



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 01/08/2022    **Period start date**    **To** 31/07/2023    **Period end date**

**Charity name:** Reigate Priory School Families and Staff Association

**Charity registration number:** 1040895

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objective of the Association is to advance the education of pupils in the school in particular by:</p> <p>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 advance the education of the pupils. 2.3 Fundraising for and/ or sourcing of specified deliverables and items that enhance the baseline offering of the school and parental contribution fund, for items which are requested specifically in advance by the school and governors.</p>
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>The FSA exists to facilitate friendships among our parents, carers and families; it generates a sense of community to make school life easier, more social and fun, and raises funds along the way that really benefits our children's school experience.</p> <p>The main activities undertaken usually include:</p> <ul style="list-style-type: none"><li>• Raffles (2 to 3 of)</li><li>• Film nights (throughout the year)</li><li>• Summer Festival (June-July)</li><li>• Quiz night (March)</li><li>• Christmas Event (December)</li><li>• Firework Display Event (October)</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit.</p>

**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
Contribution made by volunteers	Para 1.38	Most volunteers contribute their time to help to run FSA activities. Volunteers also donate items to be sold or raffled, with all profits going to the FSA.
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	The funds raised are distributed back to the school for specific items by approval of the FSA at the general meetings. The school is required to propose items for funding. Members of the FSA can also table suggestions for spend. This is discussed at the general meetings and either agreed or amended. All decisions require a majority vote and are recorded in meeting minutes.

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The FSA has been able to contribute towards regular commitments such as minibus payments activities as well as making a significant contribution towards library equipment.
Performance of fundraising activities against objectives set	Para 1.41	Performance was in excess of the requirements of Reigate Priory School for the year though this fund is expected to be required for projects planned for the coming year.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The FSA's financial position was sound at the end of the financial year
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Expenditure is managed so as to maintain a positive cash flow. The minimum set level is £5000 to cover the next event costs. Additional funds above £5000 reflect donatable funds for the school, pending the schools request for donation by periodic invoice.
Amount of reserves held	Para 1.22	£16994.19
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	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>The charity is constituted as a Parent Teacher Association.</b>
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><b>The headteacher of Reigate Priory Junior School is ex officio a trustee of the Reigate Priory School FSA.</b></p> <p><b>The chair of the Reigate Priory School FSA is ex officio a trustee of the Reigate Priory School FSA. The chairman is elected at the annual general meeting of the FSA.</b></p> <p><b>The Treasurer of the Reigate Priory School FSA is ex officio a trustee of the Reigate Priory School FSA. The treasurer is elected at the annual general meeting of the FSA.</b></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	Reigate Priory School Families & Staff Association
Other name the charity uses	Reigate Priory School FSA
Registered charity number	1040895
Charity's principal address	c/o Reigate Priory Junior School
	Bell Street Reigate RH2 7RL

## 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	Oliver Moses	(Head of School)		
2	Rebecca Bailey	Chair of Reigate Priory School FSA		
3	Jason Young	Treasurer or Reigate School FSA		
4				
5				
6				
7				
8				
9				
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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		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## 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

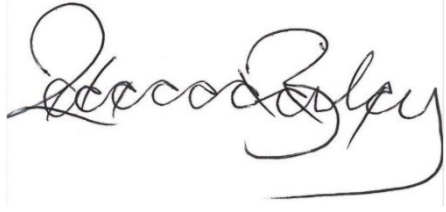
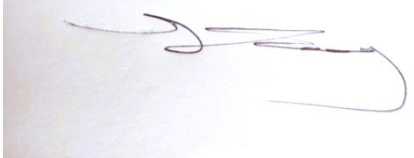
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Rebecca Bailey

Jason Young

Position (eg Secretary,  
Chair, etc)

FSA Co-Chair

FSA Treasurer

Date

30/5/24



**FSA Fundraising Summary**  
2022/23

YTD	Income	Outgoing	Profit/Loss
Fireworks	£ 16,695.12	£ 11,887.32	£ 4,807.80
Movie Nights	£ 3,770.21	£ 1,049.80	£ 2,720.41
Christmas	£ 6,967.45	£ 3,683.23	£ 3,284.22
Soiree	£ 5,037.90	£ 3,452.45	£ 1,585.45
Priory Rocks	£ 14,761.61	£ 7,262.96	£ 7,498.65
Old Raffles	£ 2,997.90	£ -	£ 2,997.90
Other Fundraising & Donations	£ 771.11		£ 771.11
Uniform Sales	£ 1,352.92	£ 44.67	£ 1,308.25
Miscellaneous	£ 1,356.22	£ 2,475.02	£ (1,118.80)
Quiz	£ -	£ 20.44	£ (20.44)
Sponsorship	£ 300.00		£ 300.00
TBD	£ -	£ -	£ -
	<b>£ 54,010.44</b>	<b>£ 29,875.89</b>	<b>£ 24,134.55</b>

**Donations & Priory Experience**

	£ 22,628.16	
Profit YTD		<b>£ 1,506.39</b>

Year Opening Balance	£ 14,487.40	
HSBC Income v Outgoings	<u>£ 53,558.73</u>	<u>£ 52,051.94</u>
+ Opening Balance	<u>£ 68,046.13</u>	<u>£ 52,051.94</u>
V1) Balance Summary	<u>£ 15,994.19</u>	
V2) Opening Balance + Running Balance	<u>£ 15,994.19</u>	discrepancy>>> £ -
<b>Bank Online Balance</b>	<b>27/7/2023 £ 15,994.19</b>	

