



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From August 1st 2021 to July 31st 2022

Charity name: St Luke's Parents & Friends Association

Charity registration number: 1093284

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <p>St Luke's Parents & Friends Association ("St Luke's PFA") is registered with the Charity Commission (No. 1093284) and adopted the National Confederation of Parent Teacher Associations ("NCPTA") model constitution on 9 July 2002, amended November 2016.</p> <p>The object of St Luke's PFA is to advance the education of pupils in St Luke's Church of England Primary School ("the School"), in particular by developing effective relationships between the staff, 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.</p> |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>The St Luke's Parents and Friends Association (St Luke's PFA) exist to raise money to support the school experience for all pupils at St Luke's C of E Primary school. We do not raise money for any other entity or body, and the only donations we make are for improvement works to St Luke's C of E Primary School.</p> <p>The funds we raise go towards a range of projects initiated at the discretion of the Headteacher. These include projects to materially improve the school environment for the benefit of the children who attend the school; for example the PFA contributed significant funds towards a project to provide a new astroturf surface for an old playground.</p> |

| | | |
|--|-----------|---|
| | | <p>Recently we also contributed money towards friendship benches in the school playground, to enable children who are feeling lonely at school to have somewhere they can sit and talk to friends.</p> <p>We also contribute funds towards hoodies for children leaving the school, and pay for every child in the school to have a festive Christmas lunch together at Xmas.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | <p>We, the former and current Trustees of the St Luke's Parents And Friends Association, confirm that we have followed the guidance issued by the Charity Commission and have operated the charity entirely for the benefit of St Luke's C of E Primary School – thus fulfilling the wider definition of "public benefit".</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|------------------------|----------------|--|
| Policy on grant making | Para 1.38 | <p>The Trustees only make grants to St Luke's C of E Primary School. The Headteacher makes requests for funds at one of our thrice yearly meetings, with all the trustees and class representatives in attendance.</p> <p>The Trustees and Class Reps debate the merits of each request for funding and have an opportunity to question the Headteacher about the costs and benefits of requests for funds. After this, an open vote is held on whether or not to support the request for funding.</p> <p>In addition to this, the PFA supports a few events throughout the year. We fund Christmas lunch for all children at the school, so that the entire school community can eat a special Christmas meal together without regard to cost.</p> <p>The charity also contributes towards the cost of a year-book for children in Year 6 who are graduating from Primary School, and towards the cost of a hoodie for each Year 6 child commemorating their time at St Luke's.</p> |

| | | |
|--|-----------|--|
| Policy on social investment including program related investment | Para 1.38 | n/a |
| Contribution made by volunteers | Para 1.38 | <p>The Charity is run entirely by volunteers, none of whom are paid in any way (either by way of cash payments nor by payments in kind).</p> <p>The PFA currently has six members, three of whom are designated as Trustees of the Charity. Together with the other three PFA committee members, we plan events, delegate tasks to class reps, liaise with the school and work as a team to make our events happen.</p> <p>Class reps (also parent volunteers) then liaise with parents and guardians in the individual classes across the school and recruit more volunteers for different events.</p> <p>The numbers of volunteers at the events varies. For our regular Friday afternoon cake and ice cream sales, we would usually have between 5 and 6 volunteers to sell the cakes. Cakes are donated or made by the parents in each class on a rota, so each class does one cake sale per term.</p> <p>Across the year we run a number of events, which are organised by individual classes, coordinated by the reps.</p> <p>For our larger events like our Summer and Christmas fair, the events are coordinated centrally by the PFA committee and we ask for help from all the reps and as many parents who can spare time to volunteer as possible.</p> |
| Other | | <p>We are totally reliant on the goodwill, time and effort put in by our amazing school community and want to acknowledge the incredible efforts and generosity of our volunteers. Without people's time and energy we wouldn't be able to run the events in the way that we do and we are very grateful to our wonderful helpers for everything they do for the charity.</p> |

