

SURBITON HIGH SCHOOL PARENTS' ASSOCIATION

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2022**

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Surbiton High School Parents' Association
Trustees Annual Report for the year ended 31 July 2022

Name	Surbiton High School Parents' Association ("SHSPA")
Charity registration no.	1058888
Principal office	c/o Surbiton High School 13-15 Surbiton Crescent Kingston upon Thames Surrey KT1 2JT
Governing document	The Association is governed by its Constitution which was adopted at an Extraordinary General Meeting of members held on 4th June 2015.
Constitution	Unincorporated association.
Trustees	The Trustees are the members of the SHSPA Committee, who are appointed by election of the members of the Association at the Annual General Meeting ("AGM"), or otherwise co-opted to the Committee and subsequently elected by members at the subsequent AGM.
Policy on reserves	There is no formal policy on reserves.
Public benefit statement	The trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.
Objectives and activities	<p>The object of the Association (the objects) is to advance the education of the pupils in the school, in particular by:</p> <ol style="list-style-type: none">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. <p>These objectives are achieved by meetings and discussions between parents and school staff, social events and other activities that are open to the school and, in some cases (e.g. school fairs) to the wider community.</p>
Achievements and performance	<p>During the year the Association fulfilled its objects by organising a number of events and other fundraising activities. Details of the events and the funds raised are explained in detail in the Chair's Report and the Treasurer's Report, which are presented separately to members in General and Executive meetings. These activities raised approximately £24,544 before general expenses (net) of £395, in addition to subscriptions £12,215 and these funds are available for distribution within the three schools as needs arise.</p> <p>During the year, the Association also facilitated 4 meetings between parents as well as 4 meetings between the Association and the staff. £34,614 was contributed to wish list items over the three parts of the school. In addition during the period the Association has agreed to contribute a further £3,517 of funds to additional identified wish list items.</p>

TRUSTEES

The trustees who held office during the period, and up to the date of this report, are as follows:

Chair	Karl Fisher (appointed 21 September 2021)
Treasurer	Richard Burge
Secretary	Netty Williams
	Dave Tresidder (resigned 28 September 2022)
	Devvya Sharama (appointed 21 September 2021)
	Fauzia Tobias
	Juliet Jones (resigned 21 September 2021)
	Kellie Williams (appointed 21 September 2021)
	Linda Marsh (resigned 21 September 2021)
	Sara Bramah (resigned 28 September 2022)
	Shanthini Shanamaguru (resigned 21 September 2021)
	Sophie Day
	Sowmya Venkataraman (resigned 28 September 2022)



Karl Fisher

Signed on behalf of the trustees on

Surbiton High School Parents' Association
Independent Examiner's Report to the Trustees

I report to the trustees on my examination of the accounts of Surbiton High School Parents' Association, Charity Number 1058888, for the year ended 31 July 2022

Respective responsibilities of the trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act;have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S. Merchant

Samantha Merchant

Surbiton High School Parents' Association
Receipts and payments for the year ended 31 July 2022

All amounts relate to unrestricted funds


All amounts relate to unrestricted funds		2021/22			2020/21		
	Note	Receipts	Payments	Net	Receipts	Payments	Net
		£	£	£	£	£	£
Events and Fundraising							
Christmas Event		5,994	1,481	4,513	9,139	4,050	5,089
Parents Camping	2	11,499	5,527	5,972	3,947	4,102	(155)
Nearly New Uniform		2,888	29	2,859	8,102	637	7,465
New Parents Evening	2	5,651	1,316	4,335	4,212	20	4,192
Parents Quiz Night		4,752	2,016	2,736			-
Prep Summer Disco		4,050	1,037	3,013			-
Pumpkin Carving		106		106	174		174
Disco 80s		1,010		1,010			-
Virtual Wine Tasting				-	3,141	1,921	1,220
Total Events and Fundraising		35,950	11,406	24,544	28,715	10,730	17,985
Subscriptions		12,215		12,215	12,200		12,200
Gift Aid claim		1,510		1,510	1,271		1,271
Bank Interest	6			6	7		7
Other income/expenditure			395	(395)		330	(330)
Subtotal		49,681	11,801	37,880	42,193	11,060	31,133
Wish List Purchases	3		34,614	(34,614)		37,886	(37,886)
PA equipment			43	(43)		263	(263)
Total receipts and payments		49,681	46,458	3,223	42,193	49,209	(7,016)
Opening Cash Funds				52,460			59,476
Cash Funds at Year End				55,683			52,460

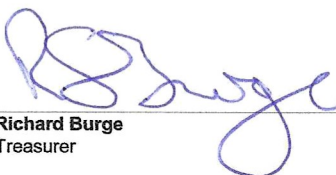
Surbiton High School Parents' Association
Statement of Assets and Liabilities at 31 July 2022

All amounts relate to unrestricted funds

	Note	2021/22	2020/21
		<u>£</u>	<u>£</u> (restated)
Cash Funds			
- Bank of Scotland		51,962	48,248
- Payment processing company		3,721	4,212
Total Cash Funds		<u>55,683</u>	<u>52,460</u>
Current Liabilities			
- Wish list items not yet paid for	3	3,517	-
Total Net Assets		<u>52,166</u>	<u>52,460</u>

These financial statements were approved by the trustees on


Karl Fisher
Chair


Richard Burge
Treasurer

Surbiton High School Parents' Association
Notes to the Accounts

All amounts relate to unrestricted funds

1 Receipts and Payments Accounting

As the Association's gross income is less than £250,000, accounts are prepared on the receipts and payments basis. This form of accounting purely reports the actual cash receipts and payments made in the reporting period.

2 Event Results

Due to the timing of payments and receipts, the accounting policy (Note 1) can provide a distorted picture of an event result.

Some events either have income received or expenses paid in a prior year or expenses that have not been paid. The impact of this on the reported result for certain events is as follows:

New Parents Evening

	2021/22	2020/21		Actual event surplus £	Income received in advance
	£	£			
September 2022 events	2,711				<u>2,711</u>
September 2021 events	1,624	4,212	-	<u>5,836</u>	
				-	
Net cash surplus reported	<u>4,335</u>	<u>4,212</u>	<u>-</u>		

Parents camping

	2021/22	2020/21		Actual event surplus (deficit) £
	£	£		
June 2022 event	5,972			<u>5,972</u>
June 2021 event		(155)		<u>(155)</u>
Net cash surplus (deficit) reported	<u>5,972</u>	<u>(155)</u>		

Surbiton High School Parents' Association
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3 Wish list Purchases

	Current year spend	Financial commitment approved for wish list items
	£	£
<u>Purchases agreed in earlier years</u>		
Camera and green screen	3,097	
 <u>Purchases agreed in current year</u>		
Royal Institute	2,880	
Spin bikes	20,000	
Shakespeare week	1,595	
Avenue Elmers playground	7,042	2,957
Yoga equipment		560
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	34,614	3,517
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