Event floats / cash in hand £ 1,000.00

<b>FSA Running Total</b>	<b>£ 16,994.19</b>
FSA Reserve	<u>£ 5,000.00</u>
Disposable Funds	<u><b>£ 11,994.19</b></u>

Year end - Opening £ 1,506.79  
Profit YTD £ 1,506.39 discrepancy>>> £ 0.40

Cash in hand				
		keep for float	to be banked	
£50.00	£0.00	£0.00		£0.00
£20.00	£0.00	£0.00		£0.00
£10.00	£50.00	£50.00		£50.00
£5.00	£295.00	£295.00		£295.00
£2.00	£100.00	£100.00		£100.00
£1.00	£460.00	£460.00		£460.00
£0.50	£80.00	£80.00		£80.00
£0.20	£10.00	£10.00		£10.00
£0.10	£5.00	£5.00		£5.00
£0.05				£0.00
£0.02				£0.00
£0.01				£0.00
	<b>£1,000.00</b>	<b>£1,000.00</b>	<b>£0.00</b>	<b>£1,000.00</b>

# Reigate Priory FSA Accounts

HSBC 01/08/22-31/07/23

Opening Balance 14487.4 £ 53,558.73 £ 52,051.94

Date	Description	Income	Expenditure
1/8/2022	Cash in @ HSBC Reigate	£ 350.00	
4/8/2022	total charges		£ 5.00
4/9/2022	total charges		£ 36.55
24/9/2022	PTA Events		£ 359.99
4/10/2022	J Young		£ 394.92
5/10/2022	total charges		£ 5.00
6/10/2022	J Westbury		£ 374.86
31/10/2022	Cauliflower Group	£ 591.50	
4/11/2022	St Johns Ambulance		£ 259.20
4/11/2022	total charges		£ 5.00
5/12/2022	total charges		23.48
3/1/2023	Parentkind (PTA)		140
4/1/2023	total charges		5
4/2/2023	total charges		8.16
6/3/2023	Cash in @ HSBC Reigate	£ 163.81	
7/3/2023	total charges		5
4/4/2023	total charges		6.06
5/5/2023	total charges		5
4/6/2023	total charges		5
8/6/2023	Orakel		504.71
28/6/2023	R Windle		93.6
5/7/2023	total charges		5
17/7/2023	J Young		243.49
24/7/2023	Cash in @ HSBC Reigate	£ 4,142.37	

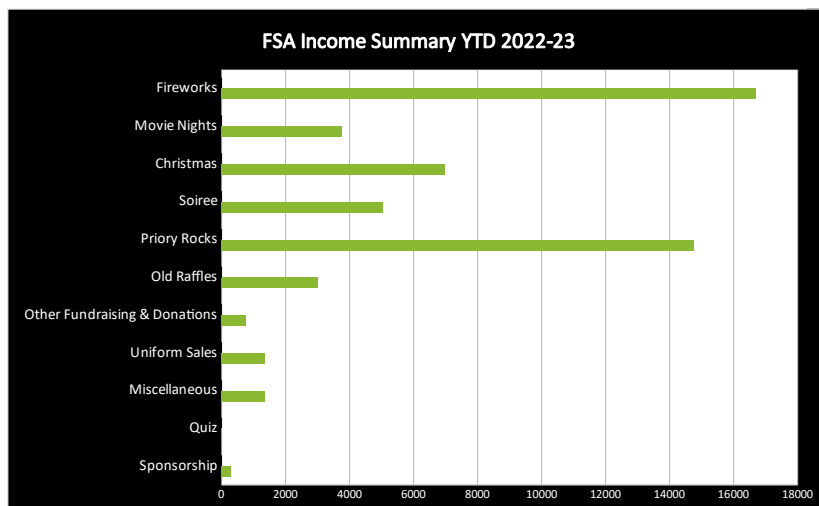


Code	I&E	Balance
misc	Income	£ 14,837.40
misc	Expenditure	£ 14,872.39
misc	Expenditure	£ 14,970.20
misc	Expenditure	£ 13,483.96
misc	Expenditure	£ 12,457.34
misc	Expenditure	£ 12,528.34
misc	Expenditure	£ 12,289.48
misc	Income	£ 16,678.04
misc	Expenditure	£ 16,051.34
misc	Expenditure	£ 16,006.34
misc	Expenditure	£ 19,720.67
misc	Expenditure	£ 18,138.39
misc	Expenditure	£ 18,133.39
misc	Expenditure	£ 19,682.80
misc	Income	£ 20,693.67
misc	Expenditure	£ 20,688.67
misc	Expenditure	£ 20,295.72
misc	Expenditure	£ 21,055.60
misc	Expenditure	£ 20,237.11
misc	Expenditure	£ 18,138.25
misc	Expenditure	£ 21,388.03
misc	Expenditure	£ 24,012.23
misc	Expenditure	£ 11,278.05
misc	Income	£ 15,160.42

