

# FRIENDS OF LECKHAMPTON PRIMARY SCHOOL PTA

England & Wales · Charity number 1088142

## Details

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**Other names** FOLPS

**Status** Registered

**Legal form** Other

**Registered** 2001-08-21

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Leckhampton Primary School  
Hall Road  
Cheltenham  
GL53 0HP

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## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF PUPILS IN THE SCHOOL IN PARTICULAR BY1. DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN THE STAFF PARENTS AND OTHERS ASSOCIATED WITH THE SCHOOL;2. ENGAGING IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS;

**Activities:** To advance the education of pupils in the school by:Developing effective relationships between staff, parents and others associated with the schoolEngaging in activities or providing facilities or equipment which support the school and advance the education of the pupils

## Classification

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- **How:** Makes Grants To Organisations, Provides Human Resources
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE LECKHAMPTON C E PRIMARY SCHOOL
- Gloucestershire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£37,050	£38,071	-	-
2024-08-31	£29,693	£30,893	-	-
2023-08-31	£22,905	£29,042	-	-
2022-08-31	£22,905	£29,042	-	-
2021-08-31	£17,986	£13,456	-	-

## Trustees

Name	Role	Appointed
Clara Jackson		2021-09-21
Daisy Alison Lawson		2023-09-01
Daniel Dickens		2021-09-01
Hester Cole		2022-09-01
Kate West		2022-09-01
Lyndsey Treharne		2019-09-25
Richard Johnes		2021-09-21
Stewart Mowbray		2021-09-21

**FRIENDS OF LECKHAMPTON PRIMARY SCHOOL PTA**

England & Wales - Charity number 1088142

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# Accounts

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# ANNUAL REPORT 2024-25

## Friends of Leckhampton Primary School PTA Annual Trustee Report 2024-25

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Contact: [chair@folps.com](mailto:chair@folps.com)

Registered Charity Number: 1088142

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# Introduction

## Charity Overview

The object of Friends of Leckhampton Primary School PTA or FoLPS, is to advance the education of pupils in the school in particular by:

- Developing effective relationships between the staff, parents and others associated with the school
- Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

FoLPS is a registered charity, run by volunteer trustees and committee members, working in partnership with the school community.

## Purpose of the Report

This Annual Trustee Report has been prepared in accordance with the requirements of the Charity Commission. Its purpose is to provide transparency about the charity's activities, governance and financial performance during the previous academic year.

The report also serves to thank the many parents, carers, staff and community supporters whose time, energy and contributions make our work possible.

***Each year we continue to exceed expectations and beat our financial targets. This is money which goes straight back into the School to support the education of the children.***

## Looking Ahead

As we look forward to the coming year, FoLPS remains committed to supporting Leckhampton Primary School and enhancing the experience of every pupil. Our priorities include:

- Funding key school projects - working closely with staff to identify resources and opportunities that will make a lasting difference to pupils' learning and wellbeing
- Building our volunteer base - encouraging more parents and carers to get involved so that events can continue to thrive and new ideas can be explored
- Expanding community events - running activities that not only raise funds but also strengthen the sense of connection among families, staff, and the wider community

- Exploring new fundraising opportunities - adapting to changing circumstances and finding fresh, creative ways to generate income.

FoLPS is only as strong as its community, and every contribution of time, energy, or support helps us to achieve more for the children. We look forward to another year of working together to make a real difference.

**Richard Johnes & Clara Jackson**

**FoLPS Co-Chairs**

**September 2025**

# Achievements & Performance

During the year, FoLPS organised a range of fundraising and community events. These included:

- Summer and Christmas fairs
- School Shop
- Children's year discos
- Quizzes and Bingo Nights
- Raffles
- Christmas activities
- Lido Splash
- World Book Day Sale

Highlights include:

- Raising an incredible £6,695 profit from the Summer Fair
- Over £8k of funding towards new books, PE kit and equipment
- £17k spent supporting enrichment activities such as school trips and wellbeing resources
- Building stronger community links between parents, carers, and staff through joint volunteering at our larger events.
- 

