



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	09	2023		31	08	2024

## Section A Reference and administration details

Charity name	Greenway School Association
Other names charity is known by	GSA
Registered charity number (if any)	1064204
Charity's principal address	Greenway Primary & Nursery School
	Crossways
	Berkhamsted, Hertfordshire
	Postcode HP4 3NH

### 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	Mrs Rebecca Barker	Co-Chair	Sept 2023-Present	GSA Members
2	Mrs Megan Bartholomew	Co-Chair	Sept 2022-Present	GSA Members
3	Mrs Courtney Westwood	Treasurer	Sept 2022-Present	GSA Members
4	Mrs Laura Bushby	Secretary	Sept 2023-Present	GSA Members
	Mrs Emma McCarthy	Secretary	Sept 2023-Present	GSA Members
5	Mr John Murray	Communication Manager	Sept 2022-Aug 2024	GSA Members
6	Mrs Michelle Carnegie	Committee Member	Sept 2023- Aug 2024	GSA Members
7				
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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 22/10/1968. Last amended January 2025
How the charity is constituted (eg. trust, association, company)	Association of 20 members or more
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or re-appointed at the Annual General Meetings held each year in September

**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.

The management of the Association shall be vested in a committee of up to 15 members consisting of a Chairperson(s), Secretary, Treasurer, Communication Manager, Head Teacher (or their nominee) ex officio, and other committee members.

In the past, the GSA has supported other charities eg. Sponsor a Child and DEC.

## Section C

## Objectives and activities

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

1. Advance the education of the pupils in the school
2. Develop extended relationships between staff, pupils and parents/carers
3. Engage in activities which support the school
4. Provide and assist in the provision of facilities and items of education which are not provided from statutory funds

**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)**

School fairs (Christmas and Summer)  
Silent auction  
Quiz Night  
School Disco  
Easter Egg Hunt  
Fun Run

**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

Achievements in 2023-2024 were in 3 main areas: 1- regular fundraising schemes; 2- social events; 3- committing funds to the school

Our main fundraising came from the Christmas fair, Quiz Night, the Summer Fair, the sponsored Fun Run, the Give As You Earn scheme, GSA 100 Club Lottery and other social events held for teachers, children and parents

The funds raised were used for ICT tablets, swimming lessons, two theatre trips, music lessons, coaches, improving the school entrance, well-being day, purchasing items for classrooms/teaching aids, and Yr6 leavers hoodies, books, and photos.

## Section E Financial review

### Brief statement of the charity's policy on reserves

At the year end the GSA had a cash reserve of £39,561. All of these funds are held in unrestricted funds. These funds are held in order to meet costs associated with fundraising activities as well as commitments made by the GSA to fund the school items. We aim to hold at least £6,000 in reserve to cover in excess of two months operating costs.

### Details of any funds materially in deficit

### 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.

Regular commitments include Summer & Christmas Fairs, Quiz Night, Fun Run, School Disco, and Easter Egg Hunt.

Expenditure has focused on providing tools and equipment that support the teaching and nurturing of the children attending Greenway Primary & Nursery School.

## Section F Other optional information

The coming year will see a continued effort to raise funds through fun and social activities for new school facilities that will help to enhance and advance the learning and nurturing of students in an educationally stimulating environment.

