



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 09 2021	To	31 08 2022

Section A

Reference and administration details

Charity name

Little Ealing Primary School PTFA

Other names charity is known by

LEPS PTFA

Registered charity number (if any)

1031052

Charity's principal address

Little Ealing Primary School PTFA

Weymouth Avenue

Ealing, London

Postcode

W5 4EA

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	Caroline Hodges	President		
2	Scott Illman	Chair		
3	Laura Sammuels	Vice Chair		
4	Nush Ahmed	Secretary		
5	Fergus Crockett	Treasurer		
6	Ellen Hodgson	Assistant Treasurer		
7	Carrie Salmon	Events Co-Ordinator		
8	Liesa Dornan	Events Co-Ordinator		
9	Fiona Shorey	Events Co-Ordinator		
10	Katie Hirst	Events Co-Ordinator		
11	Louise Kean Wood	Communications		
12	Nicki Webb	Class Rep Co-ordinator		
13	Emily Cracknell	Class Rep Co-ordinator		
14	Swe Chambers	Recycling co-ordinator		
15	Helen Smith	Recycling Co-Ordinator		
16	Jaishree Vayavaharka	Governor Representative		
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name

Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

Nominated and elected at AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity is governed by a team of 15 to 20 trustees who meet regularly and make decisions on which fundraising activities take place plus organise and deliver each event. These trustees liaise with the school and take clear guidance from the school on how the funds raised are to be spent for the benefit of the children and school. The charity continually fosters and develops relationships with Little Ealing Primary School, with the head teacher serving as President and Trustee of the charity, and an additional staff member as a valued additional trustee of the charity. A purchasing policy is in place that requires pre-authorisations for purchases on behalf of the charity. An Expense Policy exists for the management of all claims. Issuance of payment for claims, is by cheque and requires two signatures from nominated three approvers. The Chair signs all cheques over £200. The charity continues to have two financial officers and regular trustee financial reviews to ensure a correct degree of oversight and control of cash handling and financial matters. This has been considerably simplified by an agreed strategy of moving to cashless payments. The charity has a budget which is set at the AGM at the start of the year; performance against this budget is monitored throughout the year. Each event organised sets a budget for income and costs. The treasurer and trustees review the financial performance of each event at their regular meetings. Notification of events is made to the local council where necessary in order to obtain proper and appropriate licenses. Adequate liability

insurance is maintained.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

1. To raise money for the Little Ealing Primary School in a manner that fosters engagement from children, teachers and parents to build and enhance the community spirit of the school.
2. To contribute towards improved facilities and equipment to improve the education, educational environment and social development of the children whilst supporting all the key stakeholders of the school.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

1. The main source of the public benefit is the ability of the charity to make grants to Little Ealing Primary School. Following quieter years during COVID the charity has chosen to build the financial reserves this year to develop a large project with school in the next few years.
2. The Trustees of the charity are fully aware of the importance of public benefit, and how fundraising activities undertaken allow the charity to make these donations to the school.
3. The charity continues to ensure that the fundraising events enhance the community spirit around the school. As well as the highly profitable events such as the Summer and Christmas Fairs, the charity holds numerous other events; discos aimed at the children; a summer leaving party for the older children; others like Comedy night, Quiz Night and Wreath Making aimed at the parents.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The school, individual teachers and the parent body can request grants. Trustees discuss and vote on the grants in the annual Finance meeting and these decisions are then communicated and implemented with the school. Teachers, parents and children.

Volunteers are involved at many stages of the fundraising. Volunteers are organised through the class representative network, and they provide the valuable resources that enable all the fundraising activities to take place. Their input is encouraged either informally via the Class Reps. Or through formal events such as the AGM and Parents Evenings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This year has been a better year for fund raising after the quieter times during the coronavirus epidemic. Whilst we didn't manage to hold the Christmas Fair, we did manage great events with great attendance in the summer.

All events continue to be profitable, and we continue to develop our work on ecommerce activities to reduce costs and expand our potential fundraising opportunities.

We are looking to build our reserves to deliver a significant project to develop the facilities of the school.

Section E

Financial review

Brief statement of the charity's policy on reserves

We maintain a £4000 reserve.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main source of funds is our calendar of fundraising events.

All our expenditure is either to support fundraising events, or in grants to the school.

Section F

Other optional information

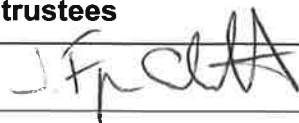
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

JAMIE FEREW CROCKETT

Position (eg Secretary, Chair, etc)

TREASURER

Date

27.06.2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Little Ealing Primary School PTFA

1031052

Receipts and payments accounts

CC16a

For the period
from

Period start date
01.09.2021


To

Period end date
31.08.2022

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					
	44,175	-	-	44,175	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	44,175	-	-	44,175	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,175	-	-	44,175	-
A3 Payments					
Cost of Fundraising	15,940	-	-	15,940	-
Payments to Other charities	-	-	-	-	-
Insurance	128	-	-	128	-
Grants To Little Ealing Primary School	1,680	-	-	1,680	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	17,748	-	-	17,748	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	17,748	-	-	17,748	-
Net of receipts/(payments)	26,427	-	-	26,427	-
A5 Transfers between funds		-	-	-	-
A6 Cash funds last year end	20,618	-	-	20,618	-
Cash funds this year end	47,045	-	-	47,045	-

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	Cash	3,355	-	-
	Bank	38,111	-	-
	Savings	5,579	-	-
	Total cash funds	47,045	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			JAMIE FEREW CROCKETT	27.06.2023



Section A

Independent Examiner's Report

Report to the trustees

Charity Name **Little Ealing Primary School PTFA**

On accounts for the year
ended

31.08.2021

Charity no
(if any)

1031052

Set out on pages

2

(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 **31/08/2021**.

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 (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:

27/06/2023

Name:

Peter Elson

Relevant professional
qualification(s) or body

ACA - ICAEW

(if any):

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Address:

17 Venetia road

Ealing

W5 4JD

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.

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