



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Henry Cavendish PTFA

On accounts for the year
ended

30 September 2021

Charity no
(if any)

1045839

Set out on pages

(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 DD / MM / YYYY.

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

~~The charity's gross income exceeded £250,000 and I am qualified to
undertake the examination by being a qualified member of [insert name of
applicable listed body]]. Delete [] if not applicable.~~

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:

Mark Taylor

Date:

18/07/22

Name:

MARK TAYLOR

Relevant professional
qualification(s) or body

CHARTERED ACCOUNTANT (ICAEW)

(if any):

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Address:

15 VERONICA ROAD
LONDON
SW17 8QL

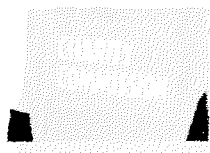
Section B

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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Trustees' Annual Report for the period

Period start date

Period end date

From

To

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	Cassia Wolfinger	Co-Chair		Committee
3	Laura Ennis	Treasurer		Committee
4				
5				
6				
7				
8				
9				
10				
11				
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

Constitution

How the charity is constituted

Association

Trustee selection methods

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.

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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.

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.

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)

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 4 November 2021

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

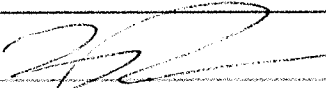

Other optional information

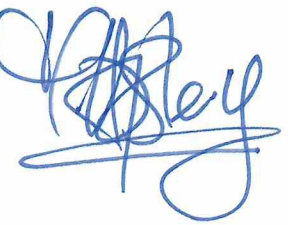
Section G

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	20/7/22	

Signed: 



PTFA
Henry Cavendish
Primary School

PTFA AGM Minutes Thursday 04 November 2021

Attendees: Jennifer Aries, Kayleigh Palmer, Jessica Bates, Isadora Cruciol, Cassie Wolfinger, Lee Di Stasio, Alice Libaudiere, Ruth Preston, Jo Kay, Anna Wateman, Melissa Jones, Laura Ennis, Georgia Headley, Aoife Harrison, Jen Chassels, Gemma Dunbar, Sarah Haspel, Matthew Apsley

1. Welcome

Jess Bates welcomed everyone and gave an overview of Henry Cavendish PTFA.

2. Committee:

2.1 Change to committee members

The new committee members were elected (see Appendix 1 for Resigning and New members)

2.2 Confirmation of class reps

Class reps were selected (see appendix 2)

3. Treasurer's report

See Henry Cavendish PTFA Accounts Management Summary 2022/21 vs 2021/20

Laura Ennis talked through highlights of the accounts.

Total balance at the start of the financial year	£69,698
Total of fundraising and donations during the year	£33,142
Total spent on funded events and other items	£49,592
Closing balance	£53,247
Total holdings	£62,059
Total outstanding commitments	£32,867
Total available	<u>£29,192</u>

The PTFA will supply a couple of little graphics to explain how to fundraise without any effort through the following levers: Amazon Smile and EasyFundraising.com

4. Funding proposals:

Parent suggestions:

Fuze, coding workshop: to be reinstated (more details in Appendix 3). Carried.

Staff Suggestions:

Music Equipment: £1,200. Carried.

Library Books: £500 per site. *N/A: already covered in committed budget.*

KS2 Book Club Books: £800. To increase diversity & representation in the school books. Carried.

School proposals:

Librarian cost (50%): £2,138.34. Carried

Mid-day Meal Supervisor: £13,667.04 to cover 1 staff at each site. Figure is deemed high, school to clarify figure; Carried for 50%.

Radio Station: £10,000 already spent on equipment. Carried for 50% conditional to the presentation by the school of a plan to enable all children across the school to contribute & experience the benefits of this investment (beyond the 2 groups of 10 children selected to run it), the opportunity for the recordings to be shared with parents / listened at another time than the scheduled broadcast time (Friday lunchtime), and a review plan over the coming year on the output, the impact and the engagement across the school.

Washing machine for swimming items: £309.98. Carried. School to confirm if this includes damage cover or not.

Tumble dryers x2 (Swimming and EYFS): £798. Carried. School to confirm if this includes damage cover or not.

Forest School: £2,000. Carried. There is £4,637 in the committed budget for Forest school already so the requested £2,000 will come from that budget line

EYFS HCS Playground project: £3,100. Carried. This is for structural work in the playground.

EYFS resource: £5,000 (both sites). Carried. This is for new small toys & equipment across both sites.

New carpets (EYFS and KS1): £5,000 (both sites). Carried.

Bouncy Castle: cost to be researched.

5. AOB

Reminders:

- All parents are part of the PTFA and welcome to join the committee or support the committee by taking on action/leadership of a particular event
- The PTFA committee aims to meet once a month; any query or discussion can be raised to the class rep who will pass on to the committee

Topics to be investigated and clarified:

- Assignment of vacant positions in the committee to new members
- Check with Ms Paige if she books the Sports Experience or if it's the PTFA's responsibility?
- How do we raise further funding for Mrs Prior's trips?