## Section G Declaration

### 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)		
Position (eg Secretary, Chair, etc)		
Date		





## Receipts and payments accounts

CC16a

For the period  
from

9/1/2023

To

8/31/2024

### 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>					
Supermarket Voucher Scheme	905	-	-	905	-
Fairs (Summer, Christmas & Camping)	23,194	-	-	23,194	17,880
GSA 100 Club/GAYE/Online Commission	3,335	-	-	3,335	4,775
Greenway Fun Run	1,490	-	-	1,490	1,662
Cake Sales	463	-	-	463	716
Misc Fundraising	212	-	-	212	1,895
Disco	1,511	-	-	1,511	1,239
Photos by Carrie	-	-	-	-	193
Egg Hunt/Smarties Challenge	395	-	-	395	801
Uniform	205	-	-	205	248
Santa Sleigh	546	-	-	546	466
Elfridges/Grotto	3,423	-	-	3,423	2,023
Quiz Night	3,335	-	-	3,335	2,842
Year 6 Leavers	-	-	-	-	106
<b>Sub total</b> (Gross income for AR)	<b>39,013</b>	<b>-</b>	<b>-</b>	<b>39,013</b>	<b>35,053</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>39,013</b>	<b>-</b>	<b>-</b>	<b>39,013</b>	<b>35,053</b>
<b>A3 Payments</b>					
Supermarket Voucher Scheme	- 864	-	-	- 864	2,659
Fairs (Summer, Christmas & Camping)	7,634	-	-	7,634	7,958
GSA 100 Club/GAYE/Online Commission	990	-	-	990	1,336
Fun Run	493	-	-	493	-
Payments to School	33,054	-	-	33,054	8,110
Cost of fundraising & admin	153	-	-	153	119
Misc.	1,308	-	-	1,308	713
Disco	534	-	-	534	110
Photos by Carrie	-	-	-	-	-
Egg Hunt/Smarties Challenge	269	-	-	269	-
Uniform	-	-	-	-	-
Santa Sleigh	-	-	-	-	-
Elfridges	1,074	-	-	1,074	-
Quiz Night	2,018	-	-	2,018	-
Bingo- cancellation/refunds	-	-	-	-	-
Year 6 Leavers	372	-	-	372	-
<b>Sub total</b>	<b>47,035</b>	<b>-</b>	<b>-</b>	<b>47,035</b>	<b>31,233</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>47,035</b>	<b>-</b>	<b>-</b>	<b>47,035</b>	<b>31,233</b>
<b>Net of receipts/(payments)</b>	<b>- 8,023</b>	<b>-</b>	<b>-</b>	<b>- 8,023</b>	<b>3,820</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>46,940</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>43,121</b>
<b>Cash funds this year end</b>	<b>39,562</b>	<b>-</b>	<b>-</b>	<b>39,562</b>	<b>-</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>				
	Current Account	39,562	-	-
	Petty Cash	300	-	-
		-	-	-



		<b>Total cash funds</b>	39,862	-	-
		(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
			<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>
			to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>	Details		-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
			-	-	
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)	
			-		
			-		
			-		
			-		
			-		
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval	
			Courtney Westwood		

**P&L Year ending 31/08/2023****Income**

	<b>Receipts</b>	<b>Payments</b>
Bank Interest	-	-
Vouchers	-	-
Summer fair	12,290.61	7,983.59
Christmas Fair/Elfridges	7,612.26	2,822.74
Camping	combined with summer fair	
Lottery GSA 100 Club	2,347.40	869.00
GAYE (Give as you Earn)	1,906.20	-
Online Retail Commission (Amazon/Easyfundraising)	520.79	-
Film Club	-	-
Disco	1,238.80	393.94
Class Parties	-	-
Events - Quiz nt	2,842.48	2,025.56
Events - Social Events	-	-
Events - End of Year Party	-	-
Greenway Cookbook	-	-
Greenway School Yearbook	10.00	-
Greenway Fun Run	1,662.19	21.00
Cake sales	715.75	-
Water bottles	-	-
Carrie Photo	193.00	-
Miscellaneous Fundraising	1,894.90	-
Secondhand Uniform	247.80	-
Fruit & Veg Boxes	-	-
Santas Sleigh	466.00	-
Egg hunt/smarties challenge	800.73	423.25
Bingo	198.00	201.28
<b>Income total</b>	<b>34,946.91</b>	<b>14,740.36</b>

**Expenditure**

Admin	-	140.00
Grants	-	-
Yr 6 Leavers	105.50	1,023.40
Book bags	-	-
Pymts to School	-	14,910.42
Miscellaneous		419.53
<b>Expenditure Total</b>	<b>105.50</b>	<b>16,493.35</b>

**Net of receipt/(payments)**

<b>35,052.41</b>	<b>31,233.71</b>
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	P&L Year ending 31/08/2022			P&L Year er
Profit	Receipts	Payments	Profit	Receipts
-	-	-	-	
-	2,100.00	- 2,659.30	559.30	5,520.00
4,307.02	5,864.46	- 1,497.83	4,366.63	-
4,789.52	4,583.49	- 1,434.55	3,148.94	-
	8,548.44	- 5,025.91	3,522.53	-
1,478.40	2,833.50	- 1,335.50	1,498.00	2,543.00
	3,256.63	-	3,256.63	2,070.00
	462.23	-	462.23	478.76
-	-	-	-	-
844.86	-	-	-	-
-	-	- 109.58	109.58	1,091.00
816.92	-	-	-	633.00
-	-	-	-	-
- 917.90	-	-	-	-
-	-	-	-	1,708.00
10.00	-	-	-	1,079.32
1,641.19	2,054.87	-	2,054.87	3,670.19
	444.70	-	444.70	-
-	-	-	-	-
193.00	61.00	-	61.00	274.74
1,894.90	1,609.48	- 149.62	1,459.86	2,313.50
247.80	248.00	-	248.00	188.00
-	-	-	-	-
466.00				
377.48				
- 3.28				
<b>16,145.91</b>	<b>32,066.80</b>	<b>- 12,212.29</b>	<b>19,854.51</b>	<b>21,569.51</b>
- 140.00	-	- 118.94	118.94	-
-	-	-	-	-
- 971.17	-	-	-	-
-	-	-	-	-
- 14,910.42	-	- 8,110.00	8,110.00	-
- 419.53	-	- 563.48	563.48	-
<b>- 16,441.12</b>	<b>-</b>	<b>- 8,792.42</b>	<b>8,792.42</b>	<b>-</b>
<b>3,818.70</b>	<b>32,066.80</b>	<b>- 21,004.71</b>	<b>11,062.09</b>	<b>21,569.51</b>

