

# ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION

England & Wales · Charity number 1047494

## Details

---

**Other names** ALEXANDRA INFANT SCHOOL PARENT STAFF ASSOCIATION

**Status** Registered

**Legal form** Other

**Registered** 1995-06-23

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** Alexandra Primary School  
Alexandra Road  
Kingston Upon Thames  
Surrey  
KT2 6SE

**Phone** 07533665563

**Email** [psa@alexandra.school](mailto:psa@alexandra.school)

## Activities

---

**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS IN THE SCHOOL

**Activities:** Fundraising for Alexandra School; develop relationships between staff, parents and children to enhance school community

## Classification

---

- **How:** Makes Grants To Organisations
- **What:** Education/training
- **Who:** Children/young People

## Geography

---

- **Area of benefit:** THE SCHOOL
- Kingston Upon Thames

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£27,617	£17,190	-	-
2024-07-31	£28,665	£23,623	-	-
2023-07-31	£22,026	£14,828	-	-
2022-07-31	£20,245	£4,941	-	-
2021-07-31	£17,344	£11,827	-	-
2020-07-31	£20,074	£13,664	-	-

## Trustees

Name	Role	Appointed
<b>Dominic Thomas</b>	Chair	2025-09-01
Anum Saqib		2025-09-01
Oliver Taylor-Medhurst		2022-07-21

**ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION**

England & Wales - Charity number 1047494

---

# Accounts

---



## Trustees' Annual Report for the period

From 01/08/2024 Period start date

To 31/07/2025 Period end date

Charity name: ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION

Charity registration number: 1047494

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the Alexandra Infant School Parent Staff Association (PSA) is to advance the education of the pupils attending the school. This is achieved by: -Fostering closer relationships among staff, parents/guardians, governors, and others associated with the school. -Supporting the school through various activities that benefit the pupils' education. -Providing and assisting with educational resources and facilities not covered by statutory funds.
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	The PSA organises events and fundraising initiatives that provide additional educational opportunities and experiences for the children, such as trips, workshops, and the purchase of equipment. All activities are undertaken with the goal of enhancing the educational experience of pupils beyond the core curriculum.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit when planning and reviewing the PSA's activities.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## 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	<p>Over the past year, the PSA: Successfully organised several events, including seasonal fairs, bake sales, and raffles.</p> <p>Funded learning materials, playground equipment, and enrichment activities.</p> <p>Strengthened community engagement and enhanced the school environment through parent-staff collaboration.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity remains in a healthy financial position, with sufficient funds to support planned activities for the upcoming academic year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The PSA maintains a modest reserve to cover committed expenditures and ensure operational continuity. The exact amount is determined annually based on planned projects and risk assessments.
Amount of reserves held	Para 1.22	£3,000
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	Principal sources of income include event fundraising, donations, and sponsorships from the local community.
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	Constitution dated 27 April 2001 with an addendum approved on 27 June 2023.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The charity is an unincorporated association.
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	Officers and Committee members are elected annually at the Annual General Meeting. Additional members may be co-opted during the year as needed.

### 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	New committee members are briefed by existing members and provided with access to the constitution, role descriptions, and relevant documentation.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The PSA is led by a core committee consisting of a Chairperson, Treasurer, Communications Manager, and the school's Headteacher as Representative. It works closely with school staff and parents.
Relationship with any related parties	Para 1.51	The PSA works in direct collaboration with Alexandra Primary School staff and governing body to align activities with school priorities.
Other		

### Reference and Administrative details

Charity name	
Other name the charity uses	
Registered charity number	
Charity's principal address	

**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	Catherine West	Chair		
2	Olly Taylor-Medhurst	Treasurer		
3				
4				
5				
6				
7				
8				
9				
10				
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	N/A
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)

--

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

--


### Other optional information

--

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Olly Taylor-Medhurst	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	20/05/2026	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION 1047494

## Receipts and payments accounts

CC16a

For the period from	01/08/2024	To	31/07/2025
---------------------	------------	----	------------

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations	11,018	-	-	11,018	13,556
Other Trading Activities	16,398	-	-	16,398	15,109
Investments	201	-	-	201	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>27,617</b>	<b>-</b>	<b>-</b>	<b>27,617</b>	<b>28,665</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>27,617</b>	<b>-</b>	<b>-</b>	<b>27,617</b>	<b>28,665</b>
<b>A3 Payments</b>					
Raising Funds	4,807	-	-	4,807	4,562
Charitable Activities	12,383	-	-	12,383	19,061
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>17,190</b>	<b>-</b>	<b>-</b>	<b>17,190</b>	<b>23,623</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>17,190</b>	<b>-</b>	<b>-</b>	<b>17,190</b>	<b>23,623</b>
<b>Net of receipts/(payments)</b>	<b>10,427</b>	<b>-</b>	<b>-</b>	<b>10,427</b>	<b>5,042</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	57,749	-	-	57,749	52,707
<b>Cash funds this year end</b>	<b>68,176</b>	<b>-</b>	<b>-</b>	<b>68,176</b>	<b>57,749</b>

## 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 £
<b>B1 Cash funds</b>	Lloyds Bank Account	17,975	-	-
	Lloyds Bank Account - Savings	50,201	-	-
		-	-	-
	<b>Total cash funds</b>	<b>68,176</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	O Taylor-Medhurst	20/05/2026



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION

**On accounts for the year  
ended**

31/07/2025

**Charity no  
(if any)**

1047494

**Set out on pages**

1-2

*(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 / 07 / 2025**.

