

Charity Annual Report & Independent Examination Report

Charity Name: Down Hall Primary School Parent and Teachers Association

Financial Year End: 31st August 2025

1. Charity Information

- **Charity Number:** 1086520
- **Principal Address:** Down Hall Primary School, Brooklyn Drive, Rayleigh, SS6 9LW
- **Trustees During the Year:** Alison Stone, Lauren Haxell, Natalie Tucker
- **Independent Examiner:** Louise Kemp

2. Trustees' Annual Report

- Objectives and Activities

To raise funds for the PTA of Down Hall Primary School to then provide support, activities and improve school facilities for the benefit of the pupils.

- Achievements and Performance

During the year the PTA organized fundraising activities including (but not limited to) two summer fetes, Christmas Bazaar & Grotto, Movie Night, Disco, Mothers & Father's day sales and supporting the school Sports day.

- Financial Review

Total income for the year was £29,751 and total expenditure was £22,501, resulting in a surplus of £7,250. The charity remains in a stable financial position.

- Reserves Policy

The trustees aim to retain sufficient unrestricted reserves to cover future projects.

- Public Benefit Statement

The trustees confirm that they have referred to the Charity Commission guidance on public benefit when reviewing the charity's aims and objectives and planning future activities.

3. Receipts and Payments Accounts

Description	Current Year (£)
Donations	£1,600
Grants	£0
Fundraising Income	£28,151
Other Income	£0
Total Receipts	£29,751
Charitable Activities	£22,339

Administration Costs	£0
Insurance	£162
Bank Charges	£0
Other Expenses	£0
Total Payments	£22,501
Net Surplus / (Deficit)	£7,250
Bank Balance at Start of Year	£16,683
Bank Balance at End of Year	£23,933

4. Notes to the Accounts

- Basis of accounting

The accounts are prepared primarily on a receipts and payments basis, adjusted where necessary to match material fundraising event income and expenditure

- Restricted funds

There were no restricted funds during the year

- Trustee payments or expenses

No trustees received remuneration or expenses during the year

- Related party transactions

All fundraising activities were undertaken by volunteers.

5. Independent Examiner's Report

Independent Examiner's Report to the Trustees of Down Hall Primary School Parent and Teachers Association

I report on the accounts of the charity for the year ended 31st August 2025, which are set out on in the attached document.

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 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011;
- follow the procedures laid down in the General Directions given by the Charity Commission; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report:

My examination was carried out in accordance with the General Directions given by the Charity Commission.

Independent examiner's statement:

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records and prepare accounts have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *Louise Kemp*

Name: Louise Kemp

Qualification (if any): AAT Qualified

Address: 3 Truro Crescent, Rayleigh, Essex SS6 9RU

Date: 17th May 2026