

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024
FOR
BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION**



BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

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for the year ended 31 JULY 2024**

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BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

CHARITY INFORMATION
for the year ended 31 July 2024

COMMITTEE OFFICERS: Matthew Morgan
Tom James
Bea Longthorp
Sarah Robertson
Onur Gunce
Zainab Dangana

PRINCIPAL ADDRESS: 11 The Close
Salisbury
SP1 2ED

CHARITY REGISTRATION NUMBER: 1081166

INDEPENDENT EXAMINER: N D Jones FCCA
Fawcetts LLP
Chartered Accountants
Windover House
St Ann Street
Salisbury
SP1 2DR

BANKERS: Lloyds Bank plc
38 Blue Boar Row
Salisbury
SP1 1DB

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

COMMITTEE ANNUAL REPORT for the year ended 31 July 2024

The committee present their report with the financial statements of the charity for the year ended 31 July 2024.

COMMITTEE

Committee officers are elected at the AGM. The Chairman can serve for a maximum period of two years. The committee meet at least once a term. The committee officers during the year under review were:

Matthew Morgan	- President (appointed 2 September 2024)
Stuart Smallwood	- President (resigned 12 July 2024)
Tom James	- Chair (appointed 16 January 2024)
Charles Taverner	- Chair (resigned 14 November 2023)
Bea Longthorp	- Secretary (appointed 14 November 2023)
Rob Jones	- Secretary (resigned 14 November 2023)
Sarah Robertson	- Treasurer
Zainab Dangana	- Assistant Treasurer
Onur Gunce	- 1000 Club

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is governed by its constitution document drawn up when the charity became registered on 17 June 1996.

Appointment of committee officers is governed by the constitution document which states that they shall be elected at the Annual General Meeting.

OBJECTS AND ACTIVITIES

The Association's objective is to have an appropriate level of income reserve and to assist the financial support of the School on a year-on-year basis.

The aims of the Association are:-

- To advance the education of pupils at the School.
- To ensure the fullest possible contact between members and the School.
- To develop and maintain the status, freedom, interest and traditions of the School.
- To raise a fund by voluntary contribution, to be called the "Parents' Fund".

The trustees confirm that they have complied with the duty in s17(5) of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit, including 'Public benefit: reporting' [PB3].

ACHIEVEMENTS AND PERFORMANCE

The achievements of the charity for the financial year are included within the Chairman's Report on pages 4 and 5.

The notes form part of these financial statements

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

COMMITTEE ANNUAL REPORT for the year ended 31 July 2024

RESERVES POLICY

Bishop Wordsworth's School Parents' Association is run as an independent charity and is responsible for its internal functions. The charity's policy is to hold approximately £2,000 in reserves in the eventuality of the charity losing a primary source of income or having to close completely. At 31 July 2024 free reserves amounted to £27,748. Free reserves are currently higher than the policy to hold £2,000 due to the Association's current objective to raise sufficient funds to purchase a new school minibus.

ON BEHALF OF THE COMMITTEE:

Tom James - CHAIR

Date: 13 November 2024

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

REPORT OF THE CHAIR for the year ended 31 July 2024

The BWSPA exists:

- To raise funds for non-budgeted items that will benefit the lives of the BWS students
- To provide a social framework for the parent body

It is a charity, managed by a board of Trustees, supported by a wider group of parents involved in various fundraising initiatives.

Our fundraising is guided by requests from the school. We prefer to support objectives that will be used by most, or all, of the pupils.

Financial overview

Our primary focus for the year has been raising money for a new minibus, which had been previously identified by the school as their main requirement. Along with reserves from previous years and our fundraising this year, we have now reached the £30,000 target we set to put towards the minibus, and discussions are underway about how best to proceed. We hope that a suitable vehicle can be identified this year.

Thus, relative to previous years, our donations to the school have been comparatively modest in 2023/24. We have made three main donations: a contribution to the Multi-Use Games Area; funds for a new video camera and sponsorship of four prizes for the annual prizegiving.

Funds have been raised from a variety of one-off and regular events. Most of these events represent activities that fit a regular place in the school year. Of the events held in 2024, only a drinks reception hosted for those attending a General Election hustings was truly a one-off event. Thus, there is no reason why we should not maintain at least similar level of fundraising in the coming year.