ending 31/08/2021

P&L Year ending 31/08/2020

P&L Year ending 31/08/2021

Payments	Profit	Receipts	Payments	Profit	Receipts
-	-	-	-	-	-
- 4,399.80	1,120.20	19,730	- 18,617	1,113	32,790
-	-	-	-	-	4,611
-	-	10,650	- 3,086	7,564	8,049
-	-	-	-	-	5,209
- 1,316.00	1,227.00	2,731	- 1,045	1,686	2,709
-	2,070.00	-	-	-	-
-	478.76	174	-	174	327
-	-	267	- 137	130	340
-	-	676	- 309	367	705
-	1,091.00	-	-	-	-
-	633.00	3,831	- 2,460	1,371	5,651
-	-	166	- 169	3	-
-	-	-	-	-	-
- 803.50	904.50	-	-	-	-
- 765.00	314.32	-	-	-	-
-	3,670.19	-	-	-	-
-	-	455	-	455	510
-	-	-	-	-	4
-	274.74	584	- 280	304	186
-	2,313.50	1,185	- 20	1,165	1,214
-	188.00	79	-	79	52
-	-	-	-	-	-
- 7,284.30	14,285.21	40,528	- 26,122	14,406	62,357
- 111.00	- 111.00	-	- 410	- 410	-
-	-	-	-	-	-
- 117.50	- 117.50	-	-	-	-
-	-	-	-	-	-
- 16,428.00	- 16,428.00	-	- 23,187	- 23,187	-
- 609.74	- 609.74	-	- 49	- 49	-
- 17,266.24	- 17,266.24	-	- 23,646	- 23,646	-
- 24,550.54	- 2,981.03	40,528	- 49,768	- 9,240	62,357

ending 31/08/2019

P&L Year ending 31/08/2018

P&L Year ending 31/08/2019

Payments	Profit	Receipts	Payments	Profit	Receipts
-	-	-	-	-	-
- 31,238	1,552	33,950	- 30,874	3,076	43,120.00
- 1,583	3,028	4,661	- 2,030	2,631	4,831.20
- 1,584	6,465	4,582	- 880	3,702	4,662.64
- 3,699	1,510	5,535	- 3,634	1,901	3,655.95
- 1,388	1,321	1,778	- 760	1,018	712.00
	-	-		-	
	327	422		422	367.75
- 61	279	655	- 113	542	810.00
- 447	258	736	- 416	320	835.58
- 3,860	1,791	2,450	- 1,547	904	2,352.65
	-	1,774	- 1,518	255	1,911.41
	-	330	- 325	5	510.00
	510	650	-	650	892.95
-	4	19	-	19	14.00
-	186	184	-	184	185.00
	1,214	1,786	- 1,156	630	311.92
	52		-	-	-
	-	-	-	-	143.00
<b>- 43,860</b>	<b>18,496</b>	<b>59,513</b>	<b>- 43,254</b>	<b>16,258</b>	<b>65,316.05</b>
- 105	- 105	- -	128	- 128	-
	-	-	-	-	-
- 33	- 33	- -	458	- 458	-
	-	66	- 180	- 114	
- 13,866	- 13,866	- -	19,867	- 19,867	-
- 946	- 946	- -	428	- 428	
<b>- 14,950</b>	<b>- 14,950</b>	<b>66</b>	<b>- 21,061</b>	<b>- 20,995</b>	<b>-</b>
<b>- 58,811</b>	<b>3,546</b>	<b>59,579</b>	<b>- 64,316</b>	<b>- 4,737</b>	<b>65,316.05</b>