Achievements and Performance

| | SORP reference | |
|---|----------------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>In the year 1st August 2021 to 31st July 2022 the PFA made an annual donation to the School of £2500. Most of this was allocated as discretionary spending for the Head Teacher to decide how to allocate (i.e. to help families in need with the cost of school trips, uniforms etc.). £500 of this donation went to fund a special Christmas Dinner before the holidays so every child in the school could eat a traditional Christmas Dinner together, regardless of family income.</p> <p>The PFA also made a donation to the School of £15,000 which went towards the cost of resurfacing the lower playground. Previously, the playground was aging asphalt in poor condition. After the work was done at Easter time, the playground is now covered in a brand new all-weather artificial surface, meaning children can play basketball, football and other games in PE all year round, regardless of the weather.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | Each year we aim to raise as much money as possible for the school to put towards its varying priorities. We are aware that our fundraising is contingent on the wider economic circumstances and factors outside of our control (such as the longer term impact of covid). Given that we are entirely run by volunteers organising events in their spare time, we don't set objectives as such, but strive to do our best given the wider economic circumstances each year. |
| Performance of fundraising activities against objectives set | Para 1.41 | This year we broke all records in terms of monies raised, mainly due to the ticket receipts from the biannual Ball which was held in Pembroke Lodge. Actual revenue after expenses was broadly in line with previous years, bouncing back again to levels of revenue we saw before the Covid pandemic hit. |

| | | |
|---|-----------|---------------------------------|
| Investment performance against objectives | Para 1.41 | The Charity has no investments. |
| Other | | n/a |

