

ST MATTHEW FIRST SCHOOL PARENT TEACHERS ASSOCIATION

England & Wales · Charity number 1016173

Details

Other names COTTENHAM PARK CHURCH OF ENGLAND FIRST SCHOOL
PARENT-TEACHERS ASSOCIATION, P T A

Status Registered

Legal form Other

Registered 1993-01-15

Register [View on the Charity Commission register](#)

Contact

Address St. Matthews C Of E School
Cottenham Park Road
London
SW20 0SX

Phone 02089477227

Email office@st-matthews.merton.sch.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUPILS AT THE SCHOOL BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES FOR THE EDUCATION AT THE SCHOOL (NOT NORMALLY PROVIDED BY THE LOCAL EDUCATION AUTHORITY)

Activities: Raising money to provide additional resources and facilities for the benefit of the school and the pupils.

Classification

- **How:** Provides Other Finance
- **What:** General Charitable Purposes
- **Who:** Children/young People

Geography

- **Area of benefit:** COTTENHAM PARK AND ENVIRONS
- Merton

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£57,036	£55,935	-	-
2023-09-30	£40,690	£33,634	-	-
2022-09-30	£39,649	£33,226	-	-
2021-09-30	£8,213	£11,122	-	-
2020-09-30	£9,643	£13,955	-	-

Trustees

Name	Role	Appointed
Donna Abbey		2025-10-02
Helen Moir		2025-10-02
Mariia Grabar		2025-10-02
Melissa Mills		2025-10-02
Yasaman Banietemad Bromand		2025-10-02

ST MATTHEW FIRST SCHOOL PARENT TEACHERS ASSOCIATION

England & Wales - Charity number 1016173

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Matthew First School Parent Teacher
Association

1016173

Receipts and payments accounts

CC16a

For the period from	01/10/2023	To	30/09/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Income from main events	30,961	-	-	30,961	26,968
Income from minor events	8,575	-	-	8,575	6,422
Other income	-	-	-	-	247
Sponsorship	3,700	-	-	3,700	5,320
Donations	13,800	-	-	13,800	1,733
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	57,036	-	-	57,036	40,690
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	57,036	-	-	57,036	40,690
A3 Payments					
Direct costs for events	10,884	-	-	10,884	10,951
Sundry expenses	300	-	-	300	955
Donations to school	44,751	-	-	44,751	21,728
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	55,935	-	-	55,935	33,634
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	55,935	-	-	55,935	33,634
Net of receipts/(payments)	1,101	-	-	1,101	7,056
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	27,718	-	-	27,718	20,662
Cash funds this year end	28,819	-	-	28,819	27,718

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NatWest Bank account	28,819	-	-
	Cash on hand	-	-	-
		-	-	-
	Total cash funds	28,819	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	n/a	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	n/a		-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	n/a		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	n/a		-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Nataly Chadwick</i>	NATALY CHADWICK	29-Sep-25
<i>Amy Hollins</i>	AMY HOLLINS	29-Sep-25



Trustees' Annual Report for the period

From 01 October 2023

To 30 September 2024

Charity name: St Matthew First School Parent Teachers Association

Charity registration number: 1016173

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the pupils at the school by providing and assisting in the provision of facilities for the education at the school (not normally provided by the Local Education Authority).
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	The main activity of the PTA is fundraising to provide facilities, equipment, and educational resources not funded by the school's budget. In addition, the PTA strives to create links between the school, parents and the local community through the organisation of social events and activities which fosters the sense of community, which is at the heart of our school
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have carefully considered and followed the guidance issued by the Charity Commission on public benefit.

Achievements and Performance

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.
SORP reference - para 1.20
<p>In 2023/2024 the PTA delivered a full calendar of fundraising and community events, raising an impressive £57,036 in total gross income, with a net income of £45,852 after costs. This was only possible thanks to the continued generosity and support of St Matthew's families, staff, and the wider Raynes Park community.</p> <p>These funds have directly enhanced the educational experience of all pupils and helped strengthen the sense of community across the school.</p> <p>Main Events</p> <p>Our large annual events remained the backbone of fundraising, together generating a net surplus of over £20,000.</p> <ul style="list-style-type: none"> • The Light Festival raised £3,269 net. • The Christmas Fair and associated seasonal activities, including a Wreath Night, were the most successful winter fundraisers, producing £6,908 net.

