

***URSULINE PREPARATORY SCHOOL
PARENTS AND FRIENDS ASSOCIATION***

Registered Charity Number 1092472

ANNUAL REPORT AND ACCOUNTS

FOR

YEAR ENDED 31ST AUGUST 2025

Independent Examiner's Report to the Trustees of the Ursuline Preparatory School Parents and Friends Association

I report on the accounts of the above Charity for the year ended 31st August 2025, which are set out on pages 4 to 7.

Respective responsibilities of the trustees and the 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 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 43(3)(a) of the 1993 Act).
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. 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 I do not express an audit opinion on the view given by the accounts.

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 in accordance with section 41 of the 1993 Act; and
 - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act 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.



Name: CORMAC FITZPATRICK

Relevant professional qualification or body:
INSTITUTE OF CHARTERED ACCOUNTANTS IN IRELAND

Address: 1 CLAVERING WAY, SHENFIELD, ESSEX, CM13 1YT

Date:

12/5/2026

Ursuline Preparatory School Parents and Friends Association

Annual report for the year ended 31st August 2025

The Trustees present their report for the year ended 31st August 2025.

The Ursuline Preparatory School Parents and Friends Association (the 'Charity') has been established for many years and is governed by Constitution adopted on 26th February 2002. Its address is 254 Noak Hill Road,

The Trustees who served during the year ended 31st August 2025 were:

Philippa Bell	Co-Chairperson
Helen Christmas	Co-Chairperson
Emily Bridge	Secretary
Katie Da Costa	Co-Treasurer
Nancy Whitehall	Co-Treasurer

The AGM was held in October 2025. New Trustees, if any, shall be elected at the following PFA meeting and will hold office until the next AGM.

The object of the Charity is to advance education of the pupils in the School in particular by:

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

The Charity's main activity is arranging fundraising events for the pupils and/or the parents and friends of the Ursuline Preparatory School. The main event of the year is normally the School Summer Dinner and Dance at which items are auctioned in aid of the Charity.

The Charity is organized as an independent association of parents and friends of the Ursuline Preparatory School.

Ursuline Preparatory School Parents and Friends Association

This year's accounts show a profit from fundraising events of £30,677. (2024:loss £10,526). The main fundraising events organised by the PFA during the 2024/25 academic year were: Dinner and Dance, Wine Night, Fireworks night, Quiz night, sale of second hand school uniform and Christmas bazaar.

The PFA charity funded events held at the school for the pupil's development and enjoyment included Christmas presents and Easter eggs for the children, junior disco, British Food Week and Fun Day. In total, the PFA charitable donations to the school totaled £3,763 including £698 for new play equipment.

The PFA also donated £1,800 to charities not associated with Ursuline Preparatory School (£1,000 GOSH and £800 to SNAP)

The balance sheet as of 31st August 2025 shows unrestricted funds of £40,842 (2024: £10,165).

The Charity's main bankers were Lloyds in Brentwood.

Ursuline Preparatory School Parents and Friends Association

BALANCE SHEET AS AT 31ST AUGUST 2025

	Notes	2025 £	2024 £
CURRENT ASSETS:			
Debtors and Prepayments	6	0	500
Balances at Bank/Building Society		40,864	10,081
Current Account			
Deposit Account			
Cash in hand		29	29
		<u>40,893</u>	<u>10,610</u>
CURRENT LIABILITIES:			
(Payable within one year)			
Creditors and Accruals	7	51	445
Provisions	8	0	0
		<u>51</u>	<u>445</u>
Net Assets		<u>40,842</u>	<u>10,165</u>
Represented by:			
FUNDS			
Unrestricted Income Funds:			
General Purpose Fund		<u>40,842</u>	<u>10,165</u>

Katie Da Costa, Treasurer
12th May 2026
For and on behalf of the Trustees

Ursuline Preparatory School Parents and Friends Association

Notes to the Accounts for the year ended 31st August 2025

1. **Accounting policy** - These accounts have been prepared in accordance with the applicable accounts standards and the Charities SORP (Statement of Recommended Practice: "Accounting by Charities").

2. **Fundraising Events:**

	2025 Cost £	2025 Proceeds £	2025 Net £	2024 Cost £	2024 Proceeds £	2024 Net £
Cauliflower Charity Christmas cards		148	148		158	158
Quiz Night		2037	2037	180	2,170	1,990
Fireworks Night	4,292	4,853	561	5,024	5,606	582
Wine Night	1,350	3,476	2,127	470	2,341	1,871
Christmas Celebration Event	1,771	1,944	173			
Ribbon Sales	37	219	182	38	186	148
Summer Dinner and Dance	9,062	35,026	25,964	8,495	44,928	36,433
Pottery Night	790	1,092	302			
Second Hand Uniform	20	940	920		2,142	2,142
Liberty Calendar	504	1,200	696	490	1,099	609
Christmas bazaar	2,323	3,655	1,332	2,186	3,035	849
	<u>20,149</u>	<u>54,589</u>	<u>34,440</u>	<u>16,883</u>	<u>61,666</u>	<u>44,783</u>

3. **Trustees' Remuneration** - No remuneration was paid or payable for the year to any trustee or to any persons known to be connected with any of them.

4. **Direct Charitable Expenditure** - This consists of either money given to the School to finance the purchase of the items listed or purchases made by the Charity for the benefit of the School.

5. **Sundry costs:**

	2025 £	2024 £
Gifts for the pfa leaving members		
Padlock & Latch for PFA shed		
Urn	0	115
	<u>0</u>	<u>115</u>

Ursuline Preparatory School Parents and Friends Association

Notes to the Accounts for the year ended 31st August 2025

6. Debtors and Prepayments

	2025 £	2024 £
2024 Dinner Dance		
2025 Dinner Dance	0	500
	<u>0</u>	<u>500</u>

7 Creditors and Accruals

	2025 £	2024 £
Deferred Income	51	
Accruals (Car Parking Sign)		445
	<u>51</u>	<u>445</u>

8 Provisions

	2025 £	2024 £
	0	0

