

# THE NEW BEACON SCHOOL PARENT ASSOCIATION

England & Wales · Charity number 1094688

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2002-11-20

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

## Contact

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**Address** New Beacon School  
Brittains Lane  
Sevenoaks  
Kent  
TN13 2PB

**Phone** 01732 452131

**Email** [admin@newbeacon.org.uk](mailto:admin@newbeacon.org.uk)

**Website** [www.newbeacon.org.uk](http://www.newbeacon.org.uk)

## Activities

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**Objects:** THE OBJECT OF THE ASSOCIATION ("THE OBJECTS") IS TO ADVANCE EDUCATION OF PUPILS IN THE SCHOOL IN PARTICULAR BY:-1. DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN THE STAFF PARENTS PUPILS AND OTHERS ASSOCIATED WITH THE SCHOOL.2. ENGAGE IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS.3. ASSISTING IN MAINTAINING AND STRENGTHENING LINKS BETWEEN THE SCHOOL AND THE LOCAL COMMUNITY AND4. TO SUPPORT OR PROMOTE SUCH EDUCATIONAL CHARITABLE PURPOSES AS THE TRUSTEES MAY IN THEIR ABSOLUTE DISCRETION DETERMINE.

**Activities:** The charity engages in activities to provide facilities or equipment to support the school.It assists in maintaining and strengthens links between the school and the local community.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- **Area of benefit:** KENT - SEVENOAKS
- Kent

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-08-31	£51,014	£42,667	-	-
2023-08-31	£94,025	£87,381	-	-
2022-08-31	£89,658	£65,890	-	-
2021-08-31	£37,065	£32,372	-	-
2020-08-31	£26,759	£40,073	-	-

## Trustees

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Name	Role	Appointed
<b>Cheryl Leonard</b>	Chair	2022-11-22
Laura Fletcher		2024-12-10
Sarah Brownsdon		2023-05-10
Stephanie Belcourt		2024-11-12

**THE NEW BEACON SCHOOL PARENT ASSOCIATION**

England & Wales - Charity number 1094688

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# Accounts

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The New Beacon School Parent Association ("NBPA")  
Company registration number: 6433142

## Table of Contents

Reference and Administrative Details

Trustees' Annual Report for the Year Ended 31 August 2024

Independent Examiner's Report to the Trustees of The New Beacon School Parent Association ("NBPA")

Statement of Financial Activities for the Year Ended 31 August 2024

# The New Beacon School Parent Association ("NBPA")

Annual Report and Accounts  
for the Year Ended 31 August 2024

Jane Ascroft FCA MA (Cantab)

Registered Office: Enterprise House, Harmire Enterprise Park, Barnard Castle, County Durham, DL12 8XT

Registered Company Number: 6433142



## Table of Contents

---

Reference and Administrative Details	
Trustees' Annual Report for the Year Ended 31 August 2024	2
Independent Examiner's Report to the Trustees of The New Beacon School Parent Association ("NBPA")	3
Statement of Financial Activities for the Year Ended 31 August 2024	7
Statement of Financial Position as at 31 August 2024	8
Notes to the Financial Statements for the Year Ended 31 August 2024	9
	10

**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688



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## Reference and Administrative Details

<b>Charity name</b>	The New Beacon School Parent Association ("NBPA")
<b>Charity registration number</b>	1094688
<b>Principal office</b>	New Beacon School Brittains Lane Sevenoaks Kent TN13 2PB
<b>Registered office:</b>	New Beacon School Brittains Lane Sevenoaks Kent TN13 2PB
<b>Secretary</b>	Mrs Emma Clair Court (outgoing), Mrs Stephanie Belcourt (incoming)
<b>Chairman</b>	Mrs Cheryl Leonard
<b>Head Teacher</b>	Mrs Sarah Brownsdon
<b>Treasurer</b>	Mrs Kate White (outgoing), Benedict Gilman (incoming)
<b>Trustees</b>	Mrs Cheryl Leonard Mrs Kate White (resigned on 12 November 2024) Mrs Emma Clair Court (resigned on 12 November 2024) Mr Benedict Gilman (appointed on 5 December 2023) Mrs Stephanie Belcourt (appointed on 12 November 2024)
<b>Independent Examiner</b>	Jane Ascroft FCA MA (Cantab) Enterprise House Harmire Enterprise Park Barnard Castle County Durham DL12 8XT
<b>Bankers</b>	National Westminster Bank Plc 67 High Street Sevenoaks Kent TN13 1LA



## Trustees' Annual Report for the Year Ended 31 August 2024

The Trustees present their annual report and examined financial statements of the charity for the year ended 31 August 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Bulletin 1.