**Budget 2024-25** as set at Sept 2024 AGM

Item #	Budgeted Expenses	Budgeted Amount 2024/25	Paid 2024/25
1	School Trip Subsidy	£6,300.00	£4,905.00
2	Bikeability (Year 6 & 5)	£1,600.00	£729.00
3	Forest School	£0.00	£715.36
4	Year 6 Disco	£200.00	£200.00
5	Year 6 Year Book	£1,050.00	£1,047.18
6	Recorders	£400.00	£0.00
7	Year 6 Residential Trip	£7,500.00	£7,500.00
8	Calm Zone and IQuad Funding	£600.00	£600.00
9	School PE Fund	£500.00	£500.00
10	Book Fund	£4,000.00	£0.00
11	Book Fund 23/24	£4,000.00	£4,856.94
12	School Flexi Fund	£3,000.00	£3,148.20
13	Staff Pizza	£0.00	£250.00
14	Young Voices Coach	£0.00	£2,430.00
<b>TOTAL</b>		<b>£29,150.00</b>	<b>£26,881.68</b>

# Financial Statements

## Financial Challenges & Successes

FoLPS has continued to go from strength to strength. The Trustees have worked closely with the School Leadership Team throughout the year to identify opportunities to support pupils and contribute to school resources. We are delighted that in 2024/25 FoLPS was able to spend more money than in previous years, ensuring that fundraising efforts are directly benefitting the children. A continuing challenge, however, is the level of reserves currently held. While this reflects the generosity of the school community and the success of fundraising, it also means that we did not fully spend the budget we had allocated for the year. The Trustees are committed to working with the school to ensure that future spending plans are realistic, sustainable, and make the best possible use of the funds entrusted to us.

### Statement of Financial Activities Annual Report and Accounts Year Ended 31<sup>st</sup> August 2025

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
<b>Income</b>				
Donations		328	328	1,028
Activities Income	36,072		36,072	26,900
Other Income	650		650	1,765
<b>Total Income</b>	<b>36,722</b>	<b>328</b>	<b>37,050</b>	<b>29,693</b>
<b>Expenditure</b>				
Raising Funds				
Charitable Activities	38,071		38,071	30,894
<b>Total Expenditure</b>	<b>38,071</b>	<b>0</b>	<b>38,071</b>	<b>30,894</b>
<b>Net Income (Expenditure)</b>	<b>-1,349</b>	<b>328</b>	<b>-1,021</b>	<b>-1,201</b>
<b>Reconciliation of Funds</b>				
Total Funds b/fwd				24,874
<b>Total Funds c/fwd</b>				<b>23,853</b>

**Balance Sheet**  
Annual Report and Accounts  
Year Ended 31<sup>st</sup> August 2025

		2025 £		2024 £
<b>Fixed Assets</b>				
Tangible Assets	0		0	
<b>Current Assets</b>				
Debtors	0		0	
Bank Account	23,853		24,874	
<b>Total Current Assets</b>	<b>23,853</b>		<b>24,874</b>	
<b>Liabilities</b>				
Creditors due within one year		0		0
<b>Net Current Assets</b>	<b>23,853</b>		<b>24,874</b>	
<b>Net Assets</b>	<b>23,853</b>		<b>23,853</b>	
<b>The Funds of the Chariry</b>				
Unrestricted Funds	23,853		24,874	
Restricted Funds				
<b>Total Funds c/fwd</b>	<b>23,853</b>		<b>24,874</b>	

### Charity Savings

At the start of the 2024/25 academic year FoLPS opened two savings accounts to improve the income available from these reserves. These accounts are broken down below:

#### *Commercial Instant Access Account:*

1<sup>st</sup> Sept 2024 Starting Balance - £10,000

Interest Earnings - £67.77

Balance as of 31<sup>st</sup> Aug 2025 - £10,067.77

#### *Commercial Deposit Account:*

1<sup>st</sup> Sept 2024 Starting Balance - £10,000

Interest Earnings - £243.37

Balance as of 31<sup>st</sup> Aug 2025 - £10,243.37

## Independent Examination

During the year, the Trustees recognised that FoLPS had exceeded the £25,000 income threshold set by the Charity Commission, which requires an independent examination of the charity's accounts. This was a new compliance requirement for the Trustees, and we have worked to ensure that the charity meets its obligations in full.

Sourcing a suitable independent examiner who has no links to the school or the Trustees proved challenging. However, we are pleased to confirm that B2B Accountancy have now been appointed to conduct an independent examination of the past three years' accounts.

This work is scheduled to be completed by the end of September 2025. Once finalised, the examined accounts will be submitted to the Charity Commission and made publicly available through both their website and our own communication channels.

The Trustees are committed to ensuring that the charity continues to comply fully with all statutory requirements going forward.