Financial Review

| Review of the charity's financial position at the end of the period | Para 1.21 | <p>Total reserves at 31 July 2022 amounted to £20,640 (2021: £20,527).</p> <p>Statement of Financial Activities:</p> <table> <tr> <th></th><th>Note</th><th>2022 Unrestricted funds £</th></tr> <tr> <td>Incoming resources</td><td></td><td></td></tr> <tr> <td>Donations</td><td>1</td><td>1,209</td></tr> <tr> <td>Charitable activities</td><td>2</td><td>28,567</td></tr> <tr> <td>Other</td><td></td><td>2,172</td></tr> <tr> <td>Total</td><td></td><td>31,948</td></tr> <tr> <td>Resources expended</td><td></td><td></td></tr> <tr> <td>Raising funds</td><td>2</td><td>13,766</td></tr> <tr> <td>Charitable activities</td><td>2</td><td>17,500</td></tr> <tr> <td>Other</td><td>4</td><td>569</td></tr> <tr> <td>Total</td><td></td><td>31,835</td></tr> <tr> <td>Net income and net movement in funds</td><td></td><td>113</td></tr> <tr> <td>Reconciliation of funds</td><td></td><td></td></tr> <tr> <td>Total funds at 1 August 2021</td><td></td><td>20,527</td></tr> <tr> <td>Total funds at 31 July 2022</td><td></td><td>20,640</td></tr> </table> | | Note | 2022 Unrestricted funds £ | Incoming resources | | | Donations | 1 | 1,209 | Charitable activities | 2 | 28,567 | Other | | 2,172 | Total | | 31,948 | Resources expended | | | Raising funds | 2 | 13,766 | Charitable activities | 2 | 17,500 | Other | 4 | 569 | Total | | 31,835 | Net income and net movement in funds | | 113 | Reconciliation of funds | | | Total funds at 1 August 2021 | | 20,527 | Total funds at 31 July 2022 | | 20,640 |
|--|-----------|---|--|------|---------------------------------|---------------------------|--|--|-----------|---|-------|-----------------------|---|--------|-------|--|-------|--------------|--|---------------|---------------------------|--|--|---------------|---|--------|-----------------------|---|--------|-------|---|-----|--------------|--|---------------|---|--|------------|--------------------------------|--|--|------------------------------|--|--------|------------------------------------|--|---------------|
| | Note | 2022 Unrestricted funds £ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Incoming resources | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Donations | 1 | 1,209 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Charitable activities | 2 | 28,567 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other | | 2,172 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | | 31,948 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Resources expended | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Raising funds | 2 | 13,766 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Charitable activities | 2 | 17,500 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other | 4 | 569 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | | 31,835 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Net income and net movement in funds | | 113 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Reconciliation of funds | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total funds at 1 August 2021 | | 20,527 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total funds at 31 July 2022 | | 20,640 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>The Charity releases funds to the school to spend on improvement projects which have been voted on and approved by the Trustees, the PFA Committee and the School Class Representatives.</p> <p>We only release funds to the school once these requests have been voted on and approved; otherwise we keep money in the bank account in order to fund future fundraising events.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | |
|--|-------------|---|--|-------------|------------------------------|--------|--|---|-----------------|-----|---|--------|
| Amount of reserves held | Para 1.22 | <p>Cash in bank and at hand:</p> <p>1. Current figures</p> <table><tr><td></td><td>Account (£)</td></tr><tr><td>Bank balance at 31 July 2022</td><td>20,294</td></tr><tr><td>Balance after deducting outstanding payments and adding known receipts</td><td>-</td></tr><tr><td>Cash float held</td><td>100</td></tr><tr><td>Total PFA funds (inc o/s payments and receipts)</td><td>20,394</td></tr></table> <p>Stock:</p> <ul style="list-style-type: none">£246 <p>Total PFA Reserves:</p> <ul style="list-style-type: none">£20,640 | | Account (£) | Bank balance at 31 July 2022 | 20,294 | Balance after deducting outstanding payments and adding known receipts | - | Cash float held | 100 | Total PFA funds (inc o/s payments and receipts) | 20,394 |
| | Account (£) | | | | | | | | | | | |
| Bank balance at 31 July 2022 | 20,294 | | | | | | | | | | | |
| Balance after deducting outstanding payments and adding known receipts | - | | | | | | | | | | | |
| Cash float held | 100 | | | | | | | | | | | |
| Total PFA funds (inc o/s payments and receipts) | 20,394 | | | | | | | | | | | |
| Reasons for holding zero reserves | Para 1.22 | n/a | | | | | | | | | | |
| Details of fund materially in deficit | Para 1.24 | n/a | | | | | | | | | | |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | n/a | | | | | | | | | | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | <p>The Charity's principal source of funds comes from events we run throughout the school year. These include:</p> <ul style="list-style-type: none">▪ Regular Friday afternoon cake and ice cream sales held in the school playground after school.▪ Pub quiz nights at one of the local pubs.▪ Christmas & Summer Fairs▪ The bi-annual PFA Summer Ball.▪ An easter egg hunt held in the school playground before the Easter break. <p>We also received money from Amazon Smile and match-funding donations from parents who volunteer their time to help at PFA run events and whose companies make a donation to the Charity in return.</p> <p>We also receive donations directly.</p> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | <p>The Charity has no financial investments.</p> |
| A description of the principal risks facing the charity | Para 1.46 | <p>The Charity does not face any immediate risks to its future. As the financial year draws to a close, the outgoing committee have handed over to new volunteers who will take the work of the charity forward. We have a fantastic network of parent volunteers in all year-groups through the school, and we are encouraged to see lots of volunteers from the younger class groups (reception and Year 1) helping out at events. This makes us believe that the future of the PFA is safe, as parents joining the school get involved in our events, contributing ideas and time. In time, we anticipate that this is the cohort where our next committee members will come from in the future.</p> |
| Other | | <p>As this year draws to a close, the Charity has handed over to a new generation of Trustees who are all parents at the school. We are confident they will continue the work of the Charity and we stand by to assist them moving forwards as required.</p> |

Structure, Governance and Management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | St Luke's PFA is governed by our founding constitution. |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | By Constitution – see footnote for a copy of the Constitution adopted upon the founding of the Charity in 2016. |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | <p>We are reliant on parent volunteers offering their time and expertise as Trustees.</p> <p>Anyone volunteering to work as a Trustee is interviewed by existing Trustees and vetted for suitability. There is currently no process in place to elect Trustees</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | n/a |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | <p>The PFA is run by a Chair with help from a Committee made up of a Vice-Chair, Treasurer, Secretary and two further parent volunteers.</p> <p>The Chair sets the yearly agenda in consultation with the Head Teacher, and co-ordinates Class Reps (parent volunteers) to organise fundraising events at the school and our weekly cake sales, Easter Egg hunts etc.</p> <p>All donations to the school go through the same process. The school informs the PFA Chair that they have a project in mind and a figure for the cost.</p> <p>The PFA Chair then proposes the funding request at one of the tri-annual PFA meetings, attended by all the Committee, all the Class Reps, the Head Teacher and a member of the Board of Governors.</p> <p>Once proposed, every request for funding is discussed within the group, and the Head</p> |

| | | |
|---------------------------------------|-----------|--|
| | | <p>Teacher answers any questions which might arise about the purpose of the donation, its suitability and the benefits to the school community and the pupils.</p> <p>These requests for funding are then voted on before any funds are donated to the school.</p> |
| Relationship with any related parties | Para 1.51 | <p>The PFA Chair is part of an informal network of other PFA / PTA members in Kingston Upon Thames. Members of the group offer support to each other, share information on ideas and event best practices and help each other problem solve in order to help each other.</p> <p>We also pay for membership of an external body called ParentKind. This membership gives us Public Liability Indemnity Insurance, sends out newsletters with fundraising ideas and tips, and offers a helpline to help us problem solve anything we need help with.</p> |
| Other | | n/a |

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | St Luke's Parents And Friends' Association |
| Other name the charity uses | St Luke's PFA (colloquial use only) |
| Registered charity number | 1093284 |
| Charity's principal address | <p>St Luke's C of E Primary School Acre Road Kingston Upon Thames Surrey KT2 6NE</p> |

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. | Susan Gledhill | Chair | 1 st August 2021 to 20 th July 2022 | n/a |
| 2. | Laura Eden | Vice Chair | 1 st August 2021 to 20 th July 2022 | n/a |
| 3. | Donna-Lee Townsend | Treasurer | 1 st August 2021 to 20 th July 2022 | n/a |
| 4. | Sarah Gaston | Secretary | 1 st August 2021 to July 2022 | n/a |
| 5. | Cathy Wigley | Chair | 21 st July 2022 to 31 st July 2022 | n/a |
| 6. | Alexis Mannion | Vice Chair | 21 st July 2022 to 31 st July 2022 | n/a |
| 7. | Marja Nousiainen | Treasurer | 21 st July 2022 to 31 st July 2022 | n/a |
| | | | | |

Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
|---------------|--|--|
| n/a | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
| n/a | | |
| | | |
| | | |
| | | |
| | | |
| | | |

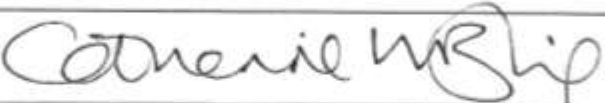
Funds held as custodian trustees on behalf of others

| | |
|---|-----|
| Description of the assets held in this capacity | n/a |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | n/a |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | n/a |

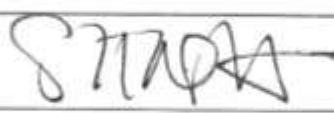
Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|--|--|
| Signature(s) |  | |
| Full name(s) | Catherine Emma Wigley | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 22/04/23 | |

| | | |
|-------------------------------------|--|--|
| Signature(s) |  | |
| Full name(s) | Marja Nousiainen | |
| Position (eg Secretary, Chair, etc) | Treasurer | |
| Date | 22/04/23 | |

| | | |
|-------------------------------------|---|--|
| Signature(s) |  | |
| Full name(s) | Sarah Gaston | |
| Position (eg Secretary, Chair, etc) | Secretary | |
| Date | 22/4/23. | |

Charity Commission Number 1093284

**ST LUKE'S SCHOOL PARENTS AND FRIENDS
ASSOCIATION**

REPORT & ACCOUNTS

YEAR ENDED 31 JULY 2022

Charity Information

Trustees (as at 22 April 2023)

| | |
|------------------|-----------|
| Mrs S Gaston | Secretary |
| Mrs M Nousiainen | Treasurer |
| Mrs C Wigley | Chair |

Address

St Luke's CE Primary School
Acre Road
Kingston upon Thames
Surrey KT2 6EN

Regulator

Charity Commission for England and Wales

Charity Commission Number

1093284

Annual Report

Charitable Purpose

St Luke's Parents & Friends Association ("St Luke's PFA") is registered with the Charity Commission (No. 1093284) and adopted the National Confederation of Parent Teacher Associations ("NCPTA") model constitution on 9 July 2002, amended November 2016.

The object of St Luke's PFA is to advance the education of pupils in St Luke's Church of England Primary School ("the School"), in particular by developing effective relationships between the staff, 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.

Results for the Year

St Luke's PFA is dependent on running fundraising activities to provide gifts to the School. During the year ended 31 July 2022 St Luke's PFA raised net funds of £17,613 (2021: £12,304). St Luke's PFA donated £17,500 (2021: £11,642) to the School.

