



Trustees' Annual Report for the period									
From		Period start date			To		Period end date		
		01	09	2024			31	08	2025

Section A **Reference and administration details**

Charity name	Christ Church School Association (Lichfield)
Other names charity is known by	
Registered charity number (if any)	1042368
Charity's principal address	Christchurch Lane
	Lichfield
	Staffordshire
Postcode	WS13 8AY

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	Michelle Turner	Treasurer	Throughout	Members of charity (AGM)
2	Kimberley Fisher	Treasurer/ Essential Trustee	From 18 th Sept 2025	Members of charity (AGM)
3	Alisha Bartamus	Vice Chair/Trustee	VC until 18 th Sept 2025 Trustee from 18 th Sept 2025	Members of charity (AGM)
4	Stephanie Wyre	Secretary	From 18 th Sept 2025	Members of charity (AGM)
5	Helen Campbell	Chair	Until 18 th Sept 2025	Members of charity (AGM)
6	Rebecca Lawrence	Secretary	Until 18 th Sept 2025	Members of charity (AGM)
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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)

Section B

Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Constitution – Adopted on 26 th February 2024, based on the model constitution provided by Parentkind. Previous constitution was over thirty years old. The new constitution did not seek to change any of the goals of the charity or how the charity is run, it was purely to adopt the model constitution provided by ParentKind to ensure our constitution covered all common modern PTA/School Association practices and governance.
How the charity is constituted (eg. trust, association, company)	Association.
Trustee selection methods (eg. appointed by, elected by)	Voted at AGM meeting.

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.	As above, we adopted a new constitution in February 2024 based on the model constitution provided by Parentkind. This model constitution is approved and recognised by the Charity Commission. It covers all common modern PTA/School Association practices and governance. We hold an AGM every year, and whilst membership does not legally have to include members of school staff, the headteacher/co-headteachers attend a meeting quarterly to ensure school engagement. The School Association strives to work with a trustee model of a Chair, Vice Chair, Treasurer and Secretary. It is supported by approximately ten other volunteers who regularly attend meetings and support with events.
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Section C

Objectives and activities

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

The object of the School Association is to advance the education of pupils in the school in particular by:

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

The principal aim of the Christ Church School Association during the year was to raise funds for the development and establishment of a Forest School area for the benefit of the children within the school grounds.

In addition, the charity facilitated various fundraising activities (including preloved uniform and book sales) to financially support year group events and educational enrichment opportunities.

Summary of Main Activities Undertaken for the Public Benefit

Throughout the year, a variety of activities and events were organised to support the school community and raise funds for initiatives that benefit pupils, families, and the wider environment. These included:

- **Forest School Improvements** Work was carried out to enhance the school's Forest School, creating a more engaging outdoor learning space and promoting environmental awareness among pupils.
- **Preloved Sales** Regular sales of preloved uniform, books and fancy dress were held, helping families access affordable essentials while promoting sustainability and reducing waste.
- **Summer Fayre** A well-attended community event offering activities, stalls, and entertainment, raising funds for school projects and strengthening community engagement.
- **Reception Social** A welcoming social event for new Reception families, helping to build relationships, ease transition into school life, and foster a supportive school community.
- **Christmas Treats** Depending on Key Stage, pupils attended the local Christmas pantomime or watched a magician show. These were funded by the School Association.
- **Wonky Bars** In celebration of World Book Day, children took part in a fun Wonky Bar event which was in keeping with Roald Dahl's story of Charlie and the Chocolate Factory.
- **Sponsorship Event – "Wild 25"** A sponsored challenge encouraging physical activity and outdoor engagement, raising funds while promoting health and wellbeing.
- **Christmas Card and Tea Towel Fundraiser** Custom-designed Christmas cards and tea towels featuring pupils' artwork were produced and sold, generating funds and celebrating children's creativity.
- **Easter Egg Hunt** A fun and free inclusive event for pupils, supporting community spirit and providing an enjoyable seasonal activity.

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)

- **School Disco** A free social event for pupils that offered entertainment in a safe, supervised environment.