- The School Disco was another highlight, with a net return of £1,731, while the Quiz Night contributed £637.
- The Summer Fair, our biggest single fundraiser, delivered £7,556 net.
- The Family Picnic, impacted by the weather, returned a modest £82 but played an important role in bringing families together at the end of the school year.

Smaller Events and Activities

A diverse programme of smaller activities proved both popular and highly effective, together raising a net total of £8,470. These included:

- Readathon (£1,631) and Plant Sale (£918), reinforcing both learning for our children and community involvement.
- Cake sales (£822), movie nights (£2,006), and ice lolly sales (£884), which were especially valued by the children.
- Second-hand uniform sales (£499) and Bags2School (£177), which also promoted sustainability.
- The Easter Egg tombola, where the PTA funded the eggs rather than requesting donations resulted in a small loss of £25 but helped ensure inclusivity.
- Further to events, by utilising a new high interest business savings account, the PTA generated £632 in interest income during the year

External Funding and Support

The PTA was proactive in seeking additional sources of income to ease pressure on families:

- Sponsorship cash receipts totalled £3,700, with Coombe Estate Agents continuing their generous support.
- We were also grateful to receive two workplace donations and direct contributions from three parents, all of which provided valuable additional support to our income with £3,127 raised.
- The PTA issued a parent survey during the year to gather feedback from parents and caregivers, which was used to help shape our planning of events and activities.

Sports Fund

Following feedback from parents regarding the lack of funding for sports provision, the PTA launched the St Matthew's Sports Fund. In March 2023, 21 parents, governors, and friends took part in the Hampton Court Half Marathon, raising an exceptional £10,673. The event was further supported by David Lloyd Gym in Raynes Park, who generously sponsored the branded t-shirts worn by the team. Funds raised through the Sports Fund contributed to the installation of a new playground activity trail and outside gym, covered staff costs to enable participation in ten external sports events during the year, and provided new balls, nets, and other essential equipment.

Impact on St Matthew's School:

Thanks to this success, the PTA was able to donate over £44,750 to St Matthew's School in 2023/2024. These funds were used to provide:

- Reading materials, educational resources and online subscriptions as well as costs for printing and school administration
- New playground equipment including an outdoor gym and trim trail to improve play and wellbeing
- Replacement of various sports equipment
- A Christmas pantomime to celebrate the festive season
- 30 new iPads for the school as well as secure storage
- Termly Amazon vouchers for teachers to spend on their classes, depending on their individual requirements.
- £500 contribution of new books
- Funding of external sporting events and the hire of additional staff to facilitate this.

Wider Benefit to St Matthew's

The PTA's activities have not only delivered financial support but also built stronger community bonds. Events have brought together parents, carers, staff, children, and local businesses, creating a vibrant and supportive school environment. The funds raised have ensured all pupils benefit from enhanced learning and enrichment opportunities, while the community at large has enjoyed inclusive and memorable events throughout the academic year.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the period the charity had funds of £28,819 (PY: £27,718) all of which was unrestricted. The £2,290 ringfenced in previous years for the garden, has been fully utilised during the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Sufficient reserves are held to meet the financial obligations that arise from expenditure and other projects identified by the PTA and the school that require additional funding.
Amount of reserves held	Para 1.22	£28,819
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	<p>The ongoing impact of the cost-of-living crisis and a decrease in the school's population will both have an adverse impact on the PTA's ability to fund raise in the coming year.</p> <p>The trustees continue to monitor the situation and together with the school will adjust the planned expenditure. The trustees consider it appropriate to prepare the accounts on a going concern basis as it has sufficient reserves to meet its current financial obligations.</p>

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Unincorporated 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	<p>Committee members/trustees are elected by the members of the PTA at the AGM and shall hold office for two academic years.</p> <p>All parents or guardians of children attending the school, the teaching and support staff and others at the discretion of the committee are considered members of the PTA and are eligible to be nominated as a committee member/trustee.</p>

Reference and Administrative details

Charity name	St Matthew First School Parent Teachers Association
Other name the charity uses	St Matthew's CoE Primary School PTA
Registered charity number	1016173
Charity's principal address	Cottenham Park Road West Wimbledon SW20 0SX