Calendar:

- The EYFS classes in Streatham are having a fundraiser event (Teddybear Picnic) on Friday 10th December 2021 to support the playground refurbishment; this is an opportunity for parents to meet as there would have been a similar opportunity in the 1st term before the pandemic; there will be a donation box there for one-off donations to complement the ticket sale.
 - o Question: should the Balham site host a similar event, including Year 1 classes?
- Tuesday 9th November: Inclusion Labs Presentation (6pm)
- Thursday 18th November: Bingo Night
- Thursday 24th November: Christmas Shopping & Drinks Night (Balham)
- Saturday 4th December: Christmas Fair (Balham)
- Friday 10th December: EYFS HCS Teddy Bear Picnic

Appendix 1: PTFA Committee

RESIGNING:

Balham Co-Chair	Cassie Wolfinger
Streatham Co-Chair	Jess Bates
Balham Vice-Chair	Hannah Ngoma
Streatham Vice-Chair	Anna Martens
Treasurer	Laura Ennis
Assistant Treasurer	<i>Vacant</i>
Balham Secretary	Ruth Jacob
Streatham Secretary	Lee Di Stasio
PTFA Communications	Jo MacAlesher
Balham Class Rep Coordinator	Jess Hayes
Streatham Class Rep Coordinator	Isadora Cruciol

NEW COMMITTEE

Balham Co-Chair	Anna Waterman
Balham Co-Chair	Melissa Jones
Streatham Co-Chair	Jennifer Arries
Streatham Co-Chair	Kayleigh Palmer
Balham Vice-Chair	<i>Vacant</i>
Balham Vice-Chair	<i>Vacant</i>
Streatham Vice-Chair	<i>Vacant</i>
Streatham Vice-Chair	<i>Vacant</i>
Treasurer	Laura Ennis
Assistant Treasurer	<i>Vacant</i>
Balham Secretary	<i>Vacant</i>
Streatham Secretary	Lee Di Stasio
PTFA Communications	<i>Vacant</i>
Balham Class Rep Coordinator	Jess Wills
Streatham Class Rep Coordinator	Isadora Cruciol

Raffle & Silent Auction Prizes Coordinator	<i>Vacant</i>
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Appendix 2: Class Reps 2021/2022

BALHAM

CLASS	TEACHER(S)	CLASS REP
Nursery - Conkers	Miss Philip/ Ms Diallo	Aura Kolnik Ilias Zikopoulos Helen Nicholson
Reception - Grasshoppers	Mrs Sutton/Ms Dale	Emma Hill Laura Taylor
Reception - Dragonflies	Miss Whitby	Melissa Jones Kelly Freeguard Liz Hayhurst
1Tr	Mr Tuxford	Joanne McAlesher Lucy Honey Lauren Pedlow
1S	Mr Sharp	Rachael McCooley Alana Perrin Sarah Batty
2M	Miss Mansbridge	Kate Young Xana Haley Shakeira Lawson
2C	Miss Chappel	Anna Waterman Sandra Flashman Aoife Harrison
3W	Miss White	Catherine Burke
3A	Mr Allen	Sophia Khan
4H	Mrs Healey	Jana Ulph
4D	Miss Downs	Gaby Moss Gemma Dunbar
5L	Miss Liddicoat	Kate Holloway Jane Francis
5RB	Mr Rutherford	Alana Perrin
6C	Miss Coulman	Helen Hallett
6K	Mr Kielty	Jenny Hemsley

STREATHAM

CLASS	TEACHER(S)	CLASS REP
Nursery - Saplings	Miss Kochi	Lou Hiller
Reception - Ladybirds	Mrs Mwila	Ruth Preston/Chiara
Reception - Butterflies	Miss Maher-McGraff	Alice Libaudiere
1T	Miss Texiera	Roseann Cerio
1L	Ms Lunn	Lee di Stacio
2P	Miss Page	Miranda Tann
2MD	Mrs Muhammad	Stephanie Vidal
3B	Miss Bowie	Kayleigh Palmer
3R	Miss Reilly	Jen Aries
4B	Miss Brazier	Isadora Cruciol
4W	Miss Whatley	Jana Nahodilova
5B	Mrs Buckle	Sarah Nicholson
5S	Mr Seljeflot	Debbie Myers
6CK	Miss Cook	Jess Bates
6RB	Miss Ray Brown	Julia Bellis

Appendix 3: Funding proposals

1. Fuze, coding workshop:

Proposed by: Jo Kay

Cost: £1,500

Site: Balham and Streatham

Year group: KS2

After the roaring success of the coding workshops started in 2018-19, the proposal is to re-instate these as they were previously run: bi-annual 1hr workshops run in the school by coding specialists Fuze.