# Governance And Structure

## Trustees

The charity is managed by a board of trustees, supported by committee members and volunteers. The trustees during the year were:

- Richard Johnes, Chair
- Clara Jackson, Co-Chair
- Dan Dickens, Treasurer
- Lyndsey Treharne
- Kate West
- Hester Cole
- Stewart Mowbray

## Governance Structure

FoLPS is constituted as a registered charity and operates according to its governing document (constitution). Trustees and committee officer posts as laid out by the constitution are elected annually at the AGM.

## Meetings

Trustees and committee members meet regularly throughout the year to plan events, manage finances, and ensure good governance.

## Policy

The charity has adopted policies covering:

- Financial management and reserves
- Safeguarding
- Risk management
- Complaints
- Volunteering
- Equal Opportunities
- Conflict of Interest

## Contingent Liabilities

At the time of reporting, there are no known contingent liabilities

## Points to Take Away

- FoLPS is financially stable
- Continued volunteer support remains vital
- Activities continue to have a direct, positive impact on pupils.

*“FoLPS continues to grow. To sustain this success, we need more volunteers – every contribution of time, no matter how small, makes a difference.”*

# Future Plans

Looking ahead to 2025/26, FoLPS aims to:

- Continue funding resources and activities that enrich pupils' learning
- Explore new fundraising opportunities and community events
- Strengthen volunteer engagement by encouraging more parents and carers to get involved
- Ease the financial pressures on families by continuing to subsidise school trips
- Support the school in delivering key projects as highlighted by the School Leadership team.

# Acknowledgements

The trustees would like to thank:

- The parents, carers, and wider school community for their generous support
- The staff of Leckhampton Primary School for their cooperation and encouragement
- The volunteers and committee members who give their time and energy to make events possible
- Local businesses and sponsors who have contributed prizes, funding, or services.

Together, we are helping to create a stronger, more vibrant school community for all pupils.

# Financial Statements

## Financial Challenges & Successes

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## Independent Examiners Report

FOR:

**Friends of Leckhampton Primary (PTA)**

Registered Charity Number : 1088142

Financial Year End 31st August 2025

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# Statement of Assurance

My report on the accounts of Friends of Leckhampton Primary School (FoLPS) for the financial year ended 31 August 2025, which have been prepared in accordance with the accounting policies set out in the charity's constitution and the requirements of the Charities Act 2011.

The examination was carried out under Section 145 of the Charities Act 2011.

The work was planned and performed so as to provide all the information and explanations necessary to give reasonable assurance that the accounts are free from material misstatement.

In the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the accounting requirements of the Charities Act 2011 have not been met;

In my opinion, the financial statements present a true and fair view of the charity's affairs and are properly prepared in accordance with the Charities Act 2011 and relevant UK guidance for small charities.

It is very apparent that the charity is prospering, demonstrating strong community engagement with sound financial management. The trustees are actively considering continuity planning and implementing practices that enhance the charity's resilience year after year to ensure that Friends of Leckhampton Primary School remains well-positioned to support future generations of pupils and the wider school community.

Signed:

Zoe Harding MAAT  
Independent Examiner  
B2B Accountancy Ltd

Date: 17 October 2025

# Introduction and Scope of Examination

This independent examination has been carried out in accordance with Section 145 of the Charities Act 2011 and the Charity Commission's guidance set out in CC32: Independent Examination of Charity Accounts. The charity under review, Friends of Leckhampton Primary (PTA), is a registered charity established to advance the education of pupils at Leckhampton Primary School by developing effective relationships between staff, parents, and others associated with the school, and by providing additional resources to enhance the learning environment. The purpose of this report is to review and comment on the governance arrangements, financial management, and compliance with statutory and constitutional obligations during the reporting period.

The examination has been conducted on the basis of the charity's accounting records, minutes, and supporting documentation supplied by the trustees and treasurer. It is not a full audit and therefore does not provide the same level of assurance as one. Instead, the independent examiner's role is to consider whether any material matters have come to their attention which might suggest that accounting records have not been kept properly, or that the accounts do not comply with the requirements of the Charities Act 2011. The scope also includes an assessment of the systems in place for financial governance and the degree to which the charity's activities align with its stated charitable objectives.

In undertaking this examination, reference has been made to the charity's governing document, the Charity Commission's Statement of Recommended Practice (SORP) for Charities (FRS 102), and best practice guidance for Parent Teacher Associations. The review also considers whether the trustees have acted in accordance with their legal duties under charity law, particularly with regard to safeguarding assets, managing funds prudently, and ensuring that all activities directly or indirectly further the charity's educational objectives.