Xmas cards 2021

£2152.2 Priory Rocks, soiree, movie nights, raffle



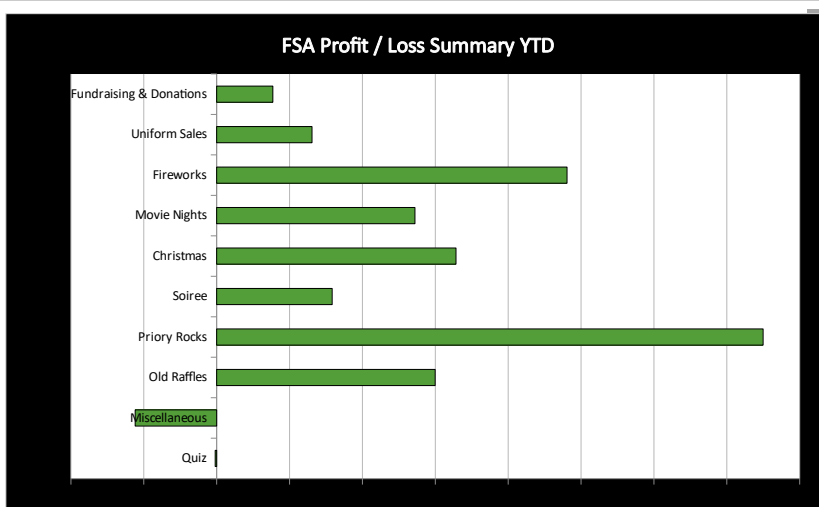


### Fundraising Summary 2022-2023

	Income	Outgoing
Opening Balance	£ 14,487.40	
BC Income v Outgoings	£ 53,558.73	£ 52,051.94
	£ 68,046.13	£ 52,051.94

Balance Summary	£ 15,994.19
Opening Balance + Running Balance	£ 15,994.19
<b>Bank Online Balance</b>	<b>£ 15,994.19</b>
27/7/2023 discrepancy>>>	£ -
floats / cash in hand	£ 1,000.00
<b>Running Total</b>	<b>£ 16,994.19</b>
Reserve	£ 5,000.00
<b>Disposable Funds</b>	<b>£ 11,994.19</b>



### Activity Profits YTD

Other Fundraising & Donations	£771.11
Uniform Sales	£1,308.25
Fireworks	£4,807.80
Movie Nights	£2,720.41
Christmas	£3,284.22
Soiree	£1,585.45
Priority Rocks	£7,498.65
Raffles	£2,997.90
Miscellaneous	£-1,118.80
Quiz	£-20.44
Sponsorship	£300.00
Other	£0.00
<b>Activities Profit</b>	<b>£ 24,134.55</b>

Carryover	£8,500	<b>1100</b> Classroom Setup <b>800</b> Art week <b>1500</b> Residential Trip Assistance <b>1000</b> Healthy Kidz food & equipment <b>600</b> Science equipment <b>1000</b> PE equipment <b>1000</b> Playground equipment <b>1500</b> Library equipment	Donated
Fireworks & Soiree	£5,511	<b>£5,000</b> Minibus payments <b>£300</b> Eschweiler BBQ Food	Illustrative spread of undonated fundraising based on wishlist
Film nights	£2,611	<b>£1,100</b> Classroom Setup <b>£800</b> Art Week <b>£650</b> Swimming	
Christmas	£3,120	<b>£1,750</b> Pupil Reading Records <b>£100</b> Yr 6 Hoodies <b>£600</b> Science equipment	
Priority Rocks	£6,731	<b>£3,750</b> Interactive Screens <b>£1,000</b> Healthy Kidz Food & Equipment <b>£1,500</b> Financial assistance for trips <b>£250</b> Yr 3 Water bottles <b>£300</b> Yr 6 BBQ	
Other fundraising	£6,658	<b>£4,000</b> Curriculum Exercise Books <b>£1,500</b> PE Equipment <b>£1,500</b> Playground Equipment	

Regular Expenditure	Planned	Actual
Classroom Setup	2200	1100
Art Week	1600	800
Financial Assistance for Residential Trips	3000	1500
Leavers Pens	900	£ 265.20
Year 3 Water Bottles	250	0
Eschweiler BBQ Food	300	0
Year 6 BBQ Food	300	0
Mini Bus Payments	5060	0
<b>Total</b>	<b>£13,610.00</b>	<b>£3,665.20</b>

Expenditure Requests	Planned	Actual
Smart Interactive TV Screens	3750	0
Healthy Kidz Food & Equipment	2000	1000
Pupil Reading Records	1750	0
Swimming	650	0
Science Equipment	1200	600
PE Equipment	2500	1000
Playground Equipment	2500	1000
Curriculum Exercise Books	4000	0
Library Electronic System	1500	1500
<b>Total</b>	<b>£19,850.00</b>	<b>£5,100.00</b>

Additional Expenditure	Planned	Actual
Year 6 Hoodies	100	0
<b>Total</b>	<b>£100.00</b>	<b>£0.00</b>

<b>Expenditure Plan Total</b>	<b>£ 33,560.00</b>
<b>Expenditure Plan Spent Total</b>	<b>£ 8,765.20</b>

<b>Remaining Expenditure</b>	<b>£ 24,794.80</b>
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**Keywords:** bereavement; grief; loss; mourning

## Film Night

Payee	Reason	Ref / Invoice
Film Night Sep		20/7/2023
V Bamforth	Tuck & drinks	expenses
K Kennedy	fruit & raffle prize	expenses
Film Night Nov	cancelled	20/7/2023
Film Night Mar	cancelled	20/7/2023
Film Night May	cancelled	20/7/2023
MPLC	licence	606793
new March Movie night Yrs3&4		20/7/2023
V Bamforth	Tuck & drinks	expenses
new Apr Movie night Yrs5&6		20/7/2023
new Apr Movie night Yrs5&6	Square	
V Bamforth	Tuck & drinks	expenses