On becoming a trustee, all trustees read 'The Essential Trustee' document provided by the Charity Commission. This document references the guidance on public benefit. (The Essential Trustee is automatically sent out by email by the CC when the trustee is appointed. Public benefit is covered off in point 4 of here: [The essential trustee: what you need to know, what you need to do - GOV.UK](#))

Whilst trustees do not actively refer to the specific Charity Commission public benefit guidance, our trustees and members regularly refer to our recently updated constitution (Feb 2024) for clarity when deciding on whether fundraising events meet our purpose and whether expenditure fits within our objectives.

Going forward we will ensure new and existing trustees have re-read the public benefit guidance provided by the Charity Commission and that this is actively referenced within the meetings alongside the current practice of referring to the constitution.

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.

Within our fundraising efforts, we were fortunate to receive grants and donations from numerous local trusts and businesses. We secured this income through proactive engagement with the local community and by creating a clear message of our goals and objectives.

Many of our events required support from volunteers outside of our direct School Association membership. We were very fortunate to receive a lot of support from parents and carers, as well as from local businesses.

We ensured we publicly thanked donators of both monetary contributions and time, throughout our communication to the wider school community.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Main Achievement of the Year

The standout achievement of the year was the **completion of the school’s Forest School**, delivered in just **12 months** rather than the originally anticipated **three years**. This accelerated progress was made possible through dedicated fundraising, strong community support, and the commitment of volunteers.

With the area completed far ahead of schedule, the school was able to **begin facilitating lessons and outdoor learning activities** much earlier than expected, giving pupils immediate access to a rich, hands-on educational environment.

In addition, **groups of volunteers (parents, carers and local businesses) took part in Forest School Maintenance Days**, helping to maintain and care for the space. These sessions not only supported the long-term sustainability of the area but also strengthened community involvement and pride in the project.

Aside from the Forest School Project, we were immensely proud to continue with all of the **other financial commitments** which the School Association has traditionally funded. Notably, but not exclusively, these included fully funding Christmas Treats, Young Voices coaches, YR6 Leavers Hoodies and year group workshops. We also paid for sixteen iPads, visual timetables, and for every year group to participate in a Kindness Poetry workshop.

We also successfully held our **signature event; the Summer Fayre**, which raised a record amount of money, and we proudly hosted a free School Disco and a free Easter Egg Hunt which was a new event this year.

In addition to striving to run inclusive and often free events, we also sought to be proactive with **environmental matters** wherever possible. The Forest School is an obvious example of this, but our Preloved Sales are another real highlight which have grown from strength to strength. This year we sold over 2,860 preloved items, saving these items from landfill, which equates to almost six items for every child in our school.

Section E Financial review

Brief statement of the charity's policy on reserves

On 23rd January 2025, the School Association trustees and members discussed our approach on bank reserves. It was agreed to aim for approximately £6,000-£7,000.

Details of any funds materially in deficit

None recorded.

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.

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)

Signed by:


Full name(s)

2A9A3C112E254A9...
Helen Campbell

Signed by:



7281C94137D4405...

Michelle Turner

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

6/10/2026



Receipts and payments accounts

CC16a

For the period from	1-Sep-24	To	31-Aug-25
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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					
	34,257	-	-	34,257	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	34,257	-	-	34,257	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	34,257	-	-	34,257	-
A3 Payments					
	39,065	-	-	39,065	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	39,065	-	-	39,065	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	39,065	-	-	39,065	-
Net of receipts/(payments)	- 4,808	-	-	- 4,808	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,709	-	-	20,709	-
Cash funds this year end	15,900	-	-	15,900	-

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	Year end bank balance	15,900	-	-
		-	-	-
		-	-	-
	Total cash funds	15,900	-	-
	(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	
	Signed by: Michelle Turner 7291C94137D4405...	Michelle Turner	5/6/2026	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Christ Church School Association Lichfield

**On accounts for the year
ended**

31/08/2025

**Charity no
(if any)**

1042368

Set out on pages

1

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

**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:

Cole Harlow

Date:

06/06/2026

Name:

Cole Harlow, Harlow's Accountancy Limited

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

AAT

Address:

93 Brambling, Tamworth, Wilnecote, Staffs, B77 5PG

Section B

Disclosure

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