
CHARITY NO. 1058888

SURBITON HIGH SCHOOL PARENTS' ASSOCIATION

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2025**

INDEX	PAGE
Annual Report	1
Independent Examiner's Report	2
Statement of Receipts and Payments	3
Statement of Assets and Liabilities	4
Notes to the Accounts	5 & 6

**Surbiton High School Parents' Association
Trustees' Annual Report for the year ended 31 July 2026**

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 2018.
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 objectives of the Association (the objectives) are 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 objectives 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 and the Treasurer's Reports, which are presented separately to members at the AGM and in Executive meetings. These activities raised £32,870 before general expenses of £7,785 mainly relating to membership of Classnet. In addition the SHSPA received subscriptions of £14,004, other income of £4,036 and spent £1,233 on equipment. These funds are available for distribution within the three schools as needs arise.</p> <p>During the year, the Association also facilitated three meetings between parents as well as five meetings between the Association and staff. £45,226 was contributed to wish list items over the three parts of the school. In addition the Association agreed to pay £20,172 to additional identified but as yet unpaid 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
Treasurer	Alan Waterman
Co-Secretaries	Elizabeth Williams Claire-Louise Smith
Trustees	Kelly Powell Blanca Lorenzo-Perez Nishat Bhanwani Anna Harris Louise Enderby

Karl Fisher

Signed on behalf of the trustees on 30 September 2025

**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 2025

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 FCCA, DChA

2 Blackheath Grove
Womersley
Guildford
Surrey
GU5 0PU

30 September 2025

Surbiton High School Parents' Association
Receipts and payments for the year ended 31 July 2025

All amounts relate to unrestricted funds

		2024/25			2023/24		
	Note	Receipts	Payments	Net	Receipts	Payments	Net
		£	£	£	£	£	£
Events and Fundraising							
Christmas Fair	2	7,986	2,329	5,657	10,275	3,117	7,158
Parents' Camping		12,550	8,593	3,957	12,471	8,842	3,629
Nearly New Uniform sales		14,902	4	14,898	11,108	66	11,042
New Parents' Evening	2	524	1,693	(1,169)	2,392	663	1,729
Parents' Quiz Night		4,734	1,684	3,050	5,969	2,000	3,969
Pumpkin Carving			25	(25)	103	22	81
Fireworks Night	2	10,259	6,234	4,025	8,827	7,225	1,602
Prep Schools' Disco		2,636	886	1,750	3,013	927	2,086
Summer Festival		14,246	13,939	307			
Total Events and Fundraising		67,837	35,167	32,670	54,158	22,862	31,296
Subscriptions		14,004		14,004	13,819		13,819
Gift Aid recovery		1,827		1,827	2,432		2,432
Bank Interest		1,840		1,840	874		874
Other income/expenditure	5	371	7,765	(7,394)	1,448	7,882	(6,434)
Subtotal		85,879	42,932	42,947	72,731	30,744	41,987
Wish List Purchases	3		45,225	(45,225)		48,526	(46,526)
PA equipment	4		1,233	(1,233)		989	(989)
Total receipts and payments		85,879	89,390	(3,511)	72,731	78,259	(5,528)
Opening Cash Funds				74,627			80,155
Cash Funds at Year End				71,116			74,627


Surrey High School Parents' Association
Statement of Assets and Liabilities at 31 July 2025

All amounts relate to unrestricted funds

	Note	2024/25	2023/24
		£	£
Cash Funds			
- Bank of Scotland		48,118	48,517
- The Charity Bank Ltd.	6	28,000	25,000
- Payment processing company			110
Total Cash Funds		71,118	74,627
Current Liabilities			
- Wish List items not yet paid for	3	20,172	6,791
Total Net Assets		50,946	67,836

These financial statements were approved by the trustees on 30 September 2025


 Karl Fisher
 Chair


 Alan Waterman
 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 the result of an event.

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

	Christmas Event		New Parents' Evenings		Fireworks Night	
	2024/25	2023/24	2024/25	2023/24	2024/25	2023/24
	£	£	£	£	£	£
Surplus/(loss) on cash basis as reported in Statement of Receipts and Payments on page 3	5,657	7,158	(1,169)	1,729	4,025	1,802
Add Cash received in previous year	895	395	110	1,365		
Expenses incurred for following year					840	795
	<u>6,552</u>	<u>7,553</u>	<u>(1,059)</u>	<u>3,094</u>	<u>4,865</u>	<u>2,597</u>
Less Cash received for following year	125	895		110		
Expenses incurred in previous year		240			795	750
	<u>6,427</u>	<u>6,418</u>	<u>(1,059)</u>	<u>2,984</u>	<u>4,070</u>	<u>1,847</u>

The adjusted result for the New Parents' Evenings can be broken down further as follows:

Re: 2024/25 intake, held September, 2024	363
Re: 2025/26 intake, held June 2025	<u>(1,422)</u>
Adjusted result	<u>(1,059)</u>

3 Wish List Purchases

	Current year spend	Financial commitment approved but not yet paid
	£	£
<u>Purchases agreed in earlier years</u>		
Forest School equipment	4,525	
Royal Institute lectures	2,534	
Quiet Room equipment	778	
<u>Purchases agreed in current year</u>		
Girls' Prep playground	13,328	11,672
CRY 2025/26		8,500
School audio system	6,936	
Exposure unit for Art Department	5,808	
Gazebos	2,760	
Forest School equipment	2,184	
Netball post protectors	1,971	
Ski Club equipment	1,671	
Sailflags	1,023	
Read-Up books	857	
Boys' Prep playground	850	
	<u>45,225</u>	<u>20,172</u>

Surbiton High School Parents' Association
Notes to the Accounts

All amounts relate to unrestricted funds

4 PA Equipment	2024/25	2023/24
	£	£
Microsoft Essentials renewal cost	387	315
Collapsible plastic boxes		466
Tables and table clothes	477	
Banners	90	147
Sumup card readers	133	
Miscellaneous	145	61
	<u>1,232</u>	<u>989</u>
5 Other income/expenditure	2024/25	2023/24
	£	£
Expenses:		
Classlist subscription for 2025/26	7,451	7,451
Parentkind subscription for 2025	162	163
Comedy Night loss	47	
AGM costs		65
Printing costs		2
Storage boxes		65
Sundry	105	156
	<u>7,765</u>	<u>7,822</u>
Less Income	371	1,448
Net expenditure	<u>7,394</u>	<u>6,434</u>

6 Charity Bank

On 7th November 2023 the Association paid £25,000 into a deposit account with The Charity Bank Ltd. This account had a fixed term of one year and matured on 6th November, 2024. The deposit, which attracted an interest rate of 5.11% gross for the fixed term, paid interest of £1,242.50.

On 13th February 2025 the Association paid £25,000 into a deposit account with The Charity Bank Ltd. This account has a fixed term of one year and is due to mature on 13th February 2026. The deposit will attract an interest rate of 4.26% gross for the fixed term.