-£

18.28

**Total:**

**Cash Profit**

**Profit:**

**Loss**

Sept

March

April



Income	Expenditure	Notes		
£ 1,319.04	£ 79.27	£ 843.28		
	£ 375.79			
	£ 20.70			
	£ 18.28	stripe fees		
£ 1.50	£ 3.07	stripe fees		
£ 1.50	£ 4.05	stripe fees		
	£ 101.85			
£ 507.11	£ 29.90	£ 313.61		
	£ 163.60			
£ 520.08	£ 31.17	£ 268.75		
£ 1.96				
	£ 222.12			

£ 2,351.19	£ 1,049.80
<u>£1,419.02</u>	
<u><u>£2,720.41</u></u>	
<u><u>£ -</u></u>	

£ 1,319.04	£ 475.76	<u>£ 843.28</u>
£ 507.11	£ 193.50	<u>£ 313.61</u>
£ 522.04	£ 253.29	<u><u>£ 268.75</u></u>

Record

Y  
Y  
  
  
Y  
  
Y  
  
  
Y

Floats		
	£20.00	£0.00
	£10.00	£0.00
	£5.00	£150.00
	£2.00	£20.00
	£1.00	£100.00
	£0.50	£50.00
	£0.20	£0.00
	£0.10	£0.00
	£0.05	£0.00
	£0.02	£0.00
	£0.01	£0.00
	£320.00	

Sept film nigh

Float
£50.00
£20.00
£20.00
£10.00
£100.00
£74

t	March Film Night		May Film Night			
Float In	Float Out	Float In	Float Out	Float In	Float Out	Float In
£20.00		£20.00		£20.00		
£140.00		£50.00		£50.00		
£155.00	£50.00	£45.00	£50.00	£105.00		
£110.00		£38.00		£54.00		
£347.00	£40.00	£214.00	£40.00	£186.00		
£56.50	£20.00	£36.50	£20.00	£38.00		
£12.40		£9.80		£14.40		
£4.80		£4.30		£4.10		
£1.70		£1.05		£1.30		
£0.08		£0.00		£0.04		
£0.04		£0.00		£0.01		
£847.52	£110.00	£418.65	£110.00	£472.85	£0.00	£0.00
7.52	£308.65		£362.85		£0.00	

**CASH Profit**  
£1,419.02

<i>Float</i>	<i>Float In</i>	<i>Float</i>	<i>Float In</i>		
					£20.00
					£10.00
					£5.00
					£2.00
					£1.00
					£0.50
					£0.20
					£0.10
					£0.05
					£0.02
					£0.01
£0.00	£0.00	£0.00	£0.00		
£0.00		£0.00			

£60.00	1000
£240.00	1660
£305.00	380
£202.00	196
£747.00	345
£131.00	98.5
£36.60	45.2
£13.20	17.3
£4.05	11.6
£0.12	10.42
£0.05	0.4
£1,739.02	£3,764.42
	-£2,025.40

## Christmas Campaign & FSALE

Payee	Reason	Ref / Invoice	Income	Expenditure
Reigate Flower Hut	Wreath works	1091		£ 250.00
L Donellan	Expenses	expenses		£ 60.00
Stripe	Tree Sales	20/7/2023	£ 1,798.02	£ 56.02
Stripe	Wreaths	20/7/2023	£ 494.87	£ 14.87
Stripe	Wreath works	20/7/2023	£ 320.52	£ 9.91
Ian Milward	Trees	9172		£ 1,456.50
Reigate Flower Hut		1093		£ 400.00
Raffall			£ 1,269.00	
Total:			£ 3,882.41	£ 2,247.30

Profit:

£ 1,635.11

Loss

£ -

## Christmas Panto

Payee	Reason	Ref / Invoice	Income	Expenditure
Don Brown	Performance	CGS579		£ 300.00
Don Brown	Performance	CGS579		£ 650.00
Stripe	Tickets	20/7/2023	£ 2,273.29	£ 83.29
L Turner	Expenses	expenses		£ 392.64
Square			£ 291.75	
J Young	Expenses	expenses		£ 10.00

Total:

£ 2,565.04 £ 1,435.93

Cash Profit

£520.00

Profit:

£ 1,649.11

Loss

£ -

Total:

£ 6,967.45 £ 3,683.23

Profit:

£ 3,284.22

Loss

£	-
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Notes	Record	Record
Teachers gifts		Y
stripe fees		Y
stripe fees		
stripe fees		
		Y
		Y

Notes	
Cats Grin Theatre Company	Y
pending £650 by 7 days after event)	Y
fees	
Tuck & Bar items, inc licence	Y
Tuck & Bar	
<b>tablet chip fees - see folder JY</b>	Y



Floats for Beer Sale		
	<i>Float Out</i>	<i>Float In</i>
£20.00		
£10.00		
£5.00		
£2.00		
£1.00		
£0.50		
£0.20		
£0.10		
£0.05		
£0.02		
£0.01		
	£0.00	£0.00
	£0.00	

Floats for Beer Sale		
	<i>Float Out</i>	<i>Float In</i>
£20.00		£300.00
£10.00	<i>£100.00</i>	£360.00
£5.00	<i>£100.00</i>	£85.00
£2.00		£4.00
£1.00	<i>£120.00</i>	£73.00
£0.50		£14.50
£0.20		£2.80
£0.10		£0.60
£0.05		£0.10
£0.02		
£0.01		
	£320.00	£840.00
	£520.00	

## Film Night

Payee	Reason
stripe	ticket sales
Majestic Wine	bar
Sweetpea toilets	
L Donellan	
Raffle	
H Wilson	£100 printing Expenses ref email Hannah - 1 x £10book bought
Square	Bar, Entrance combined
J Westbury	Feast & Frolic Food boxes
	Morrisons - Drinks
	Amazon - drinks
R smith	
C Simmonds	
J Gibb	
M Sigee	
C Kelly	Band

Ref / Invoice	Income	Expenditure	Notes
20/7/2023	£ 1,536.48	£ 53.48	final
68/88048877	£ 428.00	£ 1,459.49	income was refunded returns 21/6/23
177357		£ 300.00	
Expenses		£ 312.84	various
	£ 1,501.90		
email		£ 100.00	Note: Paid in cash so no expenses form
	£ 1,460.82		
		£ 555.00	
		£ 178.67	
Expenses		£ 92.97	
		£ 80.00	
		£ 80.00	
		£ 80.00	
		£ 80.00	
email		£ 80.00	

Total: £ 4,927.20 £ 3,452.45

Cash Profit £110.70

Profit: £ 1,585.45

Loss £ -



Floats	
£20.00	£0.00
£10.00	£50.00
£5.00	£50.00
£2.00	£20.00
£1.00	£40.00
£0.50	£10.00
£0.20	£0.00
£0.10	£0.00
£0.05	£0.00
£0.02	£0.00
£0.01	£0.00
£170.00	

Bar		Raffle
Float Out	Float In	Float Out
	£80.00	£0.00
£50.00	£90.00	£0.00
£50.00	£40.00	£0.00
£20.00	£20.00	£0.00
£40.00	£39.00	£0.00
£10.00	£11.00	£0.00
	£0.60	£0.00
	£0.10	£0.00
		£0.00
		£0.00
		£0.00
£170.00	£280.70	£0.00
£110.70		£1,500.00

<i>Float In</i>	<i>Float Out</i>	<i>Float In</i>	<i>Float Out</i>	<i>Float In</i>	<i>Float</i>	<i>Float In</i>
£220.00						
£1,010.00						
£70.00						
£28.00						
£163.00						
£5.50						
£2.80						
£0.90						
£1.70						
£1,501.90	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
01.90	£0.00		£0.00		£0.00	

<b>CASH Profit</b>
£1,612.60

<i>Float Out</i>	<i>Float In</i>	<i>Float</i>	<i>Float In</i>	<i>Float</i>	<i>Float In</i>	<i>Float</i>
£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
£0.00		£0.00		£0.00		£0.

	Spare	
<i>Float In</i>	<i>Float</i>	Float In
£0.00	£0.00	£0.00
.00	£0.00	



## P Rocks

Payee	Reason	Ref / Invoice
Vanilla Chinchilla	photobooth	4089
Ace Inflatables	inflatables	1868 email
Procreens Euroloos	popcorn & candyfloss toilets	3796 email 15/5/23 email 07/6/23 SD-29831-C
Purple Chilli	silent disco	
St Johns Ambulance	First Aid provision	SP23005180
Manor Farm Experience	Petting Zoo	316
L Peters	expenses	expenses
Stripe	Ticket sales	20/7/2023
Majestic	alcohol	68/99102398
L Rumbles (L Thomson)	refund	email
Avacado	Sound & stage equipment	811
Raffal	raffle	
Chalk Hills Bakery	rolls for BBQ	INV 104689
V Bamforth	expenses	expenses
V Ellis	face painter	email 21/5/23
Square	Bar	lager hogs back aperol cider prosecco wine glass soft drink prosecco bottle wine bottle water
	tokens	
	tickets	
	tuck	
	BBQ	burger hot dog v burger email expenses
Hampshire Ices		
T Barr	BAR AND BBQ	
V Buckley	BAR	expenses
G Waller	BBQ	expenses

--	--	--

Total:  
Cash Profit  
Profit:  
Loss

Income	Expenditure	Notes
	£ 150.00	deposit
	£ 449.00	paid
	£ 61.15	deposit
	£ 550.35	paid
	£ 384.00	full
	£ 480.00	full
£ 90.00	£ 180.00	delivery charges & refund for late collection
	£ 124.80	deposit
	£ 20.80	part payment
	£ 104.00	final payment
	£ 158.40	full
	£ 350.00	full
	£ 87.66	rock & face painting items
£ 7,332.43	£ 250.43	
	£ 1,543.70	<b>578.02 refund due - NOT RECEIVED BY YEAR END</b>
	£ 47.46	refund for double purchase at event
	£ 769.80	
£ 1,048.50	£ 180.00	
	£ 649.85	mainly tuck
	£ 105.00	increase due to extra time on day from £90
£ 1,032.00	£ 80.02	square fees
£ 285.00		
£ 260.00		
£ 225.00		
£ 192.00		
£ 164.00		
£ 108.00		
£ 90.00		
£ 64.00		
£ 13.00		
£ 883.00		
£ 245.00		
£ 2.00		
£ 296.00		
£ 208.00		
£ 16.00		
£ 55.66		15% takings
	£ 32.17	BBQ items
	£ 41.07	Bar items
	£ 365.00	BBQ meat
	£ 41.97	Bar items
	£ 56.33	BBq items

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£ 12,609.59    £ 7,262.96

£2,152.02

£ 7,498.65

£ -

Record

£ -

Y  
Y  
Y  
Y  
Y  
Y  
Y  
Y  
Y  
Y  
Y  
Y

Y  
Y  
Y

Y  
Y  
Y

Y  
Y  
Y  
Y  
Y

Gate & Miscellaneous	
Costs	£ -
Bar	
Costs	£ -
BBQ	
Costs	£ -
Tuck	
Costs	£ -

--	--

Popcorn & Candyfloss

Costs	£ -

Tin Can Alley

Costs	£ -

Face Painting

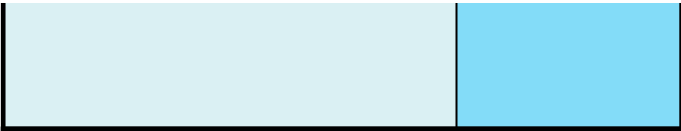
Costs	£ -

Photobooth

Costs	£ -

Soak a Teacher

Costs	£ -



£	-	£	-
		Profit	
Income	£	-	£
			-
		Profit	
Income	£	-	£
			-
		Profit	
Income	£	-	£
			-
		Profit	
Income	£	-	£
			-

Floats
£50.00
£20.00
£10.00
£5.00
£2.00
£1.00
£0.50
£0.20
£0.10
£0.05
£0.02
£0.01





		Total Profit
		£ -

	Gate		Tuck	
	Float Out	Float In	Float	Float In
£0.00				
£0.00		£720.00		£160.00
£130.00	£20.00	£540.00	£50.00	£220.00
£280.00	£20.00	£40.00	£30.00	£105.00
£120.00	£20.00	£40.00	£20.00	£18.00
£320.00	£40.00	£60.00	£60.00	£158.00
£0.00		£1.00		£6.50
£0.00		£3.60		£5.40
£0.00		£0.20		£0.70
£0.00		£0.20		£0.20
£0.00				
£0.00				
£850.00	£100.00	£1,405.00	£160.00	£673.80
	£1,305.00		£513.80	

TOKENS

total takings

actual Profit

£1,305.00	£513.80
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<b>CASH Profit</b>
£2,152.02

	Cash Profit		
Gate	£1,305.00		
Tuck	£513.80		
BBQ	£96.10	Token Takings	Effective Takings
Rock Painting	£8.00	118	£126
Spare	-£200.00	0	-£200
BBQ	£0.00	0	£0
Photo Booth	£35.02	0	£35
Face Painter	£5.00	268	£273
Bar	£368.00	19	£387

BBQ		Rock Painting		Soak a Teacher		Spare
Float Out	Float In	Float	Float In	Float Out	Float In	Float Out
	£40.00				£20.00	
	£20.00				£20.00	
	£20.00	£30.00	£35.00	£30.00	£40.00	£100.00
	£2.00	£20.00	£20.00			
	£13.00	£20.00	£23.00	£40.00	£23.00	£100.00
	£0.50			£40.00	£34.00	
	£0.40			£10.00	£10.40	
	£0.20			£10.00	£3.50	
					£0.20	
£0.00	£96.10	£70.00	£78.00	£130.00	£151.10	£200.00
£96.10		£8.00		£21.10		-£20
		118		110		
£96		£126		£131		-£2
£96.10		£8.00		£21.10		-£20

	BBQ		Photo Booth		Face Painter	
Float In	Float	Float In	Float	Float In	Float	Float In
£0.00				£5.00		
£0.00				£4.00 £21.00 £3.00 £1.00 £1.00  £0.02		£5.00
£0.00	£0.00	£0.00	£0.00	£35.02	£0.00	£5.00
0.00	£0.00		£35.02		£5.00	
					268	
0.00	£0		£35		£273	
0.00	£0.00		£35.02		£5.00	

Bar		Spare	
Float Out	Float In	Float	Float In
	£100.00		
	£200.00		
£60.00	£270.00		
£100.00	£45.00		
£60.00	£28.00		
£100.00	£44.00		
	£0.50		
	£0.40		
	£0.10		
£320.00	£688.00	£0.00	£0.00
£368.00		£0.00	
19			
£387			
£368.00		£0.00	

£50.00	£0.00	£100.00
£20.00	£0.00	£1,120.00
£10.00	£130.00	£1,050.00
£5.00	£280.00	£250.00
£2.00	£120.00	£112.00
£1.00	£320.00	£324.00
£0.50	£0.00	£11.50
£0.20	£0.00	£10.80
£0.10	£0.00	£2.20
£0.05	£0.00	£0.40
£0.02	£0.00	£0.02
£0.01	£0.00	£0.00
	£850.00	£2,980.92
		£2,130.92

## Sponsorship

[illegible]

**Total:**

£

**300.00**

£

—

—

## Profit

£

300.00

## Loss

£

—

Record

Y

## YEAR END

Y



## Old Raffles

[illegible]

ied funds on Raffall

ied funds on Raffall

### Amazon Income Quarterly

1st	16/8/2022	£	84.58	
2nd	15/11/2022	£	96.71	
3rd	31/1/2023	£	113.90	
4th	24/4/2023	£	48.79	
extra?	19/5/2023	£	192.86	bonus from Amazon following closing of Amazon fundraising scheme
Total		£	536.84	

Total Other Fundraising	£	771.11
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### Easy Fundraising Income Quarterly


1st	23/08/22	£	49.78
2nd	22/11/22	£	50.56
3rd	14/02/23	£	54.34
4th	15/5/2023	£	39.60
Total		£	194.28

### Other donations

Just Giving	01/08/22	£	29.23
Just Giving	09/08/22	£	10.76
Total		£	39.99

## Uniform Sales

	Reason		Income	Expenditure	Notes
8th July 22	Stripe	20/7/2023	£ 30.83	£ 1.83	
12th July 22	Stripe	20/7/2023	£ 6.46	£ 0.46	
Sep-22	Stripe	20/7/2023	£ 474.57	£ 27.39	
	H Baron	bags		£ 14.99	
25/01/23	Square		£ 74.67		
25/1/2023	Cash sales		£ 77.00		
19/4/2023	Square		£ 236.25		
19/4/2023	Cash sales		£ 61.90		
14/7/2023	Square		£ 239.24		
14/7/2023	Cash sales		£ 152.00		
Total:			£ 1,352.92	£ 44.67	
Profit:			£ 1,308.25		
Loss			£ -		



Y

## Miscellaneous

Payee	Reason	Ref / Invoice	Income	Expenditure	Notes
Cauliflower Group	Xmas Cards		£ 591.50		2021 Xmas ca
PTA Events	Subscription	120304		£ 359.99	
St J Ambulance	First Aid	SP22002823		£ 259.20	outdoor cinen
Total Charges	Account charges	04/08/22		£ 5.00	
Total Charges	Account charges	04/09/22		£ 36.55	
Total Charges	Account charges	5/10/2022		£ 5.00	
Total Charges	Account charges	4/11/2022		£ 5.00	
J Young	Expenses	tablets		£ 394.92	see folder JY
Total Charges	Account charges	5/12/2022		£ 23.48	
Total Charges	Account charges	4/1/2023		£ 5.00	
Parentkind	PTA Charge			£ 140.00	
HSBC	Jubilee challenge		£ 350.00		
HSBC	Jubilee challenge		£ 147.10		banked with p
Total Charges	Account charges	4/2/2023		£ 8.16	
HSBC	Jubilee challenge		£ 103.81		
Total Charges	Account charges	7/3/2023		£ 5.00	
Total Charges	Account charges	4/4/2023		£ 6.06	
HSBC	Jubilee challenge	6/3/2023	£ 163.81		
Total Charges	Account charges	5/5/2023		£ 5.00	
Total Charges	Account charges	4/6/2023		£ 5.00	
Orakel	Tokens	1420230627		£ 504.71	Tokens to red
J Young	gass bottles	Expenses		£ 110.99	see folder JY
	TENS licence			£ 40.00	see folder JY
	lotteries licence			£ 21.00	see folder JY
	network charges			£ 30.00	see folder JY
	cash tins			£ 31.50	see folder JY
J Westbury	Expenses			£ 374.86	Yr3 Social eve
Total Charges	Account charges	5/7/2023		£ 5.00	
R Windle	Expenses			£ 93.60	orakel
Total:			£ 1,356.22	£ 2,475.02	

Profit: £ -

Loss £ 1,118.80



£ 26,929.83    £ 1,117.36  
**£ 26,808.42    £ 1,002.90**  
 £ 121.41    £ 114.46

Income	Expenditure	Profit/loss
£764.72		

	Income	Outgoings
7/9/2022	£ 22.00	
8/9/2022	£ 10.00	
12/9/2022	£ 6.00	
13/9/2022	£ 754.96	
14/9/2022	£ 275.00	
15/9/2022	£ 1,930.93	
16/9/2022	£ 4,299.74	
20/9/2022	£ 568.97	
21/9/2022	£ 81.00	
22/9/2022	£ 35.00	
23/9/2022	£ 140.00	
26/9/2022	£ 37.00	
27/9/2022	£ 81.00	
28/9/2022	£ 29.00	
29/9/2022	£ 278.00	
30/9/2022	£ 33.00	
3/10/2022	£ 302.49	
4/10/2022	£ 76.00	
5/10/2022	£ 136.00	
6/10/2022	£ 1,712.00	
7/10/2022	£ 220.00	
10/10/2022	£ 346.00	
11/10/2022	£ 15.00	
12/10/2022	£ 10.00	
13/10/2022	£ 85.00	
14/10/2022	£ 265.00	
17/10/2022	£ 370.00	
18/10/2022	£ 6.00	
19/10/2022	£ 24.00	
20/10/2022	£ 24.00	
24/10/2022	£ 356.00	
25/10/2022	£ 174.00	
26/10/2022	£ 12.00	
27/10/2022	£ 54.00	
28/10/2022	£ 42.00	
1/11/2022	£ 24.00	
2/11/2022		£ 476.31
3/11/2022	£ 215.00	
4/11/2022	£ 138.00	
7/11/2022	£ 150.00	
8/11/2022	£ 171.00	
9/11/2022	£ 153.00	



10/11/2022	£	443.85	
11/11/2022	£	171.00	
14/11/2022	£	42.00	
15/11/2022	£	33.00	
16/11/2022	£	118.85	
17/11/2022	£	531.00	
18/11/2022	£	30.00	
21/11/2022	£	94.00	
22/11/2022	£	40.00	
23/11/2022	£	167.91	
24/11/2022	£	488.00	
25/11/2022	£	521.00	
28/11/2022	£	224.00	
29/11/2022	£	18.00	
30/11/2022	£	12.00	
1/12/2022	£	30.00	
5/12/2022	£	48.00	
8/12/2022	£	21.70	
9/12/2022	£	12.00	
13/12/2022	£	30.00	
14/12/2022	£	24.00	
19/1/2023	£	40.00	
23/1/2023	£	10.00	
25/1/2023	£	30.00	
26/1/2023	£	10.00	
2/2/2023	£	10.00	
6/2/2023			103.3
15/2/2023	£	226.02	
16/2/2023	£	140.00	
17/2/2023	£	5.00	
20/2/2023	£	5.00	
22/2/2023	£	75.00	
23/2/2023	£	120.00	
24/2/2023	£	5.00	
27/2/2023	£	15.00	
28/2/2023	£	35.00	
1/3/2023	£	110.00	
2/3/2023	£	115.00	
3/3/2023	£	5.00	
6/3/2023	£	40.00	
8/3/2023			371.77
9/3/2023			51.52
10/3/2023	£	10.00	
13/3/2023	£	50.00	
14/3/2023	£	65.00	
16/3/2023	£	5.00	