Total reserves at 31 July 2022 amounted to £20,640 (2021: £20,527).

Trustees and Committee Members

The Trustees and Committee Members of the Charity are as follows.

| | |
|------------------------|---|
| Mrs Susan Gledhill | Chair (resigned 20 July 2022) |
| Mrs Laura Eden | Vice Chair (resigned 20 July 2022) |
| Mrs Alex Adams | Joint Secretary (appointed 4 May 2021 and resigned 20 July 2022) |
| Mrs Sarah Gaston * | Joint Secretary (appointed 4 May 2021) |
| Mrs Wei Lin Goh | Joint Treasurer (resigned 30 September 2021) |
| Mrs Donna-Lee Townsend | Joint Treasurer (resigned 20 July 2022) |
| Mrs Cathy Wigley * | Chair (appointed 21 July 2022) |
| Mrs Alexis Mannion | Vice Chair (appointed on 21 July 2022 and resigned on 16 December 2022) |
| Mrs Marja Nousiainen * | Treasurer (appointed 21 July 2022) |

* - denotes a Committee Member registered as a Trustee with the Charity Commission as at 31 July 2022.

Gift Aid

St Luke's PFA is a registered charity but did not claim any Gift Aid related to donations at events. Any outstanding Gift Aid will be claimed in the next financial year.

Trustee and Public Liability Insurance

St Luke's PFA is a member of the NCPTA and benefits from free advice on PFA issues. St Luke's PFA has public liability and personal accident insurance cover as part of its membership with the NCPTA.

Marja Nousiainen, **Treasurer**

for and on behalf of St Luke's School Parents and Friends Association

22 April 2023

Treasurers' Report

As ever the St Luke's PFA has worked hard and the year ended 31 July 2022 has raised a significant amount of money. We would like to thank everyone who has supported our events and helped to raise funds to donate to the School.

Results for the Year

The income from fundraising events (before donations to the School) was £28,567 (2021: £11,894). This is an increase of £16,673 compared to the prior year.

Fundraising Activities

The main fundraising events in the year are the Christmas and Summer fairs. Both events were well supported and included a number of new stalls (internal and external stall holders) for both parents and children to enjoy. Particular thanks are due to the Class Reps and St Luke's Staff for their help with these large events, as they require a lot of organisation and work during the preceding weeks.

The annual Comedy Night, Pub Quiz and Pembroke Lodge Ball took place during the year and were enjoyed by all. There were a number of other events as well and all the details can be found in note 2.

Donations

St Luke's PFA agreed donations to the School of £17,500 (2021: £11,642) (see note 3). St Luke's PFA agrees two standard contributions each year; one for the Parentmail system and a second to cover the costs of the Christmas Lunch, the KS1 & KS2 disco and small ad hoc costs.



Marja Nousiainen Treasurer

for and on behalf of St Luke's School Parents and Friends Association

22 April 2023

Statement of Financial Activities

| | | 2022 | 2021 |
|---|------|--------------------|--------------------|
| | | Unrestricted funds | Unrestricted funds |
| | Note | £ | £ |
| Incoming resources | | | |
| Donations | 1 | 1,209 | 1,639 |
| Charitable activities | 2 | 28,567 | 11,894 |
| Other | | 2,172 | 1,756 |
| Total | | 31,948 | 15,289 |
| Resources expended | | | |
| Raising funds | 2 | 13,766 | 2,324 |
| Charitable activities | 2 | 17,500 | 11,642 |
| Other | 4 | 569 | 661 |
| Total | | 31,835 | 14,627 |
| Net income and net movement in funds | | 113 | 662 |
| Reconciliation of funds | | | |
| Total funds at 1 August 2021 | | 20,527 | 19,865 |
| Total funds at 31 July 2022 | | 20,640 | 20,527 |

There are no restricted funds.

Statement of Assets and Liabilities

| | Note | 2022 £ | 2021 £ |
|--|------|---------------|---------------|
| Current assets | | | |
| Stock | 5 | 246 | 246 |
| Debtors | | - | - |
| Cash at bank and in hand | 6 | 20,394 | 20,281 |
| | | <u>20,640</u> | <u>20,527</u> |
| Creditors : amounts due within one year | | - | - |
| Net current assets | | <u>20,640</u> | <u>20,527</u> |
| Funds of the Charity | | | |
| Unrestricted funds | 7 | <u>20,640</u> | <u>20,527</u> |

Approved by and signed on behalf of the Trustees and Committee Members on 22 April 2023.