The findings of this examination provide assurance to stakeholders, including the trustees and supporters of Friends of Leckhampton Primary, that appropriate governance and financial oversight are in place to sustain the charity's good work within the local community.

# Governance and Oversight

This report has been prepared for the Chairman and Committee of Friends of Leckhampton Primary School (FoLPS) in my capacity as Independent Examiner. It is based on the financial statements, Treasurer's Report, and supporting event schedules for the financial year ended 31 August 2025.

Friends of Leckhampton Primary School (FoLPS) continues to operate as a registered charity under its stated charitable objects:

**'To advance the education of pupils at Leckhampton Primary School by developing effective relationships between the parents, and others associated with the school, and by engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.'**

The committee has met its obligations for governance under Charity Commission guidance (CC3). The organisation maintains appropriate financial controls, dual-authorised banking arrangements, and transparent record-keeping across all fundraising and expenditure activities.

FoLPS continues to meet the Charity Commission's standards of good governance by ensuring:

- Regular, minuted committee meetings.
- Dual sign-off for all banking transactions.
- Clear, auditable event accounting.

The charity's accounts have been independently reviewed with no material issues identified.

# Financial Performance Summary (FY 2024–25)

The financial records demonstrate a productive and well-managed year, with a wide range of events contributing to fundraising outcomes.

Total income for 2024–25 amounted to £37,050.44, while total expenditure was £38,072.06, resulting in a net deficit of £1,021.62. The small overall deficit arose due to an increase in the school donation this year.

## Key Income-Generating Activities

Event	Income	Expenditure	Net Profit
Summer Fair and Raffle	£12,711.13	£4,173.56	£8,537.57
Christmas Events & Raffle	£10,036.58	£2,972.57	£7,064.01
Quiz Nights x 2	£4,142.00	£1,649.55	£2,492.45
Lido Splash	£2,086.50	£928.02	£1,158.48
Sports Day Drinks	£913.48	£261.37	£652.11
School Shop	£1,726.25	£187.46	£1,538.79
Bag2School	£54.00	£0.00	£54.00
School Discos x 2	£3,078.85	£80.16	£2,998.69
Bingo	£1,100.00	£555.76	£544.24
World Day Book Sale	£123.80	£1.03	£122.77
Years 6 BBQ and Books	£	£1,171.43	(£1,171.43)
Other Income/Expenses	£1,077.85	£256.65	£821.20
School Contribution	N/a	£25,834.50	(£25,834.50)
<b>Total</b>	<b>£37,050.44</b>	<b>£38,072.06</b>	<b>(£1,021.62)</b>

# Application of Funds to Charitable Objectives and Vision

FoLPS contributed £25,834.50 in direct financial support to Leckhampton Primary School and local education services.

This included:

## Year 6 Activities

- |   |        |
|---|--------|
| • Year 6 Residential Trip (Isle of Wight) | £7,500 |
| • Year 5&6 Bikeability                    | £729   |
| • Year 6 Yearbooks                        | £1,047 |
| • Year 6 Disco                            | £200   |

## School Trips

- |  |        |
|--|--------|
| • Young Voices Coach Transport           | £2,430 |
| • School Trip Subsidies (£300 per class) | £4,905 |

## Other Events and Educational Support

- |   |        |
|---|--------|
| • Completion of 2023/24 Book Fund                             | £4,857 |
| • School Flexi Fund (resources, gazebos, lunchtime materials) | £3,148 |
| • Calm Zone and iQuad support                                 | £600   |
| • Staff Appreciation Event (Pizza Lunch)                      | £250   |

These funds have directly enhanced the educational and wellbeing opportunities available to pupils and contributed towards the school and their employees.

Priorities for the upcoming year include:-

1. Rebuilding reserves through continued successful fundraising. Expanding community engagement via flagship events (Christmas and Summer Fairs)
2. supporting further educational enrichment projects such as STEM resources, library updates, and playground improvements.

# Treasurer's Controls and Financial Stewardship

The Treasurer has discharged duties responsibly and in full compliance with charity law.

Key controls evidenced include:

- Maintaining accurate and detailed accounts, recording income and expenses for each event.
- Reconciling all transactions through SumUp and BACS payments with dual authorisation.
- Comprehensive, event-level financial records and reconciliations for AGM review.

Bank reconciliation and supporting documentation demonstrate clear oversight and prudence.

At year end 31 August 2025, available funds and reserves were sufficient to maintain operations and planned commitments for FY 2025–26, ensuring the charity's financial stability.

