parent Teacher Association
Other name the charity uses	Nelson PTA
Registered charity number	1015232
Charity's principal address	Nelson Primary School, Nelson Road, Whitton, Twickenham. TW2 7BU



### **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	Lynne Henderson	Chair		
2	Nicola Rose	Co-Treasurer		
3	Nikhil Pampatwar	Co-Treasurer		
4	Caroline Ludbrook	Secretary		
5	Katie Harlow	Trustee		
6	Allison Allan	Trustee		
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20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## 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

#### 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

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## 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

<b>Signature(s)</b>	<i>Lynne Henderson</i>	
<b>Full name(s)</b>	Lynne Henderson	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	18/07/24	

**Charity No: 1015232**

**Nelson Primary School PTA  
Accounts  
For the year ended 31 August 2023**

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**Nelson Primary School PTA**  
**Charity No: 1015232**  
**Independent Examiners Report**  
**For the year ended 31 August 2023**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2023 as set out on pages 2 to 4.

**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 Examiners Statement**

I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Dated:

**David Alesbury FCA**

Feltons  
Chartered Accountants  
1 The Green  
Richmond  
Surrey TW9 1PL

**Nelson Primary School PTA  
Income and Expenditure Statement  
1st Sep 2022 to 31st Aug 2023**

	<b>31/08/2023</b>	<b>31/08/2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Parking	29,974.01	21,048.00
Summer Fair	2,894.00	3,490.00
Winter Fair/Raffle	0.00	1,423.00
Donations	200.00	2,958.35
School Disco	1,401.00	904.00
Art Sale / Tea Towels	0.00	1,227.50
River of Hope Sale	0.00	976.00
Easy Fundraising	270.33	148.32
Amazon Smile	43.71	33.04
Movie Afternoon	0.00	455.26
Car Boot Sale	425.00	0.00
Quiz Night	740.00	0.00
Interest Income	1.03	0.00
<b>Total Income</b>	<b>35,949.08</b>	<b>32,663.47</b>
<b>Expenditure</b>		
<b>Fundraising Costs</b>		
FC Parking Costs	221.00	0.00
FC Summer Fair costs	280.00	2,592.16
FC Winter Fair costs	0.00	43.88
FC - Aladdin Panto & Workshop	800.00	0.00
FC School Disco costs	967.81	784.91
FC Art Sale / Tea Towel Costs	0.00	762.24
FC River of Hope Costs	0.00	851.81
FC - Curry Night	505.45	0.00
FC Car Boot Costs	396.00	0.00
FC Year 6 Leavers Costs	1,222.49	1,912.73
<b>Total Fundraising Costs</b>	<b>4,392.75</b>	<b>6,947.73</b>
<b>Governance Costs</b>		
GC Parentkind Membership	140.00	128.00
<b>Total Governance Costs</b>	<b>140.00</b>	<b>128.00</b>
<b>Charitable Activities</b>		
CA Art Room Costs	220.97	1,550.58
CA Story Sacks Costs	0.00	220.59
CA Video Camera Costs	0.00	133.32
CA History Timeline costs	0.00	2,750.00
CA Ipads Costs	0.00	4,632.16
CA Floodlight costs	0.00	222.00
CA Father Christmas costs	550.00	251.27
CA Jubilee Gifts	0.00	612.00
CA - School Trip	4,230.00	0.00
CA - OPAL Primary Programme	5,149.00	0.00
CA - Egg Hatching Kit	260.00	0.00
CA - Teacher Lunches/Breakfasts	1,429.27	0.00
CA - Bamboo Screens	787.38	0.00
CA - Books	215.71	0.00
CA - Science workshop	648.00	0.00
CA - Playground Equipment	369.86	0.00
<b>Total Charitable Activities</b>	<b>13,860.19</b>	<b>10,371.92</b>

**Nelson Primary School PTA  
Income and Expenditure Statement  
1st Sep 2022 to 31st Aug 2023**

	<b>31/08/2023</b>	<b>31/08/2022</b>
	<b>£</b>	<b>£</b>
<b>Other expenses</b>		
Bank Fees	820.05	579.46
Postage Freight & Courier	61.70	0.00
General expenses	274.54	0.00
Printing & Stationary	724.42	0.00
Repairs & Maintenance	1,867.98	0.00
<b>Total Other expenses</b>	<b>3,748.69</b>	<b>579.46</b>
<b>(Grand Total) Total Expenditure</b>	<b>22,141.63</b>	<b>18,027.11</b>
<b>Surplus / (Deficit) for the financial year:</b>	<b>13,807.45</b>	<b>14,636.36</b>

**Nelson Primary School PTA**  
**Balance Sheet**  
**As at 31st Aug 2023**

	<b>31/08/2023</b>	<b>31/08/2022</b>
	<b>£</b>	<b>£</b>
<b>Current Assets</b>		
Bank - Barclays Nelson PTA	12,459.71	7,180.75
Bank - Nelson PTA Metro account	19,801.43	0.00
Bank - Nelson PTA Savings account	0.00	5,003.89
Petty Cash	200.00	200.00
Paypal	14,388.29	12,675.34
Accounts Receivable	500.00	0.00
<b>Total Current Assets</b>	<b>47,349.43</b>	<b>25,059.98</b>
<b>Current Liabilities</b>		
Accounts Payable	8,482.00	0.00
Paypal	0.00	0.00
<b>Total Current Liabilities</b>	<b>8,482.00</b>	<b>0.00</b>
<b>Net Assets</b>	<b>38,867.43</b>	<b>25,059.98</b>
<b>PTA Reserves</b>		
<b>Reserves Brought Forward</b>	<b>25,059.98</b>	<b>10,423.62</b>
Surplus / (Deficit) for the financial year:	13,807.45	14,636.36
<b>Reserves Carried Forward</b>	<b>38,867.43</b>	<b>25,059.98</b>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by

**Lynne Henderson**  
Trustee

Date:

**Charity No: 1015232**

**Nelson Primary School PTA  
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Signed:

Dated:

**David Alesbury FCA**

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**Nelson Primary School PTA**  
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**Lynne Henderson**  
Trustee

Date: