

## Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	09	2021		31	08	2022

### Section A

### Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

#### 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	John Cox			
2	David Sullivan			
3	Tracy Self			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
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)**

--

## 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)

Election

**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.

--

## Section C Objectives and activities

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

To advance the education of the students in the school.

**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)**

Fund raising for the school

In ensuring that the charity's activities undertaken in meeting its objectives have been carried out for the public benefit the trustees have had regard to the Charity Commission's guidance in this area. They are satisfied that all the services delivered are consistent with, and contribute to, the charity's objectives.

**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

Income amounted to £32,545 in this financial year (2021: £16,160, 2020: £22,608), an increase on the previous two years which had been impacted by the COVID pandemic. Expenditure amounted to £27,403 (2021: £15,673, 2020: £23,305).

The majority of income and expenditure came from School Uniform sales (income £8,859, expenses £8,304), giving a net income of £555. Other events raising income (net) included Christmas Cards (£337), Mother's Day (£391), Discos (£1,348), Summer Fair (£1,927), Fireworks / Winter Wonderland (£2,413), Christmas Gifts (£560), Father's Day (£280), Raffles / Storytime (£287).

The total funds carried forward at 31<sup>st</sup> August 2022 stood at £19,471 (2021: £14,329, 2020: £13,842).

The PTA were able to contribute towards the following during the year:-

- Christmas selection boxes
- Easter eggs
- Sports Day prizes
- Year Group trips
- Yr6 Leavers Year Books
- Yr6 Prom
- Yr6 residential / activity weekend

Hampton Primary School has a strong PTA with enthusiastic members who are all here for the same purpose; to raise as much money as possible for the school and its pupils, help to raise the profile of the school in the community and provide some fun for the children along the way.

## Section E Financial review

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

The charity retains sufficient funds as working capital and donates the balance to the school. The funds are kept in bank accounts.

**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.

## 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**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Andrew Sharp	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>		



The Friends of Hampton School Association			Charity No (if any)		CC17a
Annual accounts for the period					
Period start date	01/09/2021	To	Period end date	31/08/2022	

## Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	S01	Restricted			Total this year £	Total last year £
			Unrestricted funds £	Income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
Incoming resources from generated funds			-	-	-	-	-
Voluntary income		S01	-	-	-	-	-
Activities for generating funds		S02	32,545	-	-	32,545	16,160
Investment income		S03	-	-	-	-	-
Incoming resources from charitable activities		S04	-	-	-	-	-
Other incoming resources		S05	-	-	-	-	-
<b>Total incoming resources</b>		S06	32,545	-	-	32,545	16,160
<b>Resources expended (Notes 4-8)</b>							
Costs of Generating Funds			-	-	-	-	-
Costs of generating voluntary income		S07	-	-	-	-	-
Fundraising trading costs		S08	-	-	-	-	-
Investment management costs		S09	-	-	-	-	-
Charitable activities		S10	27,403	-	-	27,403	15,673
Governance costs		S11	-	-	-	-	-
Other resources expended		S12	-	-	-	-	-
<b>Total resources expended</b>		S13	27,403	-	-	27,403	15,673
<b>Net incoming/(outgoing) resources before transfers</b>		S14	5,142	-	-	5,142	487
<b>Gross transfers between funds</b>		S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	5,142	-	-	5,142	487
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>		S19	5,142	-	-	5,142	487
<b>Total funds brought forward</b>		S20	14,329	-	-	14,329	13,842
<b>Total funds carried forward</b>		S21	19,471	-	-	19,471	14,329

## Section B Balance sheet

	Note	Unrestricted funds £ F01	Restricted Income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	-	-	-	-	-
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
<b>Total fixed assets</b>	B04	-	-	-	-	-
<b>Current assets</b>						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	-	-	-	-	-
(Short term) Investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	19,471	-	-	19,471	14,329
<b>Total current assets</b>	B09	19,471	-	-	19,471	14,329
<b>Creditors: amounts falling due within one year</b> (Note 12)	B10	-	-	-	-	-
<b>Net current assets/(liabilities)</b>	B11	19,471	-	-	19,471	14,329
<b>Total assets less current liabilities</b>	B12	19,471	-	-	19,471	14,329
<b>Creditors: amounts falling due after one year</b> (Note 12)	B13	-	-	-	-	-
<b>Provisions for liabilities and charges</b>	B14	-	-	-	-	-
<b>Net assets</b>	B15	19,471	-	-	19,471	14,329
<b>Funds of the Charity</b>						
Unrestricted funds	B16	19,471			19,471	14,329
	B17	-			-	-
Restricted Income funds (Note 13)	B18		-		-	-
Endowment funds (Note 13)	B19			-	-	-
<b>Total funds</b>	B20	19,471	-	-	19,471	14,329
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval		

## **The Friends of Hampton School Association**

### **NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 August 2022**

#### **1. ACCOUNTING POLICIES**

The financial statements have been prepared under the historical cost convention as modified by the revaluation of certain assets in accordance with the Companies Act 2006 and Statement of Recommended Practice: Accounting and Reporting by Charities 2014.

##### **Financial Reporting Standard Number 1**

Exemption has been taken from preparing a cash flow statement on the grounds that the charity qualifies as a small charity.

##### **Turnover**

Turnover represents income received from fund raising events.

##### **Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Fund raising income is included when received;
- Investment income is included when receivable.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with both the costs of attracting the income and those of providing the facilities to generate the income.
- 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 necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.



The Friends of Hampton School Association

NOTES TO THE FINANCIAL STATEMENTS  
for the Year Ended 31 August 2022

2. Total Resources Expended

	Core	Governance	2022 Total	2021 Total
	£	£	£	£
<b>Costs directly allocated to activities</b>				
Grants to school	27,103	-	27,103	15,482
Fund raising costs	-	-	-	-
<b>Support costs allocated to activities</b>				
Subscription	128	-	128	143
Bank charges	-	-	-	48
Other	172	-	172	-
<b>Total resources expended</b>	<b>27,403</b>	<b>-</b>	<b>27,403</b>	<b>15,673</b>

**The Friends of Hampton School Association**

**NOTES TO THE FINANCIAL STATEMENTS  
for the Year Ended 31 August 2022**

**3. INVESTMENT INCOME**

	<b>31.8.22</b>	<b>31.8.21</b>
	<b>£</b>	<b>£</b>
Deposit account interest	<u>-</u>	<u>-</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 August 2022 nor for the year ended 31 August 2021.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 August 2022 nor for the year ended 31 August 2021.

**5. TAXATION**

As a charity, The Friends of Hampton School Association is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

**Independent Examiner's Report To The Members Of  
The Friend of Hampton School Association**

We report on the accounts of the Association for the year ended 31 August 2022.

**Respective responsibilities of trustees and 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 2011 Act) and that an independent examination is needed.

It is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

**Basis of independent examiner's report**

Our 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. Due to the nature of the sources of income of the Association, it has not been possible to vouch the income. Each entry has, however, been verified to the bank account. An improved way of recording the income has been suggested. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 our examination, no matter has come to our attention:

(1) which gives us reasonable cause to believe that in any material respect the requirements:


- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Hilary Adams Ltd  
Chartered Accountants  
158 High Street  
Herne Bay  
Kent  
CT6 5NP

Date: .....  .....