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	Amy Hollins	Treasurer	23 September 2023 to date	
2	Nataly Chadwick	Co-Chair	23 September 2023 to date	
3	Caroline McCall	Co-Chair	23 September 2023 to date	
4	Susannah Forland Butten	Co-Chair	23 September 2023 to date	
5	Sophiya Morgan	Co-Chair	23 September 2023 to date	

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	

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Amy Hollins</i>	<i>Nataly Chadwick</i>
Full name(s)	Amy Hollins	Nataly Chadwick
Position (eg Secretary, Chair, etc)	Treasurer	Co-Chair
Date	29/9/2025	



Section A

Independent Examiner's Report

Report to the trustees/ members of	St Matthew First School Parent Teachers Association		
On accounts for the year ended	30 September 2024	Charity no	1016173
Set out on pages	1-2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 September 2024.

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 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.

Signed:	<i>Helen Moir</i>	Date:	29 September 2025
Name:	Helen Moir		
Relevant professional qualification:	ICAEW		
Address:	c/o St Matthew's Church of England Primary School Cottenham Park Road, West Wimbledon, SW20 0SX		

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.

ST MATTHEW FIRST SCHOOL PARENT TEACHERS ASSOCIATION

England & Wales - Charity number 1016173

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Matthew First School Parent Teacher
Association

1016173

CC16a

Receipts and payments accounts

For the period
from

01/10/2022

To

30/09/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Income from main events	26,968	-	-	26,968	27,738
Income from minor events	6,422	-	-	6,422	6,524
Other income	247	-	-	247	957
Sponsorship	5,320	-	-	5,320	3,860
Donations	1,733	-	-	1,733	570
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	40,690	-	-	40,690	39,649
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	40,690	-	-	40,690	39,649
A3 Payments					
Direct costs for events	10,951	-	-	10,951	7,830
Sundry expenses	955	-	-	955	237
Donations to school	21,728	-	-	21,728	25,159
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	33,634	-	-	33,634	33,226
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	33,634	-	-	33,634	33,226
Net of receipts/(payments)	7,056	-	-	7,056	6,423
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,662	-	-	20,662	14,239
Cash funds this year end	27,718	-	-	27,718	20,662

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NatWest Bank account	27,071	-	-
	Cash on hand	647	-	-
		-	-	-
	Total cash funds	27,718	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	n/a	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	n/a		-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	n/a		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	n/a		-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	<i>Nelle-Mari Lotz</i>	Nelle-Mari Lotz	31/07/2024
	<i>Kerry McDonald</i>	Kerry McDonald	31/07/2024

INDEPENDENT EXAMINER'S REPORT

FOR: St Matthews Primary School Parent Teacher Association

PERIOD: on the accounts for the year ended 30th September 2023.

The charity's trustees consider that an audit is not required for the year in question (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is required as gross income for the financial year in question exceed £25,000.

It is therefore 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 statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention other than that disclosed below

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

There are no matters of concern to disclosure in my examination of the St Matthews Primary School Parent Teachers Association set of accounts ending 30th September 2023.

This is the first year that St Matthews Primary School PTA have required to submit their accounts. Their fundraising increased due to a rise in the number of fundraising events in the financial year. I found the accounts to be in good order and sufficient evidence of correct accounting procedure.

Examiner: Joanne Moore

Relevant professional qualification: Member of the Chartered Institute of Management Accountants

Address: 84A Melbury Gardens, London SW20 0DN



Trustees' Annual Report for the period

From

01.10.2022 To

30.09.2023

Charity name: St Matthews First School Parent Teachers Association

Charity registration number: 1016173

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the pupils at the school by providing and assisting in the provision of facilities for the education at the school (not normally provided by the Local Education Authority).
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	The main activity of the PTA is fundraising to provide facilities, equipment, and educational resources not funded by the school's budget. In addition, the PTA strives to create links between the school, parents and the local community through the organisation of social events and activities which fosters the sense of community which is at the heart of our school.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have carefully considered and followed 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	
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>The PTA were able to build on the success of the events held in the prior year and organised a full calendar of fundraising events in the 2022/23 year.</p> <p>All events were very well attended and supported by both the school and wider communities. As well as raising much needed funds for the school the events held during the year also played an important role in creating a closeknit community between parents, carers, school staff and the local community.</p> <p>Winter Term: The new school year kicked off with one of the most popular events, The Light Festival. Although it was not a sell out event this year, it remained well attended and raised an impressive £2.5k.</p> <p>Fortunately, the Christmas Fair was able to go ahead without being restrained by Covid restrictions as in the prior year. Along with other Christmas fundraising initiatives, i.e. the sale of Christmas cards and trees, an impressive £7.5k was raised during the festive season.</p> <p>Spring Term: The Spring term was a very busy term for big fundraising events. Parents turned out in force to challenge the teachers for the sought after Quiz night trophy. Coombe Residential very kindly sponsored the bar for the evening, helping to boost the takings.</p> <p>The annual School Disco doubled-up as a farewell party for the departing headteacher, Mr Quinn. Everybody enjoyed the Spanish Fiesta theme especially the</p>

churro van, once again kindly sponsored by Coombe Residential.

The Readathon, the new event introduced in the prior year, was once again held over the February half term and raised £1.1k.

Summer Term:

The highlight of the summer term fundraising events was definitely the Summer Fair. The inclusion of a petting zoo this year proved to be a hugely popular.

Building on the prior year success, the Plant sale was once again very well supported by the green fingered parents/carers in our community. Unfortunately, due to a clash of dates, the family picnic event was unable to take place this year. In total, nearly £7.5k was raised during this term.

Both the Christmas and Summer Fairs benefitted greatly from raffles and silent auctions consisting of prizes generously donated by local businesses. Both events were open to families who attend the school and the local community.

On top of the main events listed above, during the year we held several smaller events which helped to raise over £3.5k in total. These events included:

- Cake and ice cream sales
- Film nights
- 2nd hand uniform sales
- Crazy hair day

For the Easter Egg tombola, the PTA decided to bear the cost of the chocolate eggs instead of requesting parents to donate the eggs.

As society moves towards being more cashless, the PTA has also embraced the convenience of cashless payments by introducing the following:

- Increased the number of "tap and pay" card readers available at events
- Classlist App – enables the purchase of tickets directly through the app

Although there are additional costs associated with these payment methods, the PTA is confident that due to the ease of cashless payments, it will be offset by an increase in purchases made.

		<p>As pressure on household budgets increased, we endeavoured to increase the funds raised from external sources. These included:</p> <ul style="list-style-type: none"> - Commissions received from companies such as Amazon Smile, Bags2School; - Sponsorship from local businesses, either in the form of prizes for raffles or silent auctions or monetary sponsorship of our respective fairs. - Donations <p>On top of the above, a parent who complete a triathlon very kindly donated the £1.3k she raised to the school. In total, we raised £8.8k from external sources.</p> <p>During the year, the PTA was able to donate £21,727.00 to the school which was spent on:</p> <ul style="list-style-type: none"> - Reading materials, educational resources and educational subscriptions - New playground equipment and markings - Gymnastics coaching - Christmas pantomime - Dance Workshop <p>The PTA also replaced the worn and lost sports kit, ensuring that the children representing St Matthews at sports events benefit from feeling unified as equal members of the team.</p>
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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		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>At the end of the period the charity had funds of £27,718 (PY: £20,661.00) of which:</p> <ul style="list-style-type: none"> • £25,428 is available for unrestricted spending in line with our objectives. • £2,290.00 ringfenced for spend on the school garden. <p>The £2,584.00 ringfenced in previous years for spend on sports kit and equipment, has been fully utilised during the year.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Sufficient reserves are held to meet the financial obligations that arise from expenditure and other projects identified by the PTA and the school that require additional funding.
Amount of reserves held	Para 1.22	£27,718.00
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	<p>The ongoing impact of the cost-of-living crisis and a decrease in the school's population will both have an adverse impact on the PTA's ability to fund raise in the coming year.</p> <p>The trustees continue to monitor the situation and together with the school will adjust the planned expenditure. The trustees consider it appropriate to prepare the accounts on a going concern basis as it has sufficient reserves to meet its current financial obligations.</p>

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	<ul style="list-style-type: none"> • Fundraising through events, raffles, silent auctions etc held at school. • Sponsorship by local businesses. • Commissions received through businesses such as Amazon Smile, Bags2School. • Donations

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
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated 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	<p>Committee members/trustees are elected by the members of the PTA at the AGM and shall hold office until the next AGM.</p> <p>All parents or guardians of children attending the school, the teaching and support staff and others at the discretion of the committee are considered members of the PTA and are eligible to be nominated as a committee member/trustee.</p>

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	St Matthews First School Parent Teachers Association
Other name the charity uses	St Matthews CoE Primary School PTA
Registered charity number	1016173

Charity's principal address	Cottenham Park Road West Wimbledon SW20 0SX

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	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	NatWest Bank plc	16 Wimbledon Hill Road, London, SW19 7NN
Independent Examiner	Joanne Moore	84a Melbury Gardens, London, SW20 0DN

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

n/a

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

n/a

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>K MacDonald</i>	<i>N Lotz</i>
Full name(s)	Kerry McDonald	Nelle-Mari Lotz
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	31 July 2024	

ST MATTHEW FIRST SCHOOL PARENT TEACHERS ASSOCIATION

England & Wales - Charity number 1016173

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Matthew First School Parent Teacher
Association

1016173

Receipts and payments accounts

CC16a

For the period from	01/10/2021	To	30/09/2022
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Income from main events	27,738	-	-	27,738	3,280
Income from minor events	6,524	-	-	6,524	846
Other income	957	-	-	957	1,039
Sponsorship	3,860	-	-	3,860	3,500
Donations	570	-	-	570	3,500
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	39,649	-	-	39,649	12,165
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	39,649	-	-	39,649	12,165
A3 Payments					
Direct costs for events	7,830	-	-	7,830	-
Sundry expenses	237	-	-	237	453
Donations to school	25,159	-	-	25,159	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	33,226	-	-	33,226	453
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	33,226	-	-	33,226	453
Net of receipts/(payments)	6,423	-	-	6,423	11,713
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	14,239	-	-	14,239	-
Cash funds this year end	20,661	-	-	20,661	11,713

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NatWest Bank account	19,789	-	-
	Cash on hand	872	-	-
		-	-	-
	Total cash funds	20,661	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

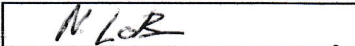

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	n/a	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	n/a		-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	n/a		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	n/a		-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Nelle-Mari Lotz	31/07/23
	Kerry McDonald	31/7/23

INDEPENDENT EXAMINER'S REPORT

FOR: St Matthews Primary School Parent Teacher Association

PERIOD: on the accounts for the year ended 30th September 2022.

The charity's trustees consider that an audit is not required for the year in question (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is required as gross income for the financial year in question exceed £25,000.

It is therefore 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 statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention other than that disclosed below

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

There are no matters of concern to disclosure in my examination of the St Matthews Primary School Parent Teachers Association set of accounts ending 30th September 2022.

This is the first year that St Matthews Primary School PTA have required to submit their accounts. Their fundraising increased due to a rise in the number of fundraising events in the financial year. I found the accounts to be in good order and sufficient evidence of correct accounting procedure.

Examiner: Joanne Moore

Relevant professional qualification: Member of the Chartered Institute of Management Accountants

Address: 84A Melbury Gardens, London SW20 0DN



Trustees' Annual Report for the period

From **01.10.2021** To **30.09.2022**

Charity name: **St Matthews First School Parent Teachers Association**

Charity registration number: **1016173**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the pupils at the school by providing and assisting in the provision of facilities for the education at the school (not normally provided by the Local Education Authority).
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	The main activity of the PTA is fundraising to provide facilities, equipment, and educational resources not funded by the school's budget. In addition, the PTA strives to create links between the school, parents and the local community through the organisation of social events and activities which fosters the sense of community which is at the heart of our school.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have carefully considered and followed 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	
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>Following the Covid-19 pandemic, this has been the first year that the PTA has been able to organise a full calendar of fundraising events.</p> <p>All events were very well attended and supported by both the school and wider communities. As well as raising much needed funds for the school the events held during the year also played an important role in creating a closeknit community between parents, carers, school staff and the local community.</p> <p>Winter Term: The Light Festival, held for the first time in 3 years, was a sell-out event and a massive success at kicking off fundraising efforts and bringing the school community together for the first-time post Covid school-closures and restrictions. The Christmas Fair was somewhat curtailed due to an increase in Covid infections, and several classes were unable to attend the event. Along with other Christmas events, i.e. the sale of Christmas cards and trees, a total of £10k was raised during the Winter Term.</p> <p>Spring Term: Unfortunately, the planned fundraising events for the Spring Term were also significantly affected by a Covid outbreak. The Disco was postponed to the Summer Term and although the Quiz Night went ahead, attendance dropped off significantly. The Readathon, a new event introduced over the half term proved to be a tremendous success and helped to contribute to the £2.8k raised in this term.</p> <p>Summer Term: The Summer Term benefited from a full calendar of events and thankfully very little disruption from Covid. The postponed Disco was combined with the Platinum</p>

		<p>Jubilee celebrations and was another successful event. The ever-popular Summer Fair also did not disappoint, and we ended the year with a Family picnic on the sports field. Lastly, another new event was introduced this term - the plant sale organised by green fingered parents. In total we raised over £10k during this term.</p> <p>Both the Christmas and Summer Fairs benefitted greatly from raffles and silent auctions consisting of prizes generously donated by local businesses. Both events were open to families who attend the school and the local community.</p> <p>On top of the main events listed above, during the year we held several smaller events which helped raise over £3k in total. These events included:</p> <ul style="list-style-type: none"> - Cake and ice cream sales - Film nights - 2nd hand uniform sales - Crazy hair day - Easter Egg tombola <p>We also endeavoured to raise funds from external sources. These included:</p> <ul style="list-style-type: none"> - Commissions received from companies such as The Co-Op, Amazon Smile, Bags2School; - Sponsorship from local businesses, either in the form of prizes for raffles or silent auctions or monetary sponsorship of our respective fairs. - Donations <p>In total, we raised £5.4k from external sources.</p> <p>During the year, the PTA was able to donate £25,159.00 to the school which was spent on:</p> <ul style="list-style-type: none"> - Performing arts education workshops for each year group - New playground equipment and markings - Reading materials, educational resources and educational subscriptions - Christmas pantomime - Jubilee Dancing Workshop
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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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	<p>At the end of the period the charity had funds of £20,661.00 (PY: £11,713.00) of which:</p> <ul style="list-style-type: none"> • £15,787.00 is available for unrestricted spending in line with our objectives. • £2,584.00 ringfenced for spend on sports kit and equipment. • £2,290.00 ringfenced for spend on the school garden.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Sufficient reserves are held to meet the financial obligations that arise from expenditure and other projects identified by the PTA and the school that require additional funding.
Amount of reserves held	Para 1.22	£20,661.00
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	<p>The ongoing impact of the Covid-19 pandemic and the cost-of-living crisis will both have an adverse impact on the PTA's ability to fund raise in the coming year.</p> <p>The trustees continue to monitor the situation and together with the school will adjust the planned expenditure. The trustees consider it appropriate to prepare the accounts on a going concern basis as it has sufficient</p>

		reserves to meet its current financial obligations.
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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	<ul style="list-style-type: none"> • Fundraising through events, raffles, silent auctions etc held at school. • Sponsorship by local businesses. • Commissions received through businesses such as Amazon Smile, Bags2School. • Donations
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
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated 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	<p>Committee members/trustees are elected by the members of the PTA at the AGM and shall hold office until the next AGM.</p> <p>All parents or guardians of children attending the school, the teaching and support staff and others at the discretion of the committee are considered members of the PTA and are eligible to be nominated as a committee member/trustee.</p>

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	St Matthews First School Parent Teachers Association
Other name the charity uses	St Matthews CoE Primary School PTA
Registered charity number	1016173

Charity's principal address	Cottenham Park Road West Wimbledon SW20 0SX

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	Nelle-Mari Lotz	Treasurer		
2	Kerry MacDonald	Chair	From 15 Sept 2021	
3	Kathryn Lucy Jarvis	Co-Chair	From 15 Sept 2021	
4	Mia Robinson	Co-Chair	From 15 Sept 2021	
5	Sadie Griffith	Co-Chair	From 15 Sept 2021	
6	Sarah Ryll	Co-Chair	From 15 Sept 2021	
7				
8				
9				
10				
11				
12				
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	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	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	NatWest Bank plc	16 Wimbledon Hill Road, London, SW19 7NN
Independent Examiner	Joanne Moore	84a Melbury Gardens, London, SW20 0DN

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

n/a

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

n/a

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>K MacDonald</i>	<i>N Lotz</i>
Full name(s)	Kerry McDonald	Nelle-Mari Lotz
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 31 July 2023