# Conclusion and Recommendations

FoLPS continues to be a well-governed, transparent, and community-driven charity. Trustees and volunteers have effectively managed both operational and strategic responsibilities.

The financial performance in 2024-25 reflects strong community engagement and a willingness by all to benefit pupils of Leckhampton Primary School to the furtherance of their education with reward and recognition.

It is recommended that the committee:

1. Maintain current high standards of event reconciliation and documentation.
  2. Review reserve policy annually to ensure sustainable levels of working capital.
  3. Revisit and confirm the charity's objectives at each AGM to ensure ongoing compliance with the Charity Commission register.
  4. Continue exploring new income streams to diversify fundraising sources and support the budgeted commitments in 2025-2026.
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**FRIENDS OF LECKHAMPTON PRIMARY SCHOOL PTA**

England & Wales - Charity number 1088142

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# Accounts

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**Friends of Leckhampton Primary Schools PTA**

**Annual Report and Accounts**

**Year Ended 31st August 2024**

**Friends of Leckhampton Primary Schools PTA**

**Annual Report and Accounts**

**Year Ended 31st August 2024**

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2. Trustees Annual Report
3. Reference and Administration
4. Statement of Financial Activities
5. Balance Sheet
6. Trustee Remuneration and Expenses

# **Friends of Leckhampton Primary Schools PTA**

## **Annual Report and Accounts**

**Year Ended 31st August 2024**

### **OBJECTIVES**

To advance the education of pupils in the school in particular by

1. Developing effective relationships between the staff and parents and others associated with the school.
2. Engaging in activities of or providing facilities or equipment which support the school and advance the education of the pupils.

### **ACHIEVEMENTS**

The Friends of Leckhampton Primary School organised several events during this year, their work made a positive impact in the community.

The events included the Lido splash, Christmas Card artwork, new parents welcome event, Christmas fair, Quiz and Fish and Chip night, year 6 leaver night and the ever-popular Summer fair.

# **Friends of Leckhampton Primary Schools PTA**

## **Annual Report and Accounts**

**Year Ended 31st August 2024**

### **TRUSTEE ANNUAL REPORT**

Welcome to the Annual General Meeting.

This report details the work of FoLPS for the period of September 2023 to August 2024.

Clara and myself are in danger of becoming old hands at this now as Co-Chairs of FoLPS; and we've been helped brilliantly throughout the year and at every event by our regular committee members and all the various volunteers and staff who come to the fore, especially at Christmas and Summer.

Both Clara and I offer our heartfelt thanks to the committee for their unwavering commitment to the cause, but more than that the fun and laughter that we have all shared as we all seamlessly talk about 5 different topics at the same time at every committee meeting!

We have been really fortunate to have Miss Porter leading a senior leadership team that wholeheartedly supports our cause, all alongside Mrs East and the administrative staff who deal with our deliveries and varied queries with such patience and understanding! Without these people the PTA would not function as we do. We would like to say a particular thank you to Miss Bird who's constant open and receptive approach to our various suggestions has really helped us to achieve even more this year.

The primary function of the PTA is to raise funds, our fundraising activities will be detailed presently within the Treasurer's report, but I must state that while we continue to exceed our expected annual totals in terms of fundraising, the committee feel that we are now matching this with increasing spend within the school and we look forward to this continuing in the years to come, with a particular focus on supporting the curriculum and the renewal of books and reading materials for all year groups.

Events undertaken this year included the Lido splash, Christmas Card artwork, new parents welcome event, Christmas fair, several Quiz and Fish and Chip nights, school discos, year 6 leaver night and the ever-popular Summer fair.

We also added in the popular Sports Day refreshment and a World Book Day sale to the list and are looking to add new events so we can do something most months, with Bingo being our new addition for 2024/25. We have benefited from a number of amazing sponsors and donations, so thank you so much to all the companies and individuals who have helped this year.

Our fundraising efforts, coupled with other donations, this past year amounted to a fantastic £29.6k, thanks to all those events and contributions I just mentioned. This is a big 3 thousand pound increase on the year before. We have no reason to doubt that we can't continue to

# **Friends of Leckhampton Primary Schools PTA**

## **Annual Report and Accounts**

**Year Ended 31st August 2024**

### **TRUSTEE ANNUAL REPORT (CONT)**

maintain this level of fundraising as year and have set a conservative target of £25k to match our budgeted spend for 2024-25. This leaves us with flexibility throughout the year to help the

school with any particular aspect of school life that they may ask for. More details of which you will hear about in the treasurers report as well.

