



Trustees' Annual Report for the period

From

Period start date

1 September 2023

Period end date

31 August 2024

To

Section A

Reference and administration details

Charity name

St James School Parent Teacher Association

Other names charity is known by

Registered charity number (if any)

1057497

Maybury Close

Petts Wood

Orpington

Postcode

BR5 1BL

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	Ayaka Ruggiero	Chair		
2	Jane Clark	Secretary		
3	Louise Harrington	Treasurer		
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)

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)	By election at the annual general 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.

Section C Objectives and activities

Summary of the objects of the

The charity exists to raise money for the wellbeing, education and benefit of the pupils of St James' RC Primary School in Petts Wood,

charity set out in its governing document

Kent. Specifically, the objects of the charity are to advance the education of the pupils of the school by providing and assisting in the provision of facilities for education at the school (not normally provided by the local education authority) and in furtherance of this object may: (a) foster more extended relationships between the staff, parents and others associated with the school, and (b) engage in activities which support the school and advance the education of the pupils attending it.

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)

This year continued in similar themes to prior years. Our main events were the Christmas Fair and tree sale and the Summer Fairs which raised £6,629.93 and £6,062.16 respectively. We also ran a number of family events including a theatre trip, family disco and summer ball which collectively raised £4,045.76 and smaller events within the school over the year which raised an additional £2,522.95. These numbers are all profit numbers.. In addition to the amounts received from raising activities, a total of £4,862.09 was received through matched funding programmes of parents' workplaces.

During the year the charity awarded grants for additional sports coaching and classroom allowances for the teachers. In addition, the charity gave £4,920 for new flooring, £2,770 for classroom painting, £1,275 to repair an outside gazebo floor, £1,309.93 for learning robots for the children, £423 for playground repair.

When making these decisions on awarding grants the trustees and the committee confirm that they have had complied with their duty to have regard to the guidance on public benefit published by the Charity Commission for England and Wales in exercising their powers and duties.

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.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The main achievements of the charity during the year were to provide funds to paint the classrooms, replace flooring, repair areas of the playground and provide learning robots, and offer additional funding towards the external sports coach to increase the number of sports classes for the children.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity operates on a receipts and payments basis without reference to a balance sheet. The association does not have any liabilities or financial commitments at the end of the year and so there is no requirement for reserves to be held.

Details of any funds materially in deficit

None

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

--

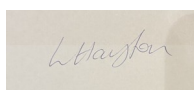
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Louise Harrington

Position (eg Secretary, Chair, etc)

Treasurer



Date 24/06/25



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
St James School Parent Teacher Association

No
10

Receipts and payments account

For the period from	Period start date 9/1/2023	To
---------------------	-------------------------------	----

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
Fundraising Events	38,768	-	-
Matched Funding	4,862	-	-
Donations	-	-	-
Bank Interest	46	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	43,675	-	-
table).			
	-	-	-
	-	-	-
Sub total	-	-	-
Total receipts	43,675	-	-
A3 Payments			
Fundraising Events	19,147	-	-
Gifts for School children	131	-	-
Subscription to PTA UK	153	-	-
School projects	31,599	-	-
Independent examiner	-	-	-
lottery licence	20	-	-
	-	-	-
	-	-	-
Sub total	51,049	-	-
A4 Asset and investment purchases, (see			
	-	-	-
	-	-	-
Sub total	-	-	-
Total payments	51,049	-	-
Net of receipts/(payments)	7,374	-	-
A5 Transfers between funds	-	-	-
A6 Cash funds last year end	42,507	-	-
Cash funds this year end	35,133	-	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Lloyds Current Account	31,458
	Lloyds Savings Account	3,675
		-
	Total cash funds	35,133
	(agree balances with receipts and payments account(s))	OK

	Details	Unrestricted funds to nearest £
B2 Other monetary assets		-
		-
		-
		-
		-
		-

	Details	Fund to which asset belongs
B3 Investment assets		

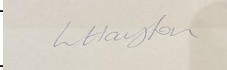
	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use		

	Details	Fund to which liability
B5 Liabilities		

Signed by one or two trustees on behalf of all the

Signature

Print N



Louise Hai

5 (if any) 157497	
its	CC16a
Period end date 8/31/2024	

Total funds to the nearest £	Last year to the nearest £
38,768	41,763
4,862	6,880
-	487
46	18
-	-
-	-
-	-
-	-
43,675	49,148
-	-
-	-
-	-
43,675	49,148
19,147	19,804
131	325
153	140
31,599	20,618
-	120
20	-
-	-
-	-
-	-
-	-
51,049	41,007
-	-
-	-
-	-
51,049	41,007
-	8,141
-	-
42,507	-
35,133	8,141



Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-

OK

OK

Restricted funds

Endowment funds

to nearest £	to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
-	
-	
-	
-	
-	

ame	Date of approval
rrington	30th June 2025



S
**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

St James School Parent Teacher Association

**On accounts for the year
ended**

31/8/24

**Charity no
(if any)**

1057497

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 31/8/2024.

**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 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:

Date:

29/6/25

Name:

Natasha Mirrington

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

ACA

Address:

16 West Way Petts Wood

BR5 1LW

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.