ending 31/08/2017

P&L Year ending 31/08/2016

P&L Year ending 31/08/2017

Payments	Profit	Receipts	Payments	Profit	Receipts
-	-	-	-	-	-
- 43,974.44 -	854	37,200.00 -	32,683.19	4,516.81	42,310.00
- 2,634.78	2,196	6,279.45 -	2,704.02	3,575.43	5,159.00
- 1,397.64	3,265	4,957.74 -	1,335.03	3,622.71	4,241.00
- 2,528.53	1,127	2,712.25 -	1,759.18	953.07	2,726.00
- 150.00	562	24.00	-	24.00	24.00
	-			-	
	368	245.37		245.37	
- 164.65	645	1,168.80 -	406.31	762.49	2,069.00
- 504.52	331	961.62 -	640.47	321.15	896.00
- 1,563.48	789	2,119.50 -	1,712.54	406.96	2,920.00
- 1,291.11	620	368.50 -	606.62 -	238.12	-
- 943.50 -	434	530.00 -	575.60 -	45.60	570.00
-	893	1,082.95 -	180.00	902.95	1,203.00
- 153.60 -	140	54.00	-	54.00	16.00
-	185	293.00	-	293.00	328.00
- 246.74	65	1,161.29 -	368.81	792.48	1,444.00
-	-	-	-	-	431.00
-	143	589.00 -	161.87	427.13	989.00
<b>- 55,552.99</b>	<b>9,763</b>	<b>59,747.47 -</b>	<b>43,133.64</b>	<b>16,613.83</b>	<b>65,326.00</b>
- 101.00 -	101	-	96.00 -	96.00	-
-	-		-	-	-
- 947.49 -	947	20.00 -	741.00 -	721.00	-
-	-	-	-	-	-
- 9,279.08 -	9,279	-	8,330.23 -	8,330.23	-
-	-			-	
<b>- 10,327.57 -</b>	<b>10,328</b>	<b>20.00 -</b>	<b>9,167.23 -</b>	<b>9,147.23</b>	
<b>- 65,880.56 -</b>	<b>565</b>	<b>59,767.47 -</b>	<b>52,300.87</b>	<b>7,466.60</b>	<b>65,326.00</b>

ling 31/08/2015

Payments	Profit
- 39,341.00	2,969.00
- 1,749.00	3,410.00
- 1,063.00	3,178.00
- 1,988.00	738.00
-	24.00
- 337.00	1,732.00
- 530.00	366.00
- 2,479.00	441.00
-	-
- 800.00	- 230.00
-	1,203.00
-	16.00
-	328.00
- 245.00	1,199.00
-	431.00
- 1,070.00	- 81.00
<hr/>	
- 49,602.00	15,724.00
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- 96.00	- 96.00
- 564.00	- 564.00
- 370.00	- 370.00
- 10,899.00	- 10,899.00
-	-
<hr/>	
- 11,929.00	- 11,929.00
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- 61,531.00	3,795.00

**Opening Cash Balance**

Current Account	31/08/2018	<b>40,726.61</b>
Petty Cash	31/08/2018	<b>261.58</b>
		<b>40,988</b>

Net Receipts/Payments                      8/31/2019              3,546.07

**Closing Cash Balance                      8/31/2019              44,534.26**

31/08/2019	<b>44,282.86</b>
31/08/2019	<b>251.40</b>
	<b>44,534</b>

8/31/2020    -    9,240.27

**8/31/2020              35,293.99**

**Closing Cash Balance**

Current Account	31/08/2019	<b>44,282.86</b>
Petty Cash	31/08/2019	<b>251.40</b>
		<b>44,534</b>

31/08/2020	<b>35,039.59</b>
31/08/2020	<b>254.40</b>
	<b>35,294</b>



31/08/2020	<b>35,039.59</b>
31/08/2020	<b>254.40</b>
	<b>35,294</b>

8/31/2021 - 2,981.03

**8/31/2021      32,312.96**

31/08/2021	<b>32,058.56</b>
31/08/2021	<b>254.40</b>
	<b>32,313</b>

8/31/2022 11,062.09

**8/31/2022      43,375.05**

31/08/2021	<b>32,058.56</b>
31/08/2021	<b>254.40</b>
	<b>32,313</b>

-

31/08/2022	<b>43,120.65</b>
31/08/2022	<b>254.40</b>
	<b>43,375.05</b>

-

31/08/2022	43,120.65
31/08/2022	<b>300.00</b>
	<b>43,421</b>

8/31/2023      3,818.70

**8/31/2023      47,239.35**

31/08/2023	<b>46,940.45</b>
31/08/2023	<b>300.00</b>
	<b>47,240.45</b>



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees

Charity Name

Greenway School Association

31 August 2024

1064204

On accounts for the year ended

Charity no (if any)

Set out on pages

#### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2024.

As the charity's trustees, 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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Emily Barlow

Date:

7 June 2025

Name:

Emily Barlow

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

FCCA

**Address:**

32 Oakwood

Berkhamsted

HP4 3NQ

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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.**

Nothing to disclose.