Cost includes four 1-hr workshop (2 workshops per site) run twice a year plus an optional assembly about coding and optional teacher-only lesson.

Question: should this become a rolling annual commitment, to build the children's coding knowledge over time?

2. Music Equipment:

Proposed by: Mrs Low (staff)

Cost: £1,200

Site: Balham & Streatham.

Request for 20 new ukuleles and 10 new guitars, allowing older children to borrow old instruments to take home to practice.

3. Library Books:

Proposed by: Mr Laine (staff)

Cost: £1,000

Site: Balham & Streatham

To increase diversity & representation in the books on offer in the school library. There is an existing budget line for this in the committed budget so this is covered already.

4. KS2 Book Club Books:

Proposed by: Mr Laine (staff)

Cost: £800

Site: Balham & Streatham

5. Librarian cost:

Proposed by: Mr Apsley (school)

Cost: £2,138.34 (50% of actual)

Site: Balham & Streatham

6. EYFS Mid-day Meal Supervisor:

Proposed by: Mr Apsley (school)

Cost: £13,667.04

Site: to cover 1 staff at each site.

This is slightly out of the remit of the PTFA; it started last year due to Covid requirements and the staggering of meal times proved to create a much better experience at lunchtime for everyone, so the proposal is to retain this planning. The extra staff cost is to enable this.

7. Radio Station:

Proposed by: Mr Apsley

Cost: £10,000 already spent on equipment.

Site: Balham & Streatham

The school radio is an opportunity for children to demonstrate skills that complement the traditional academic skills. The equipment has been purchased already and fitted

on both sites. It improves the quality of loudspeaker messaging across both sites however it is not sufficient to support the requirement volume and reach for events such as the school fairs.

8. Washing machine for swimming items:

Proposed by: Mr Apsley

Cost: £309.98

Site: Balham

9. Tumble dryers x2 (Swimming and EYFS):

Proposed by: Mr Apsley

Cost: £798.

Site: Balham & Streatham

10. Forest School:

Proposed by: Mr Apsley

Cost: £2,000.

Site: Balham & Streatham

11. EYFS HCS Playground project:

Proposed by: Mr Apsley

Cost: £3,100

Site: Streatham

12. EYFS resource:

Proposed by: Mr Apsley

Cost: £5,000

Site: Balham & Streatham

13. New carpets (EYFS and KS1):

Proposed by: Mr Apsley

Cost: £5,000

Site: Balham & Streatham

14. Bouncy Castle:

Proposed by: the PTFA

Cost: To be investigated

Site: Balham

Henry Cavendish PTFA Accounts			
As at 30 September 2021 based on bank statements plus known receipts and expenses			
	IN	OUT	BALANCE
LLOYDS TREASURERS ACCOUNT opening balance (1/10/20)			69,698
PTFA Running costs	-	(123)	(123)
Fundraising Events & Activities			
	-	-	-
Xmas cards kids	7,164	(13)	7,152
Xmas Fair (Donations and Silent auction)	3,608	-	3,608
Xmas Trees	6,710	(9,721)	(3,011)
Xmas treasure hunt	1,353	-	1,353
Just Giving donations	793	-	793
Streatham Family Day	-	-	-
Comedy Night	-	-	-
Summer Fair	8,171	(317)	7,854
Euro Sweepstake	1,120	(162)	958
Payroll Giving & other parent donations	11,107		11,107
Mufti Day	-		-
Gift Aid	1,076		1,076
Monthly Trader	515		515
Easy Fundraising	1,275		1,275
Amazon Smile	378	-	378
Lucky Numbers	402	(170)	232
Other fundraising	295		295
Matched Funding	-		-
Total Fundraising Events, Activities and Running Costs	43,967	(10,506)	33,461
PTFA Funded Events and Items			
Christmas Entertainment & Staff/Kids Xmas presents		(20)	(20)
Year 6 School Journey	-	-	-
Year 4 School Journey	-	-	-
2020 AGM agreed expenditure	-	(49,844)	(49,844)
Year 6 Leavers Party	590	(590)	-
Black History Week	-	-	-
Sports Day and Ice Lollies	-	-	-
Fab Fridays	-	-	-
Sporting equipment	-	(48)	(48)
Running Club	-	-	-
School Day Trip Funding	-	-	-
Author Days	-	-	-
HC Team sports	-	-	-
Total PTFA Funded Events and Items	590	(50,502)	(49,912)
Funds raised for Mrs Hardy present	-		-
Funds raised for Mrs Prior trip		-	-
Totals of non PTFA funds	-	-	-
TOTALS	44,557	(61,008)	(16,451)
Balance			53,247

