

Trustees' Annual Report for the period

Period start date

Period end date

01 09 2023

31 08 2024

From

To

Section A

Reference and administration details

Charity name St Agatha's Parent Staff Association

Other names charity is known by

Registered charity number (if any) 1063493

Charity's principal address St Agatha's RC Primary School

St Agatha's Drive, Kingston Upon Thames

Surrey

Postcode

KT2 5TY

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	C Davison	Secretary	Sept 2022 – Feb 2025	
2	L Wilkinson	Treasurer	Feb 2022 – Feb 2025	
3	V Matthews	Chair	Feb 2022 – Feb 2024	
4	O Attard	Chair	Feb 2024 – Feb 2025	
5	Michael Myburgh	Chair	Feb 2025 - Present	
6	Catherine Ryder	Secretary	Feb 2025 - Present	
7	Agata Murray	Treasurer	Feb 2025 - Present	
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9				
10				
11				
12				
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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

(eg. trust deed, constitution)

Constitution

How the charity is constituted

(eg. trust association, company)

Association

Trustee selection methods

(eg. appointed by, elected by)

All parents and teachers of St Agatha's Catholic Primary school are automatically members of the organisation. Trustees are elected from the membership.

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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Summary of the objects of the charity set out in its governing document

CHARITABLE PURPOSE ('OBJECTS')

The **object** of the association (the **objects**) is to advance the education of pupils in the school in particular by:

2.1 Developing effective relationships between the staff, parents and others associated with the school.

2.2 Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

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)

The main activities undertaken by the charity involve the organisation and running of various fundraising events and social occasions which bring the school community together and raise funds for the school and for the benefit of the children.

These include (but are not limited to) events such as summer and Christmas fairs, a welcome back to school social event, a school disco, movie nights, music nights, a fireworks night, a school quiz night, cake sales, second hand uniform sales as well as other fundraisers such as tea towel and Christmas memento's etc.

The trustees declare that they have throughout their activities, 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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

With the monies raised from the organisation of several successful fundraising events held throughout the course of the year, as well as various charitable donations received from individuals / organisations, the St Agatha's Parent Staff Association Charity has helped St Agatha's school this year by funding and / or contributing towards several significant projects / initiatives / events.

During the 1st school term, the PSA held 2 main fundraising events in the form of the annual fireworks display in November as well as the Christmas Fair in December, where (with the help of parent volunteers as well as generous donations from local businesses towards a raffle) we were able to make a sizeable profit from these 2 events.

As is tradition, the PSA also funded / contributed to the cost of various children's Christmas performances / events in December, including the KS2 Rose Theatre trip, the KS1 Pantomime, the Nursery Tiny Tunes show as well as the children's annual Christmas school lunch.

In January, the PSA funded a significant Wi-Fi and Networking Replacement and Expansion project, to improve and extend Wi-Fi access throughout the school.

For the remainder of the 2nd and 3rd terms, fundraising efforts were centred around the 'Spend-A-Penny' fundraising campaign, where, through several different fundraising events and initiatives led by a combination of parents, children, staff and the PSA and Fundraising teams, we were able to raise the money needed to fund the Y3 & Y4 boys and girls bathroom refurbishment project.

In addition, the PSA lotto and regular 'Good As New' Uniform sales continue to provide a steady stream of monthly income.

Section E**Financial review****Brief statement of the charity's policy on reserves**

The charity has an emergency reserves account with a balance of £5.8k.

The Treasurer looks to maintain enough money in the current bank account to fund all forthcoming planned expenses for events and donations to the school.

Details of any funds materially in deficit

NONE

Further financial review details (Optional information)

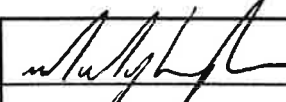

You may choose to include additional information, where relevant about:

- 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)	Michael Myburgh	Agata Murray
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	15/05/2025	

ST AGATHA'S PARENT STAFF ASSOCIATION
YEAR ENDED 31 AUGUST 2024
STATEMENT OF FINANCIAL ACTIVITIES

	Notes	2024 £	2023 £
INCOMING RESOURCES			
Fundraising events	2	49,363	39,800
Bank interest received		129	59
Total income		49,491	39,858
RESOURCES EXPENDED			
Direct charitable expenditure			
Childrens' events	5	1,490	1,305
School purchases	3	29,099	18,603
		30,589	19,907
Other expenditure			
Fundraising	2	17,160	17,505
Management expenditure	4	385	564
		17,545	18,069
Total expenditure		48,133	37,977
NET INCOME/(EXPENDITURE) FOR THE YEAR		1,358	1,881
OPENING NET ASSETS		34,358	32,476
CLOSING NET ASSETS		35,716	34,358

