

CHARITY NUMBER: 1069070

**TRUSTEES' REPORT AND ACCOUNTS
FOR
THE FRIENDS OF PENNTHORPE SCHOOL
FOR THE YEAR ENDED 31 AUGUST 2023**

THE FRIENDS OF PENNTHORPE SCHOOL

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THE FRIENDS OF PENNTHORPE SCHOOL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs R C Day (Chair) Mrs N Osborn Mrs T Reed
Charity number	1069070
Principal address	Pennthorpe School Church Street Rudgwick West Sussex RH12 3HJ
Independent examiner	Miss L A Freeman FCCA
Bankers	Lloyds Bank plc 1 West Street Horsham West Sussex RH12 1PA

THE FRIENDS OF PENNTHORPE SCHOOL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2023

The trustees present their annual report together with the accounts of the charity for the year ended 31 August 2023.

The accounts comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Structure, governance and management

Nature of governing document

The charity is an unincorporated association and is governed by its Constitution adopted 11 February 1997 and amended on 10 July 2014 and 28 June 2022.

Induction and training of trustees

Responsibility for the induction of new trustees rests with the existing trustees. This would involve an awareness of the traditions of the charity and an understanding of the duties of a trustee.

Organisational structure

The trustees administer the activities of the charities on a day to day basis.

Trustees

The trustees of the charity during the year were:

Mrs R C Day (Chair)

Mrs N Osborn

Mrs T Reed

When considering the appointment of new trustees, the Board has regard for the requirement for any specialist skills needed.

Objectives and activities

The charity exists to advance the education of the pupils of Pennthorpe School by providing and assisting in the provision of facilities and equipment at the school, to foster more extended relations between the staff, parents and others associated with the school and to support such other charities as the board may from time to time decide.

Public benefit

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

THE FRIENDS OF PENNTHORPE SCHOOL

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2023

Achievements and performance

During the year, the focus of the charity was to run successful fundraising events to build up reserves to enable the charity to continue to make grant payments to beneficiaries. Events included, but were not limited to, the Christmas Experience, a quiz night and the Enchanted Ball. Grants paid in the year to Pennthorpe School totalled £19,028 (2022: £919).

Financial review

The financial results are set out within the Statement of Financial Activities and the Balance Sheet. The net movement in funds was a surplus for the year of £7,479 against £4,621 in the previous year. The recorded surplus is after making grants and donations of £22,563 (2022: £2,128). The charity had unrestricted reserves at the balance sheet date of £34,333 (2022: £26,854).

Reserves policy

The reserves held by the charity are unrestricted and are represented by debtors and cash balances less creditors. The reserves are at a level which the trustees consider appropriate to fund the anticipated expenditure of the charity.

Risk management

The Board of Trustees holds overall responsibility for risk management for the charity and has conducted a review of the major risks to which the charity is exposed. Consequently, and where appropriate, systems or procedures have been established to manage the risks that the charity faces.

The annual report was approved by the trustees of the charity on 21/5/24 and signed on its behalf by:



Mrs R C Day
Chair of trustees

THE FRIENDS OF PENNTHORPE SCHOOL

REPORT OF THE INDEPENDENT EXAMINER

Independent examiner's report to the trustees of The Friends of Pennthorpe School

I report to the trustees on my examination of the accounts of The Friends of Pennthorpe School (the charity) for the year ended 31 August 2023.

Responsibilities and basis of report

As the trustees of the charity 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 charity'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 giving me cause to believe that in any material respect:

1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or

2 the accounts do not accord with those records; or

3

the accounts do 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.



Lisa Freeman FCCA

10 Willow Brook

Littlehampton

West Sussex

BN17 7NW

21/5/2024.

THE FRIENDS OF PENNTHORPE SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 AUGUST 2023

	Notes	Unrestricted Funds	
		Total 2023 £	Total 2022 £
INCOME FROM:			
Donations and legacies	3	237	1,074
Raising funds	4	52,155	9,771
Investments	5	14	-
Total income		52,406	10,845
EXPENDITURE ON:	6		
Raising Funds		22,032	3,769
Charitable activities		22,895	2,455
Total expenditure		44,927	6,224
Net movement in funds		7,479	4,621
Fund balances brought forward		26,854	22,233
Fund balances carried forward		34,333	26,854

All income and expenditure in the current and preceding years is unrestricted.