People

The work of the BWSPA would not be possible without a dedicated group of parents who give up their time to help run the events and other fundraising schemes. To give just a single example, our largest contribution to funds comes from a series of second-hand uniform sales – but those sales are only made possible by a small team who work tirelessly behind the scenes throughout the year to sort donations of uniform and make them presentable for sale. The same goes for each of our events and other income streams: the successful delivery of an event is only the visible culmination of the hard work from those who organise it. This year we have leant very heavily on the same group of around a dozen volunteers. Put simply – with more help, we could look at organising more events.

At a more formal level, the BWSPA also needs a Deputy Chair. Being able to appoint a suitable Deputy would not only help broaden the knowledge and experience on the committee, but also would enable that person a more seamless transition to Chair in due course. My own introduction to the BWSPA was something of a culture shock as it meant getting to understand the BWSPA at the same time as getting to know the school as a new parent! I must thank the other members of the committee, along with the outgoing Chair Charles Taverner, who have offered me great support and have turned that initial culture shock into a very rewarding experience. There are few opportunities in life that provide such a direct and tangible opportunity to improve the lives of children.

It is the nature of an organisation such as the BWSPA that, just as we welcome new parents into our network, so we must also say goodbye to long-standing parents whose children's time at the school is ending. This year we were particularly sad to say goodbye to two stalwarts of the BWSPA: Nicolette Beardmore and Rob Jones. Their contribution to the school over many years has been immense, and their energy, knowledge and wise counsel will be greatly missed.

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**REPORT OF THE CHAIR (continued)
for the year ended 31 July 2024**

Finally, I must pay tribute to the outgoing BWSPA President, Dr Smallwood. He always provided the committee clarity in the school's priorities, which guided our fundraising. In his place, we welcome the new Headmaster, Mr Morgan, and we look forward to a long and positive working relationship.

Tom James

Chair BWSPA (for the year ended 31 July 2024)

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 July 2024**

	Notes	Total Unrestricted 2024 £	Total Unrestricted 2023 £
INCOME FROM:			
Donations		1,464	2,649
Other trading activities			
Fundraising		31,024	28,894
Investments	3	124	24
		<hr/>	<hr/>
TOTAL INCOME		<u>32,612</u>	<u>32,567</u>
EXPENDITURE ON:			
Raising funds		18,689	9,466
Charitable activities			
Donations to Bishop Wordsworth's School		3,523	15,245
		<hr/>	<hr/>
TOTAL EXPENDITURE		<u>22,212</u>	<u>24,711</u>
NET INCOME	2	10,400	7,856
 Total funds brought forward at 1 August 2023		 <u>17,348</u>	 <u>9,492</u>
TOTAL FUNDS CARRIED FORWARD at 31 July 2024		<u><u>27,748</u></u>	<u><u>17,348</u></u>

Total recognised gains and losses

The charity has no recognised gains or losses other than the surplus or (deficit) for the current or previous year.

Continuing operations

None of the charity's activities were acquired or discontinued during the current or previous year.

All of the charity's income and expenditure arises from unrestricted funds.

The notes form part of these financial statements

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**BALANCE SHEET
31 July 2024**

		<u>2024</u>		<u>2023</u>	
	Notes	£	£	£	£
CURRENT ASSETS:					
Debtors	4	140		125	
Cash at bank and in hand		<u>27,998</u>		<u>18,922</u>	
		28,138		19,047	
CREDITORS: Amounts falling due within one year	5	<u>390</u>		<u>1,699</u>	
NET CURRENT ASSETS:			<u>27,748</u>		17,348
TOTAL ASSETS LESS CURRENT LIABILITIES:	6		<u>£ 27,748</u>		<u>£ 17,348</u>
FUNDS:					
Unrestricted fund: general			<u>27,748</u>		<u>17,348</u>
TOTAL CHARITY FUNDS:			<u>£27,748</u>		<u>£ 17,348</u>

The financial statements were approved and authorised for issue by the Committee on 13 November 2024 and signed on its behalf by:

Tom James - CHAIR

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024**

1. ACCOUNTING POLICIES

Accounting convention

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity does not meet the definition of a larger charity under the Charities SORP and is therefore exempt from the requirement to prepare a cash flow statement.