Cathy Wigley
Chair



Sarah Gaston
Secretary

Notes to the Accounts

Current figures

| | Account (£) |
|---|---------------|
| Bank balance at 31 July 2022 | 20,294 |
| Cash Float held | 100 |
| Total PFA funds (Inc o/s payments and receipts) | 20,394 |

| | 2022 £ | 2021 £ |
|---------------------------------------|--------------|--------------|
| 1 Income relating to Donations | | |
| Donations | 1,209 | 1,639 |
| | <u>1,209</u> | <u>1,639</u> |

| | Income £ | Expenses £ | 2022 Profit / (loss) £ |
|--|----------------------|------------------------|------------------------------|
| 2 Income and Expenses relating to Charitable Activities | | | |
| Ice Cream | 1,435 | (227) | 1,207 |
| Cake Sale | 2,009 | (394) | 1,615 |
| Bags 2 School | 214 | - | 214 |
| Panto | 1,055 | (1,357) | (302) |
| Comedy Night | 612 | (533) | 79 |
| Christmas Cards | 461 | (338) | 122 |
| Christmas Fair | 4,502 | (1,385) | 3,116 |
| Wych Elm Quiz | 419 | - | 419 |
| KS2 Prod | 917 | (21) | 896 |
| Pembroke Lodge | 5,369 | (3,918) | 1,451 |
| KS1/2 disco | 1,591 | (617) | 973 |
| Carringtons/Douglas & Gordon | 2,020 | - | 2,020 |
| 2nd hand Goods | 52 | - | 52 |
| Easter egg hunt | 346 | (175) | 171 |
| Nursery Chicks | 251 | - | 251 |
| Summer Fair | 5,708 | (2,684) | 3,024 |
| Year Book | - | (1,150) | (1,150) |
| Hoodies | - | (691) | (691) |
| Photo Competition | 68 | - | 68 |
| Raffle | 1,269 | - | 1,269 |
| Dahl | 23 | - | 23 |
| Elf Hunt | 247 | - | 247 |
| Prizes & Gifts | - | (276) | (276) |
| | <u>28,567</u> | <u>(13,766)</u> | <u>14,801</u> |

| | 2022 | 2021 |
|-------------------------------|---------------|---------------|
| | £ | £ |
| 3 Charitable Donations | | |
| Annual Donation | 17,500 | 11,642 |
| | 17,500 | 11,642 |

| | 2022 | 2021 |
|-------------------------------------|------------|------------|
| | £ | £ |
| 4 Resources expended - other | | |
| PFA Purchases | 453 | 550 |
| NCPTA Membership | 116 | 111 |
| | 569 | 661 |

| | 2022 | 2021 |
|-------------------------|------------|------------|
| | £ | £ |
| 5 Stocks | | |
| Alcohol held for resale | 246 | 246 |
| | 246 | 246 |

| | 2022 | 2021 |
|-----------------------------------|---------------|---------------|
| | £ | £ |
| 6 Cash at bank and in hand | | |
| Current accounts | 20,294 | 20,181 |
| Floats | 100 | 100 |
| | 20,394 | 20,281 |

| | 2022 | 2021 |
|-----------------------------------|---------------|---------------|
| | £ | £ |
| 7 Funds of the Charity | | |
| Balance at at 1 August 2021 | 20,527 | 19,865 |
| Result for the year | 113 | 662 |
| Balance as at 31 July 2022 | 20,640 | 20,527 |



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

St Luke's Parents & Friends Association

**On accounts for the year
ended**

31/07/2022

**Charity no
(if any)**

1093284

I report to the trustees on my examination of the accounts of St Luke's Parents and Friends Association ("the Trust") for the year ended 31 July 2021.

**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 in connection with the examination.

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.

Signed:

Ewa Follina

Date:

22/04/2023

Name:

Ewa Malejka (Follina)

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

Chartered Management Accountant (CIMA)

Address:

85 Deacon Road

Kingston Upon Thames

KT2 6LS