**ST AGATHA'S PARENT STAFF ASSOCIATION
YEAR ENDED 31 AUGUST 2024
STATEMENT OF ASSETS AND LIABILITIES**

	Notes	2024 £	2023 £
MONETARY ASSETS			
Debtors & Prepayments	6	0	250
Bank and Cash Balances			
Bank account		35,733	34,336
Cash on hand		<u>76</u>	<u>76</u>
		35,809	34,412
 Other Creditors & Deferred Income	 7	 94	 55
 Net assets Carried Forward		 35,716	 34,358
		<u><u>35,810</u></u>	<u><u>34,413</u></u>

Charity law requires the trustees to prepare accounts for each financial year. In preparing these accounts, the trustees are required to select suitable accounting policies and then apply them consistently. The trustees are responsible for keeping proper accounting records and for safeguarding the assets of the Charity.


Chair


Treasurer

May-25
On behalf of the Committee

**ST AGATHA'S PARENT STAFF ASSOCIATION
YEAR ENDED 31 AUGUST 2024
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES**

1 BASIS OF PREPARATION

1.1 Accounting policies

The financial statements have been prepared under the historical cost convention in accordance with applicable accounting standards, Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005) and with the Charities Act.

1.2 There have been no changes to the accounting policies since last year.

1.3 No changes have been made to the accounts for previous years.

1.4 ACCOUNTING POLICIES

Recognition of incoming resources

These are included in the Statement of Financial Activities when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross in the Statement of Financial Accounts.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the Statement of Financial Accounts at the same time as the gift to which they relate.

Volunteer help

The value of any voluntary help received is not included in the accounts.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

ST AGATHA'S PARENT STAFF ASSOCIATION
YEAR ENDED 31 AUGUST 2024
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

2 FUNDRAISING EVENTS

	INCOME	EXPENSES	2024	2023
	£	£	NET	NET
			£	£
Christmas fair	10,631	4,072	6,559	5,958
Fireworks night	4,591	3,403	1,189	743
Donations	7,631	0	7,631	2,812
BookFair, Cake Sales & Doughies	1,945	1,394	0	0
Uniform sales	2,235	0	2,235	2,203
Quiz night	497	90	407	440
Summer fair	11,639	4,489	7,149	5,660
Welcome Social Fundraiser 2023	1,698	950	748	353
Smarties Challenge	1,357	134	1,223	0
Movie Night	1,147	377	770	0
Family Music Night	1,062	319	743	0
School Lotto	2,248	391	1,857	2,000
Other fundraising events - Tea To	1,216	801	415	1,343
Disco	1,467	740	726	782
	<u>49,363</u>	<u>17,160</u>	<u>31,652</u>	<u>22,295</u>

3 SCHOOL PURCHASES

	2024	2023
	£	£
Wi-Fi Expansion and upgrade	10,000	12,979
Playground & garden maintenance	3,870	10,883
Bathroom Refurbishment Project	14,818	0
PSA Equipment	410	0
	<u>29,099</u>	<u>23,862</u>

ST AGATHA'S PARENT STAFF ASSOCIATION
YEAR ENDED 31 AUGUST 2024
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES

4 MANAGEMENT EXPENDITURE	2024	2023
	£	£
Bank Charges	170	424
Lotto Licence Renewal	20	
Coffee Morning Supplies	42	
ParentKind Annual subscription	153	140
	<u>385</u>	<u>564</u>
5 CHILDREN'S EVENTS	2024	2023
	£	£
KS1 & KS2 Xmas Events 2023	1,490	1,305
Year 6 leavers party	0	0
	<u>1,490</u>	<u>1,305</u>
6 DEBTORS & PREPAYMENTS	2024	2023
	£	£
Income received after year end	0	250
	<u>0</u>	<u>250</u>
7 CREDITORS & DEFERRED INCOME	2024	2023
	£	£
July & August School lottery prizes	94	55
	<u>94</u>	<u>55</u>
8 COMMITMENTS	2024	2023
	£	£
Wi-Fi Expansion and upgrade	10,000	0
Bathroom Refurbishment Project	14,818	
	<u>24,818</u>	<u>8,923</u>

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