



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Henry Cavendish School – Parents Teachers and Friends Association

On accounts for the year
ended

30 September 2020

Charity no
(if any)

1045839

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 30/09/2020.

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:

Alanna Thompson

Date:

21 July 2021

Name:

Alanna Thompson

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

Address:

4 Althorp Road

London

SW17 7ED

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.



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 October 2019	To	30 September 2020

Section A Reference and administration details

Charity name Henry Cavendish Primary School PTFA

Other names charity is known by

Registered charity number (if any) 1045839

Charity's principal address Henry Cavendish Primary School

Hydethorpe Road

London

Postcode SW12 0JA

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	Jessica Bates	Co-Chair		Committee
2	Isadora Cruciol	Co-Chair		Committee
3	Cassie Wolfinger	Co-Chair		Committee
4	Jo MacAlesher	Co-Chair		Committee
5	Laura Ennis	Treasurer		Committee
6	Jess Williams	Communication		Committee
7	Jo Rolfe	Vice Chair		Committee
8	Hannah Ngoma	Vice Chair		Committee
9	Anna Martens	Vice Chair		Committee
10	Ruth Jacob	Secretary		Committee
11	Lee di Stasio	Secretary		Committee
12				
13				
14				
15				
16				
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)

Association

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

Elected by Members

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.

Section C Objectives and activities

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

To help advance the education, sociability and welfare of the children in 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)

To extend the relationship between staff, parents and others associated with the school.
To engage in activities which support the school and advance the education of the children who attend.
Provide and assist in the provision of facilities or items for education at the school (in addition to those provided by statutory funding) as the committee, in consultation with the staff and governing body agree.

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.

**Summary of the main
achievements of the charity
during the year**

See Accounts and AGM minutes dated 7 December 2020

Section E**Financial review**

Brief statement of the charity's policy on reserves

A reserve is maintained to cover the associations expected costs and committed spending over the forthcoming year, as if no fund raising were to be carried out. This is reviewed regularly.

Details of any funds materially in deficit

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.

See PTFA Accounts

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)

JESSICA BATES

LAURA ENNIS

Position (eg Secretary, Chair, etc)

Co-CHAIR

TREASURER

Date

20/7/21

Henry Cavendish PTFA Accounts Management Summary: 2019/20 v 2018/19				
	2019/20	2018/19	19/20 v 18/19	Commentary
Opening Balance: Lloyds Treasurers Account (1 Oct)	53,262	34,284	18,978	
PTFA Running costs	(432)	(739)	308	
Breakdown:				
Drinks unsold at events - held in stock		100	(100)	
Storage equipment	(65)		(65)	
Laminating machine	(203)		(203)	
Parentkind annual membership	(122)	(117)	(5)	
Badge making machine	-	(311)	311	
Work and play scrapstore	-	(410)	410	
Mufti day	-	42	(42)	
Plant pots	-	(28)	28	
Other peripherals	(42)	(15)	(27)	
	-	-	-	
	-	-	-	
Breakdown total	(432)	(739)	307	
Fundraising Events & Activities				
Floats	-	-	-	
Summer Fair	4,850	9,605	(4,755)	
Xmas Fair	8,383	9,183	(800)	
Comedy Night		2,988	(2,988)	
Bingo	593		593	
Mufti Days	1,823	3,254	(1,430)	
Streatham Family Day	(98)	4,264	(4,362)	
Xmas Cards	1,270	1,034	236	
Monthly Trader	819	1,470	(651)	
Gift Aid	3,167	2,665	501	
Xmas Trees	4,405	1,188	3,217	
Lucky Numbers	428	476	(48)	
Xmas Shopping Evening	1,799	1,077	722	
Easy Fundraising	1,364	908	456	
Streatham Quiz Night		2,268	(2,268)	
Amazon Smile	273	88	186	
Other fundraising	415	1,218	(803)	
Late summer shopping	(49)	1,793	(1,843)	
Total Fundraising Events & Activities	29,010	42,738	(11,886)	

Donations					
Payroll Giving	9,073	9,039	34		
Young's Brewery (for Summer Fair)		500	(500)		
Matched funding	676	500	176		
Total Donations	9,749	10,039	(466)		
Total Fundraising Events, Activities and Donations	38,758	52,777	(12,352)		
PTFA Funded Events and Items					
2017 AGM agreed expenditure *	-	(980)	980		
2018 AGM agreed expenditure *		(15,958)			
2019 AGM agreed expenditure *	(13,943)				
Year 6 School Journey	(5,193)	(4,233)	(960)		Charge in 2017/18 relates to 2016/17 and 2017/18
HC Team sports	-	-	-		Further charge of £1,580 received after year end
Eco fund use	-	-	-		Used to fund irrigated planters in KS1 playground
Year 4 School Journey	(1,029)	(950)	(79)		Charge in 2017/18 relates to 2016/17 and 2017/18
Christmas Entertainment & Slaff/Kids Xmas presents	(986)	(603)	(383)		
Speaker Days	-	(1,048)	1,048		
Year 6 Leavers Party	-	(889)	889		
School Day Trip Funding	-	(5,647)	5,647		
Hardship fund	-	-	-		
Sporting Equipment	-	(1,851)	1,851		
Plants for Streatham Playground	-	-	-		
Sports Day Ice Lollies	-	(1,974)	1,974		Reclassified from 'PTFA Running Costs'
Fab Fridays	-	(35)	35		
Running Club	(113)	(880)			
Black History Week	(798)		(798)		
Total PTFA Funded Events and Items	(22,061)	(35,047)	10,204		
* See breakdown on page 3					
Total Fundraising and Funded Events	16,697	17,730	(2,148)		
Funds remaining for Mrs Hardy present		298	(298)		
Mrs Prior trip	(262)	950	(1,212)		
Totals of non PTFA funds	(262)	1,248	(1,510)		
Closing Balance: Lloyds Treasurers Account (30 Sep)	69,698	53,262	16,830		