Clara is particularly pleased that we have a small team of volunteers helping run the school shop but we always need more to help spread the load, so please do reach out to us if you can help with this vital function for all parents and carers within the school.

The committee currently numbers around 10, 6 of whom are formal trustees of the Charity. At this point last year we did fear that our ageing constitution and the dwindling numbers of committee members would put FoLPS future at risk, but thanks to all the new parents from the reception year (our prime recruiting grounds!), our steadfast team from previous reception year parents and an emergency AGM to change the constitution, we are arguably in one of the strongest positions in recent years, both with how many people give up their time and our levels of fund raising.

In closing, a final word of appreciation yet again to the volunteers, staff and everyone involved in making Folps, your PTA, such a success. We certainly look forward to working even more closely with the school this academic year to provide even more funds for the various great ideas that the school staff continue to have.

**Richard and Clara – Co-Chairs of FoLPS**

**Friends of Leckhampton Primary Schools PTA**

**Annual Report and Accounts**

**Year Ended 31st August 2024**

**REFERENCE AND ADMINISTRATION**

Friends of Leckhampton Primary School Trustees

Lyndsey Treharne	Appointed 25th September 2019
Daniel Dickens	Appointed 1st September 2022
Kate West	Appointed 1st September 2022
Hester Cole	Appointed 1st September 2022
Richard Johnes	Appointed 21st September 2022
Clara Jackson	Appointed 21st September 2022
Stewart Mowbray	Appointed 21st September 2022

Governing Document	Constitution adopted 11th July 2001
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Charity Number	1088142
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Charity Principle Address	Leckhampton Primary School Hall Road CHELTENHAM GL53 0HP
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# Friends of Leckhampton Primary Schools PTA

## Annual Report and Accounts

Year Ended 31st August 2024

### STATEMENT OF FINANCIAL ACTIVITIES

Period : Year Ended 31st August 2024

	Note	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
<b>Income</b>					
Donations	1	£ 1,028.00	£ -	£ 1,028.00	£ 528.00
Activities Income	2	£ 26,899.69	£ -	£ 26,899.69	£ 20,854.25
Other Income	3	£ 1,765.60	£ -	£ 1,765.60	£ 1,523.50
<b>Total Income</b>		<b>£ 29,693.29</b>	<b>£ -</b>	<b>£ 29,693.29</b>	<b>£ 22,905.75</b>
<b>Expenditure</b>					
Raising Funds	4	£ -	£ -	£ -	
Charitable Activities	5	-£ 30,893.84	£ -	-£ 30,893.84	-£ 29,042.71
<b>Total Expenditure</b>		<b>-£ 30,893.84</b>	<b>£ -</b>	<b>-£ 30,893.84</b>	<b>-£ 29,042.71</b>
<b>Net Income (Expenditure)</b>		<b>-£ 1,200.55</b>	<b>£ -</b>	<b>-£ 1,200.55</b>	<b>-£ 6,136.96</b>
<b>Reconciliation of Funds</b>					
Total Funds b/fwd	6	£ 27,872.60	£ -	£ 27,872.60	£ 35,542.81
<b>Total Funds c/fwd</b>		<b>£ 26,672.05</b>	<b>£ -</b>	<b>£ 26,672.05</b>	<b>£ 29,405.85</b>

Friends of Leckhampton Primary Schools PTA

Annual Report and Accounts

Year Ended 31st August 2024

**BALANCE SHEET**

Period : Year Ended 31st August 2024

	Note	2024	2023
<b>Fixed Assets</b>			
Tangible Assets	7	£ -	£ -
<b>Fixed Assets</b>			
Debtors	£ -	£ -	
Cash in Bank and in Hand	£ 26,672.05	£ 29,405.85	
<b>Total Current Assets</b>	£ 26,672.05	£ 29,405.85	
<b>Liabilities</b>			
Creditors due within one year	£ -	£ -	
<b>Net Current Assets</b>		£ 26,672.05	£ 29,405.85
<b>Net Assets</b>		£ 26,672.05	£ 29,405.85
<b>The Funds of the Charity</b>	6		
Unrestricted Funds		£ 26,672.05	£ 29,405.85
Restricted Funds			
<b>Total Funds c/fwd</b>		£ 26,672.05	£ 29,405.85

# Friends of Leckhampton Primary Schools PTA

## Annual Report and Accounts

Year Ended 31st August 2024

### TRUSTEE REMUNERATION AND EXPENSES

No trustee was paid for their service as a trustee.

The nature of expenses incurred were for event costs that relate exclusively and are necessary for fulfilling the charity objects.

#### Trustees Expenses Paid

<b>Date:</b>	<b>Trustee:</b>	<b>Expense</b>	<b>£</b>
03/10/2023	Clara Jackson	Welcome Gift	£67.58
03/10/2023	Clara Jackson	Quiz Drinks	£81.00
31/10/2023	Richard Johnes	Event License Fee	£21.00
20/11/2023	Richard Johnes	Lights	£53.99
20/11/2023	Stewart Mowbray	Event Drinks	£130.00
20/11/2023	Hester Cole	Christmas Sweets	£168.87
21/11/2023	Stewart Mowbray	Event Food and Drinks	£333.45
23/11/2023	Richard Johnes	Merchant Card Reader	£39.99
23/11/2023	Kate West	Marquee	£729.00
24/11/2023	Richard Johnes	Merchant Card Reader	£64.80
30/11/2023	Clara Jackson	Santa Gifts	£202.21
30/11/2023	Clara Jackson	Even Food and Drinks	£64.10
05/12/2023	Stewart Mowbray	Christmas Lighting	£44.75
17/04/2024	Clara Jackson	Even Food and Drinks	£63.05
05/06/2024	Stewart Mowbray	Event Food	£402.75
19/06/2024	Richard Johnes	Summer License Fee	£21.00
19/06/2024	Hester Cole	Summer Sweets	£184.29
01/07/2024	Stewart Mowbray	Event Food	£174.29
02/07/2024	Richard Johnes	A4 Stands	£44.98
04/07/2024	Clara Jackson	Event Food and Drinks	£770.00
22/07/2024	Clara Jackson	Event Food	£23.37
22/07/2024	Clara Jackson	Event Food	£54.00
<b>Total Expenses Paid</b>			<b>£3,738.47</b>

Lyndsey Treharne, Daniel Dickens and Kate West received £Nil reimbursement for expenses.

## Independent Examiners Report

FOR:

**Friends of Leckhampton Primary (PTA)**

Registered Charity Number : 1088142

Financial Year End 31st August 2024

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# Statement of Assurance

My report on the accounts of Friends of Leckhampton Primary School (FoLPS) for the financial year ended 31 August 2024, which have been prepared in accordance with the accounting policies set out in the charity's constitution and the requirements of the Charities Act 2011.

The examination was carried out under Section 145 of the Charities Act 2011.

The work was planned and performed so as to provide all the information and explanations necessary to give reasonable assurance that the accounts are free from material misstatement.

In the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the accounting requirements of the Charities Act 2011 have not been met;

In my opinion, the financial statements present a true and fair view of the charity's affairs and are properly prepared in accordance with the Charities Act 2011 and relevant UK guidance for small charities.

Signed:

Zoe Harding MAAT  
Independent Examiner  
B2B Accountancy Ltd

Date: 17 October 2025

# Introduction and Scope of Examination

This independent examination has been carried out in accordance with Section 145 of the Charities Act 2011 and the Charity Commission's guidance set out in CC32: Independent Examination of Charity Accounts. The charity under review, Friends of Leckhampton Primary (PTA), is a registered charity established to advance the education of pupils at Leckhampton Primary School by developing effective relationships between staff, parents, and others associated with the school, and by providing additional resources to enhance the learning environment. The purpose of this report is to review and comment on the governance arrangements, financial management, and compliance with statutory and constitutional obligations during the reporting period.

The examination has been conducted on the basis of the charity's accounting records, minutes, and supporting documentation supplied by the trustees and treasurer. It is not a full audit and therefore does not provide the same level of assurance as one. Instead, the independent examiner's role is to consider whether any material matters have come to their attention which might suggest that accounting records have not been kept properly, or that the accounts do not comply with the requirements of the Charities Act 2011. The scope also includes an assessment of the systems in place for financial governance and the degree to which the charity's activities align with its stated charitable objectives.

In undertaking this examination, reference has been made to the charity's governing document, the Charity Commission's Statement of Recommended Practice (SORP) for Charities (FRS 102), and best practice guidance for Parent Teacher Associations. The review also considers whether the trustees have acted in accordance with their legal duties under charity law, particularly with regard to safeguarding assets, managing funds prudently, and ensuring that all activities directly or indirectly further the charity's educational objectives.