**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 (~~other than that disclosed below~~ \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

20/05/2026

**Name:**

William Brennan

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

Chartered institute of management accountants

**Address:**

Flat 3, 20A Coombe Lane

Raynes Park

SW20 8ND

Only complete if the examiner needs to highlight 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.**

**ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION**

England & Wales - Charity number 1047494

---

# Accounts

---



## Trustees' Annual Report for the period

From 01/08/2023 Period start date

To 31/07/2024 Period end date

**Charity name: ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION**

**Charity registration number: 1047494**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Summary of the purposes of the charity as set out in its governing document: The purpose of the Alexandra Infant School Parent Staff Association (PSA) is to advance the education of the pupils attending the school. This is achieved by: -Fostering closer relationships among staff, parents/guardians, governors, and others associated with the school. -Supporting the school through various activities that benefit the pupils' education. -Providing and assisting with educational resources and facilities not covered by statutory funds.
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	The PSA organises events and fundraising initiatives that provide additional educational opportunities and experiences for the children, such as trips, workshops, and the purchase of equipment. All activities are undertaken with the goal of enhancing the educational experience of pupils beyond the core curriculum.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit when planning and reviewing the PSA's activities.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## 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	<p>Over the past year, the PSA: Successfully organised several events, including seasonal fairs, bake sales, and raffles.</p> <p>Funded learning materials, playground equipment, and enrichment activities.</p> <p>Strengthened community engagement and enhanced the school environment through parent-staff collaboration.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity remains in a healthy financial position, with sufficient funds to support planned activities for the upcoming academic year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The PSA maintains a modest reserve to cover committed expenditures and ensure operational continuity. The exact amount is determined annually based on planned projects and risk assessments.
Amount of reserves held	Para 1.22	£3,000
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	Principal sources of income include event fundraising, donations, and sponsorships from the local community.
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	Constitution dated 27 April 2001 with an addendum approved on 27 June 2023.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The charity is an unincorporated association.
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	Officers and Committee members are elected annually at the Annual General Meeting. Additional members may be co-opted during the year as needed.

### 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	New committee members are briefed by existing members and provided with access to the constitution, role descriptions, and relevant documentation.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The PSA is led by a core committee consisting of a Chairperson, Treasurer, Communications Manager, and the school's Headteacher as Representative. It works closely with school staff and parents.
Relationship with any related parties	Para 1.51	The PSA works in direct collaboration with Alexandra Primary School staff and governing body to align activities with school priorities.
Other		

### Reference and Administrative details

Charity name	
Other name the charity uses	
Registered charity number	
Charity's principal address	

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Catherine West	Chair		
2	Olly Taylor-Medhurst	Treasurer		
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

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

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
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)

--

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

--


### Other optional information

--

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Olly Taylor-Medhurst	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	22/05/2025	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION

1047494

## Receipts and payments accounts

CC16a

For the period from	01/08/2023	To	31/07/2024
---------------------	------------	----	------------

### 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 £
<b>A1 Receipts</b>					
Donations	13,556	-	-	13,556	6,037
Other Trading Activities	15,109	-	-	15,109	15,989
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>28,665</b>	<b>-</b>	<b>-</b>	<b>28,665</b>	<b>22,026</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>28,665</b>	<b>-</b>	<b>-</b>	<b>28,665</b>	<b>22,026</b>
<b>A3 Payments</b>					
Raising Funds	4,562	-	-	4,562	3,024
Charitable Activities	19,061	-	-	19,061	11,804
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>23,623</b>	<b>-</b>	<b>-</b>	<b>23,623</b>	<b>14,828</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>23,623</b>	<b>-</b>	<b>-</b>	<b>23,623</b>	<b>14,828</b>
<b>Net of receipts/(payments)</b>	<b>5,042</b>	<b>-</b>	<b>-</b>	<b>5,042</b>	<b>7,198</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	52,707	-	-	52,707	45,509
<b>Cash funds this year end</b>	<b>57,749</b>	<b>-</b>	<b>-</b>	<b>57,749</b>	<b>52,707</b>

## 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 £
<b>B1 Cash funds</b>	Lloyds Bank Account	57,749	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>57,749</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

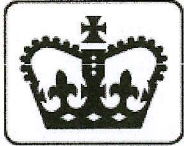
Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature 	Print Name O Taylor-Medhurst	Date of approval 07/05/2025
--	---------------------------------	--------------------------------



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
ALEXANDRA SCHOOL PARENT STAFF ASSOCIATION

**On accounts for the year  
ended**

31/07/2024

**Charity no  
(if any)**

1047494

**Set out on pages**

1-2

(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 / 07 / 2024**.

**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 (other than that disclosed below \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*WBrennan*

**Date:**

*22/05/25*

**Name:**

*William Brennan*

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

**Address:**

*Flat 3, 20A Coombe Lane  
Raynes Park  
SW20 8ND*

Only complete if the examiner needs to highlight 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.**

--	--