Henry Cavendish PTFA INSTANT ACCESS SAVER ACCOUNT			
	IN	OUT	BALANCE
LLOYDS INSTANT ACCESS SAVER ACCOUNT opening balance (1/10/20)			8,811
Interest earned	1		1
Balance			8,812

Total Holdings	62,059
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*** AGM Agreed Expenditure
Breakdown of Actual Spend**

	Agreed Funds	Actual Expenditure 2020/21	Agreed Funds Less Total Expenditure (Incl prior yrs)	
2019 AGM Agreed Expenditure				
EYFS Phonics books	4,002		4,002	
Forest School	4,637		4,637	
Art Funds	2,500		2,500	
2020 AGM Agreed Expenditure				
Funds agreed to spent however needed (re COVID)	50,000	49,572	428	
Total to Carry Forward to 21/22			11,567	

Outstanding Commitments to carry on in 2021/22

<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>			
Speaker Day Fund	1,000		
Annual Commitments			
Black History Week	1,500		
Library books	1,000		
Other annual commitments (Christmas presents, Year 6 & 4 journey, hardship fund)	8,300		
Annual Commitments to HC Team Sports			
Running club	500		
Annual visits to athletic track and coaching pre-sports day	2,000		
Sporting experiences	6,000		
Annual allowance for sporting equipment	1,000		
Total Annual Commitments	21,300		
Total Outstanding Commitments	32,867		
Total Holdings at year end from Accounts (above)	62,059		
Available Balance	29,192		

PTFA Funded Events and Items				
2019 AGM agreed expenditure *		(13,943)	13,943	
2020 AGM agreed expenditure *	(49,572)		(49,572)	
Year 6 School Journey	-	(5,193)	5,193	
HC Team sports	-			
Year 4 School Journey	-	(1,029)	1,029	
Christmas Entertainment & Staff/Kids Xmas presents	(20)	(986)	986	
Speaker Days	-			
Year 6 Leavers Party	-			
School Day Trip Funding	-			
Hardship fund	-			
Sporting Equipment	-	(113)	113	
Running Club	-			
Sports Day Ice Lollies	-			
Fab Fridays	-			
Black History Week	-	(798)	798	
Total PTFA Funded Events and Items	(49,592)	(22,062)	(27,530)	
* See breakdown on page 3				
Total Fundraising minus Funded Events	(16,451)	16,697	(32,352)	
Funds remaining for Mrs Hardy present	298	298		
Money spent for Mrs Prior trip		(262)		
Funds remaining for Mrs Prior trip	688	688		
Totals of Non PTFA Funds	986	986		
Closing Balance: Lloyds Treasurers Account (30 Sep)	53,247	69,697	(15,916)	

Henry Cavendish PTFA INSTANT ACCESS SAVER ACCOUNT			
	2020/21	2019/20	20/21 v 19/20
Opening Balance: Lloyds Instant Access Saver (1 Oct)	8,811	8,807	4
Interest earned	1	4	(3)
Closing Balance: Lloyds Instant Access Saver (30 Sep)	8,812	8,811	1
Total Holdings (Treasurers Accounts + Saver)	62,059	78,508	(16,449)

Henry Cavendish PTFA Accounts Management Summary: 2021/20 v 2020/19			
	2020/21	2019/20	20/21 v 19/20
Opening Balance: Lloyds Treasurers Account (1 Oct)			
	69,698	53,262	16,436
PTFA Running costs	(123)	(432)	309
<i>Breakdown:</i>			
Drinks unsold at events - held in stock			-
Storage equipment		(65)	65
Laminating machine		(203)	203
Parentkind annual membership	(123)	(122)	(1)
Other peripherals		(42)	42
<i>Breakdown total</i>	(123)	(432)	309
Fundraising Events & Activities			
Summer Fair	7,854	4,850	3,004
Xmas Fair	3,608	8,383	(4,776)
Streatham Family Day	-	(98)	98
Xmas Cards	3,262	1,270	1,992
Xmas Trees	559	4,405	(3,846)
Xmas Shopping Evening		1,799	(1,799)
Xmas Treasure hunt	1,353		1,353
Monthly Trader	515	819	(304)
Mufti Days	-	1,823	(1,823)
Gift Aid	1,076	3,167	(2,091)
Lucky Numbers	232	428	(196)
Easy Fundraising	1,275	1,364	(89)
Amazon Smile	378	273	105
Bingo		593	(593)
Late summer shopping		(49)	49
Euro Sweepstake	958		958
Just Giving Donations	793		793
Other fundraising	295	415	(120)
Total Fundraising Events & Activities	22,035	29,010	(6,856)
Donations			
Payroll Giving		9,073	2,034
Young's Brewery (for Summer Fair)	11,107		-
Matched funding		676	(676)
Total Donations	11,107	9,749	2,034
Total Fundraising Events, Activities and Donations	33,142	38,759	(4,822)