THE FRIENDS OF PENNTHORPE SCHOOL

BALANCE SHEET

AS AT 31 AUGUST 2023

	Notes	2023		2022	
		£	£	£	£
CURRENT ASSETS					
Debtors	10	2,340		672	
Cash at bank and in hand		<u>32,546</u>		<u>22,889</u>	
		34,886		23,561	
CURRENT LIABILITIES					
Creditors due within one year	11	<u>553</u>		<u>-</u>	
NET CURRENT ASSETS/(LIABILITIES)			34,333		23,561
NET ASSETS			<u>34,333</u>		<u>23,561</u>
REPRESENTED BY:					
UNRESTRICTED FUNDS					
General charitable funds			34,333		26,854
			<u>34,333</u>		<u>26,854</u>

The accounts were approved by the Board of Trustees and signed on their behalf by:



Mrs R C Day
Chair of trustees

21/5/24

Date:

THE FRIENDS OF PENNTHORPE SCHOOL

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

1 ACCOUNTING POLICIES

1.1 Basis of preparation

The financial statements have been prepared in accordance with the Charities' Statement of Recommended Practice (SORP (FRS102)), Financial Reporting Standard 102 and the Charities Act 2011.

The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policy. The financial statements are prepared in Sterling and rounded to the nearest £1.

There are no material uncertainties about the charity's ability to continue as a going concern.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

In the opinion of the trustees, no assumptions concerning the future or estimation certainty affecting assets and liabilities at the balance sheet date are likely to result in material adjustment to their carrying amounts in the next financial year.

1.2 Cash Flow Statement

In accordance with Section 7 of FRS 102 the charity is claiming exemption from the requirement to prepare a cash flow statement on account of its size.

1.3 Income

Donations, legacies, grants and other voluntary income are accounted for as and when entitlement arises, the amount can be reliably measured and the economic benefit is considered probable. All other income is accounted for when receivable.

Where a donor or an appeal has imposed restrictions the income is credited to a restricted fund.

1.4 Expenditure

Expenditure is accounted for on an accruals basis with irrecoverable VAT included with the item to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature to support them.

Governance costs (included within Support costs) comprise all costs associated with constitutional and statutory requirements with which the charity must comply.

1.5 Debtors

Trade and other debtors are recognised at the settlement amount due.

1.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

1.7 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

1.8 Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments which are recognised at transaction value and subsequently at their settlement value.

THE FRIENDS OF PENNTHORPE SCHOOL

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

1.9 Fund accounting

Unrestricted funds comprise those funds which can be used in accordance with the charitable objects at the discretion of the trustees. Within these funds the trustees may designate amounts for particular purposes or projects and where this is the case they are detailed further in the notes to the accounts.

Restricted funds are those funds that can only be used for particular restricted purposes in accordance with the wishes of the donor or when funds are raised for particular restricted purposes.

2 TAXATION

The Friends of Pennthorpe is a registered charity (Number 1069070). All activities are undertaken to fulfil the primary objectives of the charity and are therefore exempt under Part 10 of the Income Tax Act 2007 and Section 256 of the Chargeable Gains Act 1992.

3 INCOME FROM DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations from individuals	237	1,074

4 INCOME FROM RAISING FUNDS

	2023	2022
	£	£
Sale of second hand uniform	2,581	863
Bags of Support/Easy Fundraising income	300	622
Income from fund raising activities	49,274	8,286
	52,155	9,771

5 INCOME FROM INVESTMENTS

	2023	2022
	£	£
Interest receivable	14	-

6 ANALYSIS OF EXPENDITURE

	2023	2022
	£	£
Raising funds		
Fund raising events	22,032	3,769
Total costs of raising funds	22,032	3,769
Charitable activities		
Advancement of education and other charitable support		
Grants payable	22,563	2,128
Support costs	332	327
Total charitable expenditure	22,895	2,455
Total expenditure	44,927	6,224

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NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

7 GRANTS PAYABLE

	2023	2022
	£	£
Pennthorpe School	19,028	919
Other charitable causes in accordance with charitable objects	3,535	1,209
	<u>22,563</u>	<u>2,128</u>

8 TRUSTEES

None of the trustees (or any persons connected with them) received any remuneration during the current or preceding year.

9 EMPLOYEES

There were no employees during the current or preceding year.

10 DEBTORS

	2023	2022
	£	£
Prepayments and accrued income	2,340	672
	<u>2,340</u>	<u>672</u>

11 CREDITORS: due within one year

	2023	2022
	£	£
Accruals and other creditors	553	-
	<u>553</u>	<u>-</u>

12 RELATED PARTY TRANSACTIONS

There were no related party transactions during the current or preceding year.

13 Control

The charity is under the control of the Trustees with no trustee having overall control.