Henry Cavendish PTFA INSTANT ACCESS SAVER ACCOUNT			
	2019/20	2018/19	19/20 v 18/19
Opening Balance: Lloyds Instant Access Saver (1 Oct)	8,807	8,803	4
Interest earned	4	4	(0)
Closing Balance: Lloyds Instant Access Saver (30 Sep)	8,811	8,807	4
Total Holdings (Treasurers Accounts + Saver)	78,509	62,069	16,440

*** AGM Agreed Expenditure
Breakdown of Actual Spend**

	Agreed Funds	Actual Expenditure 2019/20	Agreed Funds Less Total Expenditure (incl prior yrs)	
2018 AGM Agreed Expenditure				
RI Science in schools workshop	1,500		1,500	
Activity tables and blue mats	560		560	
Shakespeare	1,200		1,200	
2018 Total	3,260		3,260	
2019 AGM Agreed Expenditure				
Coding Workshops	4,000		4,000	
Book Clubs	400		400	
Washing Machine, oven, dryer for Sireatham	1,000	1,086	(86)	
EYFS Phonics Books	6,000	1,998	4,002	
Mid Day supervisor (Approved until April)	5,000	2,744	2,256	
Forest School	7,500	2,863	4,637	
Art funds	2,500		2,500	
Childrens mental health workshop	1,700	1,710	(10)	
Nurture room	500	188	312	
French Website	300	600	(300)	
French resources	102		102	
Library books	1,000	664	336	
Playground equipment	2,750	1,023	1,727	
Woodfield Pavilion	1,536	915	621	
Football training equipment	150	152	(2)	
2019 Total	34,438	13,943	20,495	

Outstanding Commitments to carry on in 2020/21		
<i>This list details items that the PTFA have agreed to fund but they have either not yet been purchased or have not yet been recharged by the school</i>		Agreed Funds
Speaker Day Fund		
Annual Commitments		
Black History Week		1,500
Other annual commitments (Christmas presents, Year 6 & 4 journey, hardship fund, school trip fund, Year 6 leaving party)		5,300
Annual Commitments to HC Team Sports		
Running club		300
Annual visits to athletic track and coaching pre-sports day		1,800
Sporting experiences		6,000
Annual allowance for sporting equipment		1,000
Total Outstanding Commitments		36,395
Total Holdings at year end from Accounts (above)		78,509
Available Balance		42,113



PTFA AGM Monday 7th December 2020

N.B. This year's AGM was conducted over video conference due to the current coronavirus pandemic.

Attendees: Over 25 attendees including Cassie Wolfinger, Jess Bates, Laura Ennis, Lorna Burg, Matthew Apsley, Lee Di Stasio, Catherine Farror, John Wallace, Fari Gee, Cheryl Woodcock, David Young, Radha Berdous.

1. Welcome

Cassie Wolfinger welcomed all to the video conference AGM.

2. Resignations

Thanks were given to the resigning committee members, Jo MacAlesher, Ruth Jacob, Hannah Ngoma, Anna Marten.

3. Treasurer Report

Laura Ennis gave an overview of current finances, please see separate sheet attached.

Didn't raise as much money as usual due to fewer events. Raised £38,758 this year.

Spent £22,061 on washing machines, phonics books, and mid-day supervisors as agreed last year.

4. PTFA Spending Proposals.

Cassie Wolfinger shared proposals for spending. Committee have agreed to the schools spending proposals and deemed the spending valid. During this unprecedented COVID year and for this year only it was proposed to hand the remaining financial budget to the school to spend where needed.

Mr Apsley gave thanks to the PTFA for all of their work and explained to the meeting how some of that spending will be distributed.

This year's plans for playground improvements have been mostly put on hold. Balham site has had a table tennis table delivered, the Streatham site table is currently on hold. Plans for a sheltered area in Streatham site for quiet reading and also a shaded area for Streatham site are both currently on hold.

The main school spending proposals are on an EYFS extensive list of requirements for renewal of resources and also extra storage areas (sheds for £1000 + £3000 per site to re-equip the EYFS).

Lunchtimes need to be staggered so need additional mid-day supervisors. Library books (increase the ethnic diversity of the characters in the book corner books).

5. Vote

Cassie asked the meeting attendees to vote (with a raised hand icon or a raised hand on video) on spending proposals.

It was agreed to hand funding to the school with a majority vote, motion was carried.

6. AOB

Reassurance was given by the committee that ring-fenced spending was still reserved by the PTFA to commit to the usual financed events like black history month, sports day, year 6 school journey, hardship fund, Christmas presents, day trip funds, year 6 leaving party, running club etc. Also a new permanent commitment to fund £1000 p.a. for library books.

Year 6 trip letter will go out soon however we are awaiting assurance from the provider that in the event of cancellation we can receive a full refund. The school is currently litigating with the provider of the year 4 trip to receive a refund due to cancellation during the pandemic.

Every year group has put together an Amazon wish-list which goes out to all parents and carers who can choose to purchase them on behalf of the school.

The virtual used uniform sale is working well, however it is labour intensive due to having to be done online this year.

Mr Apsley would like to get a central list of class reps so any snow day cancellations can be filtered through to all parents.

Laura Ennis raised the issue of Easy Funding which is currently used by a handful of parents to provide extra funds for the PTFA through their normal online shopping activity. Jess Bates to send out link to Lorna Burg so it can be sent out to all via email or newsletter.