The financial statements are prepared on a going concern basis. The financial statements are prepared in Sterling (£) which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Fund accounting

Unrestricted funds are available for use at the discretion of the committee in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the committee for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Income recognition

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024**

2. DETAILED INCOME AND EXPENDITURE ACCOUNT – for the year ended 31 July 2024

	2023/2024			2022/2023
	Income	Expenditure	Surplus/ (Deficit)	Surplus/ (Deficit)
	£	£	£	£
Donations & covenants	1,464	-	1,464	2,649
Easyfundraising.org.uk initiative	17	-	17	575
Interest	124	-	124	24
Amazon Smile	-	-	-	495
Uniform sales	4,747	-	4,747	6,030
Donations to school	-	3,523	(3,523)	(15,245)
An Evening with Richard Hill MBE	-	-	-	6,879
Cricket bash	765	240	525	522
Wine Tasting	-	-	-	679
Christmas fayre	4,324	3,277	1,047	966
Christmas raffle	2,740	-	2,740	1,005
Website	-	253	(253)	(216)
Parents' evenings	422	50	372	158
Skittles & curry evening	2,380	2,210	170	174
Smartie tubes	10	-	10	45
Hustings	380	120	260	-
Prom	8,303	8,134	169	-
Theatre performance	2,439	1,592	847	257
Quiz night	2,153	1,032	1,121	958
1000 Club	2,344	485	1,859	2,686
Miscellaneous	-	512	(512)	(202)
Paypal fees	-	394	(394)	(193)
Independent examiner's fee	-	390	(390)	(390)
Surplus / (Deficit) for the period	<u>32,612</u>	<u>22,212</u>	<u>10,400</u>	<u>7,856</u>

3. INCOME FROM INVESTMENTS

All of the charity's income from investments arises from an interest-bearing deposit account.

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2024**

4. DEBTORS

	2024	2023
	£	£
Prepayments and accrued income	<u>140</u>	<u>125</u>
	<u>140</u>	<u>125</u>

**5. CREDITORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	2024	2023
	£	£
Accruals and deferred income	<u>390</u>	<u>1,699</u>
	<u>390</u>	<u>1,699</u>

6. ALLOCATION OF THE CHARITY NET ASSETS

The net assets are held as unrestricted funds:

	Net Current Assets £	Total £
General purposes	<u>27,748</u>	<u>27,748</u>
Total	<u>27,748</u>	<u>27,748</u>

7. COMMITTEE COSTS

The key management personnel of the charity comprise the committee officers. None of the committee officers received any remuneration or reimbursed expenses during the year.

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 July 2024**

	<u>2024</u>		<u>2023</u>	
	£	£	£	£
Income:				
Donations & covenants	1,464		2,649	
Easyfundraising.org.uk initiative	17		575	
Amazon Smile	-		495	
Uniform sales	4,747		6,030	
Christmas fayre	4,324		3,248	
Christmas raffle	2,740		1,005	
Parents' evenings	422		476	
Cricket bash	765		754	
Quiz night	2,153		1,949	
Skittles & curry evening	2,380		174	
Smarties tubes	10		125	
Prom	8,303		-	
Hustings	380		-	
Theatre performance	2,439		1,566	
An Evening with Richard Hill MBE	-		8,795	
Wine tasting	-		725	
1000 Club	<u>2,344</u>		<u>3,977</u>	
		32,488		32,543
Other income:				
Interest		<u>124</u>		<u>24</u>
		32,612		32,567
Expenditure:				
Donations to Bishop Wordsworth's school	3,523		15,245	
Parents' evenings	50		318	
Skittles & curry evening	2,210		-	
Website	253		216	
Smartie tubes	-		80	
Hustings	120		-	
Prom	8,134		-	
Quiz night	1,032		991	
Cricket bash	240		232	
An Evening with Richard Hill MBE	-		1,916	
Wine tasting	-		46	
Theatre performance	1,592		1,309	
Christmas fayre	3,277		2,282	
1000 Club	485		1,291	
Independent examiner's fee	390		390	
Paypal fees	394		193	
Miscellaneous	<u>512</u>		<u>202</u>	
		<u>22,212</u>		<u>24,711</u>
NET INCOME / (EXPENDITURE)		<u>£ 10,400</u>		<u>£ 7,856</u>

This page does not form part of the statutory financial statements

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION**

I report to the charity trustees on my examination of the accounts of Bishop Wordsworth's School Parents' Association for the year ended 31 July 2024, which are set out on pages 2 to 10.

Responsibilities and basis of report

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 charity's accounts carried out under section 145 of the 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) Regulation 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.

N D Jones FCCA
Fawcetts LLP
Chartered Accountants
Windover House
St Ann Street
Salisbury
SP1 2DR

Date: 28 November 2024