



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	09	2022		31	08	2023

## Section A Reference and administration details

Charity name	FERN HILL PRIMARY SCHOOL PARENTS STAFF ASSOCIATION
Other names charity is known by	FERNHILL PSA
Registered charity number (if any)	1084661
Charity's principal address	Fern Hill Primary School Richmond Road Kingston upon Thames Postcode KT2 5RS

### 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 O'Reilly	Trustee	Active 03.10.19	
2	Angelika Alani	Trustee	Active 14.10.2020	
3	Catherine Walkden	Chair	Active 17.09.2021	
4				

### 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 ADOPTED 14 <sup>TH</sup> MAY 1999
How the charity is constituted	Association

(eg. trust, association, company)

Trustee selection methods  
(eg. appointed by, elected by)

Appointed

### 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 PUPILS AT FERN HILL PRIMARY SCHOOL.

TO FURTHER THE EDUCATION OF PRIMARY SCHOOL PUPILS BY VARIOUS MEANS INCLUDING:  
1 DEVELOPING RELATIONSHIPS BETWEEN STAFF, PARENTS AND OTHERS ASSOCIATED WITH THE SCHOOL.  
2 PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES AND ITEMS FOR EDUCATION AT THE SCHOOL WHICH ARE NOT PROVIDED OUT OF STATUTORY FUNDS.

Fern Hill PSA is a group of parents and staff volunteers. This group raises money for the school by running a varied programme of events throughout the school year.

Fern Hill PSA holds regular committee meetings at which staff, parents and others associated with the school are always welcome to participate.

**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)**

**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.

**Summary of the main achievements of the charity during the year**

Fern Hill PSA had another highly successful year raising a £45,643 from various fundraising events. Which was even more than last, which was our first year with full event schedule after Covid.

Particularly successful were the Summer Fair and the Xmas Events.

The PSA was able to put those funds to good use and funded school improvements worth £35,423. The main project was a set of wall wraps for the main corridors in school. Those aren't just decorative but teach children about the world and literature. The PSA also purchased new table tennis tables, planters for growing vegetables and of course books.

## Section E

## Financial review

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

The Association may set aside funds for special purposes or as a reserve against future expenditure.

**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)	Angelika Alani	
Position (eg Secretary, Chair, etc)	Trustee	
Date	17/06/2023	

**Fern Hill Primary School Parents Staff Association**

Income and Expenditure account

For year ended 31st August 2023

	Notes	£
<b>Income</b>		
Event income	1	36,118.25
Other income	2	9,525.17
<b>Total income</b>		<u>45,643.42</u>
<b>Expenditure</b>		
Event expenses	1	(15,176.19)
School purchases funded	3	(35,422.78)
Other expenditure	4	(1,211.32)
<b>Total expenditure</b>		<u>(51,810.29)</u>
<b>Net surplus / (deficit) for the year</b>		<u>(6,166.87)</u>

**Fern Hill Primary School Parents Staff Association**

Closing Balance Sheet

As at 31st August 2023

	Notes	£
<b>Assets</b>		
Cash in hand		121.00
Bank Current Account		17,346.25
Bank Deposit Account		3,220.44
		<u>20,687.69</u>
<b>Net Assets</b>		<u>20,687.69</u>
<b>Reserves</b>	5	20,687.69
<b>Total Reserves</b>		<u>20,687.69</u>

Fern Hill Primary School Parents Staff Association  
Registered Charity No 1084661

**Fern Hill Primary School Parents Staff Association**  
**Notes to the Accounts**  
**For year ended 31st August 2023**

**Note 1**

Fern Hill PSA led events in school	Event Income £	Event Expenses £	Net £
Fireworks night	7,004.68	(3,537.32)	3,467.36
Christmas events	5,125.04	(628.11)	4,496.93
Bounce for Books	3,468.13	(156.99)	3,311.14
Dragon boat race	1,397.74	0.00	1,397.74
Family breakfasts and teddy bear picnic	477.69	(686.77)	(209.08)
Easter events and comedy night	4,034.15	(1,902.24)	2,131.91
Uniform sales	936.63	0.00	936.63
Summer fair	13,182.28	(8,233.26)	4,949.02
Quiz night	491.91	(31.50)	460.41
	<u>36,118.25</u>	<u>(15,176.19)</u>	<u>20,942.06</u>

**Note 2**

Other income	£
June 22 summer raffle paid in Sept 22	2,011.50
Petty cash income not yet banked	122.00
Gift Aid recovery	0.00
Easy fundraising	1,120.68
Clothes recycling	222.00
Amazon Smile	1,108.03
Sundry income	231.99
Bank interest	32.72
Cake sale income	3,509.64
Book fair income	<u>1,166.61</u>
	<u>9,525.17</u>

**Note 3**

School purchases funded in year	£
Christmas pantomime and parties	(2,389.00)
Book purchases	(3,620.48)
House signs for large hall	(4,734.00)
Table tennis	(2,953.05)
Corridor wall wraps	(12,200.00)
Planters	(4,850.00)
Book fair income paid to trust	(1,166.61)
Cake sale income paid to trust	<u>(3,509.64)</u>
	<u>(35,422.78)</u>

**Note 4**

Other expenditure	£
Sundry	(136.92)
Bank Charges	(129.96)
Subscriptions and licences	(224.44)
Firework deposit (For November 23 event)	<u>(720.00)</u>
	<u>(1,211.32)</u>

Fern Hill Primary School Parents Staff Association  
Registered Charity No 1084661

**Note 5**

Reserves	Unrestricted £	Restricted (Bounce for Books) £	Total £
As at 31 August 2022	23,995.21	3,666.17	27,661.38
Surplus/(deficit) for year	(5,857.53)	(309.34)	(6,166.87)
Petty cash adjustment	(806.82)		(806.82) *
As at 31 August 2023	<u>17,330.86</u>	<u>3,356.83</u>	<u>20,687.69</u>

\*Cash income received and accounted for in 21/22 recycled to current account in 22/23



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
FERN HILL PRIMARY SCHOOL PARENT  
STAFF ASSOCIATION

On accounts for the year  
ended

31 August 2023

Charity no  
(if any)

1084661

Set out on pages

1&2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2023.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

10/06/2024

Name:

JENNIFER EGGLESTON

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

FCA, BFP (ICAEW)

Address:

18 Latchmere Road, KT2 5TW



Only complete if the examiner needs to highlight 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.**

NONE