17/3/2023	£	5.00
22/3/2023	£	5.00
23/3/2023	£	25.00
24/3/2023	£	5.00
27/3/2023	£	5.00
28/3/2023	£	5.00
29/3/2023	£	5.00
31/3/2023	£	5.00
3/4/2023	£	10.00
4/4/2023	£	10.00
5/4/2023	£	15.00
6/4/2023	£	5.00
12/4/2023	£	5.00
14/4/2023	£	20.00
17/4/2023	£	10.00
19/4/2023	£	5.00
20/4/2023	£	90.00
21/4/2023	£	65.00
24/4/2023	£	35.00
25/4/2023	£	25.00
2/5/2023	£	315.00
3/5/2023	£	20.00
4/5/2023	£	80.00
5/5/2023	£	110.00
9/5/2023	£	55.00
10/5/2023	£	20.00
11/5/2023	£	80.00
12/5/2023	£	20.00
15/5/2023	£	282.00
16/5/2023	£	78.00
25/5/2023	£	75.00
1/6/2023	£	184.00
2/6/2023	£	49.00
8/6/2023	£	433.00
9/6/2023	£	72.00
12/6/2023	£	424.00
13/6/2023	£	161.00
14/6/2023	£	96.00
15/6/2023	£	456.00
16/6/2023	£	263.00
19/6/2023	£	113.00
20/6/2023	£	157.00
21/6/2023	£	162.00
22/6/2023	£	317.00
23/6/2023	£	267.00
26/6/2023	£	171.00

27/6/2023	£	101.00
28/6/2023	£	46.00
29/6/2023	£	1,795.00
30/6/2023	£	320.00
3/7/2023	£	419.00
4/7/2023	£	534.00
5/7/2023	£	890.00

Notes

film night refunds

## Quiz

Payee	Reason	Ref / Invoice	Income	Expenditure	Notes
stripe	online quiz	20/7/2023		£ 4.80	cancelled
stripe	governors quiz			£ 15.64	cancelled
Total:			£ -	£ 20.44	

Profit: £ -

Loss	£	20.44
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Reigate Priory - Charitable Expenses

	Reason	INV	Income	Expenditure	Notes	Record	Record
21/9/2022	Donation			£ 8,500.00	general wishlist		Y
Positive Media		195336		£ 265.20	yr6 gifts		Y
12/7/2023	Donation			£ 13,160.00	general wishlist		Y
Positive Media		195335		£ 507.96	yr6 gifts		Y
Robert & Edward	meat	204		£ 195.00	yr6 bbq		Y
Total:			£ -	£ 22,628.16			
Profit:			£ -				
Loss			£ 22,628.16				

# Reigate Priory Junior Revised School Wish List

## FSA EXPENDITURE Financial Year 2022/23

	Planned		2022/23 FSA FY	2023/24 FSA FY		Actual Spent
Regular Expenditure	Invoiced 09/22	23/24 School Plan	Anticipated May Inv	Anticipated Sept 23 Inv	Comments	2022/23 FSA FY
Classroom Setup	1100		1100	1100		1100
Art Week	800		800	800		800
Financial Assistance for Residential Trips	1500		1500	1500		1500
Leavers Pens			900			£ 265.20
Year 3 Water Bottles			250			
Eschweiler BBQ Food			300			
Year 6 BBQ Food			300			
Mini Bus Payments			5060			
<b>Total</b>	<b>£3,400.00</b>	<b>£13,610</b>	<b>£10,210.00</b>	<b>£3,400.00</b>		<b>£3,665.20</b>
<b>Requests</b>						
Smart Interactive TV Screens			3750			
Healthy Kidz Food & Equipment	1000		1000	1000		1000
Pupil Reading Records			1750			
Swimming			650			
Science Equipment	600		600	600		600
PE Equipment	1000		1500	1500		1000
Playground Equipment	1000		1500	1500		1000
Curriculum Exercise Books			4000			
Library Electronic System	1500					1500
<b>Total</b>	<b>£5,100.00</b>	<b>£19,850</b>	<b>£14,750.00</b>	<b>£4,600.00</b>		<b>£5,100.00</b>
<b>Additional</b>						
Year 6 Disco Photobooth						
Year 6 Hoodies			100	100		
School Disco						
<b>Total</b>	<b>£0.00</b>		<b>£100.00</b>	<b>£0.00</b>		<b>£0.00</b>
<b>GRAND TOTAL</b>	<b>£8,500.00</b>	<b>£33,560</b>	<b>£25,060.00</b>	<b>£8,000.00</b>		<b>£8,765.20</b>
	<b>£</b>	<b>33,560.00</b>				
Funds available for wishlist	<b>£ 11,994.19</b>				Balance	<b>£ 24,794.80</b>



Section A

Independent Examiner's Report

Report to the trustees/  
members of

REIGATE PRIORY SCHOOL FAMILIES & STAFF ASSOCIATION

On accounts for the year  
ended

31<sup>st</sup> July 2023

Charity no  
(if any)

1040895

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 / 07 / 2023.

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:

*JA Pickford*

Date:

30/05/2024

Name:

Jennifer Pickford

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

MICB PM.Dip

Address:

21 Glovers Road

Reigate

Surrey, RH2 7LA



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.**