The findings of this examination provide assurance to stakeholders, including the trustees and supporters of Friends of Leckhampton Primary, that appropriate governance and financial oversight are in place to sustain the charity's good work within the local community.

# Governance and Oversight

This report has been prepared for the Chairman and Committee of Friends of Leckhampton Primary School (FoLPS) in my capacity as Independent Examiner. It is based on the financial statements, Treasurer's Report, and supporting event schedules for the financial year ended 31 August 2024.

FoLPS continues to operate under strong governance, consistent with Charity Commission best practice for small charities.

The elected committee which comprises the Chairman, Treasurer, Secretary, and volunteer officers has maintained collective decision-making processes, clear financial authorisation, and transparent recordkeeping. Regular meetings and AGM documentation evidence open communication and accountability.

The committee has demonstrated collaboration with parents, and the wider community, ensuring all activities align with the charity's purpose: advancing the education and welfare of pupils at Leckhampton Primary School.

# Financial Performance Summary (FY 2023–24)

The financial records demonstrate a productive and well-managed year, with a wide range of events contributing to fundraising outcomes.

Total income for 2023–24 amounted to £29,693.29, while total expenditure was £30,893.84, resulting in a net deficit of £1,200.55. The small overall deficit reflects planned charitable disbursements rather than operational loss. Event profitability remained strong, and community engagement via events was high.

## Key Income Generating Activities

Event	Income	Expenditure	Net Profit
Summer Fair and Raffle	£10,131.40	£3,352.26	£6,779.14
Christmas Events, Cards, Gifts & Raffle	£7,590.55	£1,703.55	£5,887.00
Quiz Nights and Schools Discos x2	£5,781.62	£1,767.77	£1,672.35
Lido Splash	£1,960.00	£940.80	£1,019.20
Sports Day Drinks	£622.52	£210.66	£411.86
School Shop	£1,765.60	£24.80	£1,740.80
Bag2School	£277.00	£0.00	£277.00
World Day Book Sale	£90.60	£0.47	£90.13
Donations	£1,028.00	£0.00	£1,028.00
Year 6 Leavers BBQ	£0.00	£77.37	(£77.37)
Other Income/Expenses	£446.00	£1,971.24	(£1,525.24)
School Contribution	N/a	£20,844.92	(£20,844.92)
<b>Total</b>	<b>£29,693.29</b>	<b>£30,893.84</b>	<b>(£1200.55)</b>

Other income and expense items resulted in a net loss of £1,525.24, reflecting one-off equipment purchases and PTA investments such as a new marquee, sponsorship posters for future events.

B2B Accountancy Ltd : Wellington House, 57 Dyer Street, Cirencester, GL7 2PP

Company Number: 09747469 VAT Number:386558345

# Application of Funds to Charitable Objectives

During the year, FoLPS contributed £20,844.92 to Leckhampton Primary School, supporting educational and enrichment initiatives consistent with its charitable aims.

Key funded items included:

- School Trip Subsidies £5,755
- Year 6 Activities (Bikability, Isle of Wight Trip and Music Works Course) £7,447
- Classroom Contribution £6,506
- Sports and PE Equipment £338
- Music and Recorder Resources £798

All distributions were approved by the committee and recorded transparently. The funds directly advanced pupils' educational experiences and well-being, fully meeting FoLPS' charitable purpose.

# Treasurer's Controls and Financial Stewardship

The Treasurer has discharged duties responsibly and in full compliance with charity law.

Key controls evidenced include:

- Maintaining accurate and detailed accounts, recording income and expenses for each event.
- Reconciling all transactions through SumUp and BACS payments with dual authorisation.
- Comprehensive, event-level financial records and reconciliations for AGM review.

Bank reconciliation and supporting documentation demonstrate clear oversight and prudence.

At year end 31 August 2024, available funds and reserves were sufficient to maintain operations and planned commitments for FY 2024–25, ensuring the charity's financial stability.

# Conclusion and Recommendations

FoLPS continues to be a well-governed, transparent, and community-driven charity. Trustees and volunteers have effectively managed both operational and strategic responsibilities.

The financial deficit in FY 2023–24 was planned and represented reinvestment in educational resources.

Recommendations:

It is recommended that the committee:

1. Maintain current high standards of event reconciliation and documentation.
  2. Review reserve policy annually to ensure sustainable levels of working capital.
  3. Revisit and confirm the charity's objectives at each AGM to ensure ongoing compliance with the Charity Commission register.
  4. Continue exploring new income streams to diversify fundraising sources and support the 2024–25 budgeted commitments of £25,150.
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