### Trustees

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

The NBPA is an unincorporated association.

### Objectives of the charity

The Constitution of the NBPA (which was adopted on 8 October 2002) states that the object of the charity is to advance the education of pupils in the school in particular by:

1. developing effective relationships between the staff, parents, pupils 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;
3. assisting in maintaining and strengthening links between the school and the local community; and supporting or promoting such educational charitable purposes as the Trustees may in their absolute discretion determine.

### Public benefit statement

The NBPA meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

The NBPA continues to support a number of local registered charities through its fundraising initiatives, in addition to contributions made to the school.

## The New Beacon School Parent Association ("NBPA")

Charity registration number: 1094688



### Trustees' Annual Report for the Year Ended 31 August 2024

#### Summary of the main achievements during the year

Fundraising from events this year raised £9,266 after all costs (2023: £6,248). The Summer Ball is a bi-annual event that didn't occur this year (2023: 3,175).

The main events were the Fete which raised £5,589 (2023: 4,418) and the Golf day which was brought into the NBPA for the first time and raised a net income of £3,880. It was agreed to donate the amount (£4,000) raised from the Golf day to The Stroke Association.

Funds were also raised via the senior school disco which New Beacon hosts every 2-3 years of £454. (2023: not hosted). In the current year, the Christmas fayre cost £657 (2023: loss of £1,226).

In addition to the fundraising events, sales of school merchandise and second hand shop generated a net profit of £8,948 (2023: £10,064).

The Seals Swimming Club made a loss of £104 (2022: profit of £437).

Total donations made by the NBPA amounted to £12,134 (2023: £7,506).

A donation to the School's Bursary Fund of £1,000 (2023: £1,000) was approved for the year.

In the current year, NBPA pledged £7,134 to the school including £4,458 for a trophy cabinet, £2,190 for a Beacon and £486 on cushions made from old rugby shirts for the reception, boarding house and the library.

In the previous year(s) the committee pledged £7,500 to the school for the Gentle Playground (of which £1,848 was paid to the school during 2022 year, so £5,652 remaining), £1,000 for new equipment for the rifle club and £480 for new choir robes. All of which is still to be spent and paid to the school.

#### Risk factors

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to them. The trustees continue to review and monitor the systems for managing the major strategic, business and operational risks which the charity faces. As at 31 August 2024 the trustees have not identified any operational risks to which the charity may be exposed.



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## Trustees' Annual Report for the Year Ended 31 August 2024

### Financial review

The accounts for the year ended 31 August 2024 accompany this report.

Income for the year amounted to £51,014 (2023: £94,025), from which donations of £1,000 (2023: £1,000) were made to the school bursary fund, £4,000 to external charities (2023: £2,065), and £7,134 (2023: £6,506) was pledged to the School.

After taking account of expenditure there was a net income for the year of £8,348 (2023: £6,644).

At the end of the year the NBPA's funds amounted to £85,093 (2023: £76,745). These funds are unrestricted.

### Reserves policy

The trustees aim to maintain reserves at a level they deem sufficient for the future needs of the charity and are aiming to maintain reserves at a level sufficient to support 6 months' expenditure for the shop and general expenses, which, based on the expenditure to 31 August 2024 would amount to £7,108 (2023: £6,714). At 31 August 2024 the unrestricted reserves amounted to £85,093 (2023: £76,746) and therefore this policy has been achieved. The Trustees intend to pass excess reserves to the school as and when suitable projects arise.

### Investment policy

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts and seek to achieve a rate of deposit which matches or exceeds inflation as measured by the retail prices index.

### Structure, governance and management

#### Trustees of the charity

The trustees who have served during the year and since the year end were as follows:

Mrs Sarah Brownsdon

Mrs Cheryl Leonard (appointed on 22 November 2022)

Mrs Kate White (appointed on 22 November 2022, resigned on 12 November 2024)

Mrs Emma Clair Court (appointed on 10 May 2023, resigned on 12 November 2024)

Mr Benedict Gilman (appointed on 5 December 2023)

Mrs Stephanie Belcourt (appointed on 12 November 2024)

The NBPA is a registered charity (No.1094688) established under a Constitution which was adopted on 8 October 2002. The NBPA is an unincorporated association. The registered address is New Beacon School, Brittain's Lane, Sevenoaks, Kent, TN13 2PB.



## Trustees' Annual Report for the Year Ended 31 August 2024

### Appointment of trustees

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

### Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Under Charity Law, the trustees shall prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 12 November 2024

Signed on their behalf by:

Mrs Cheryl Leonard  
Chairman

Mrs Emma Clair Court  
Secretary



## Independent Examiner's Report to the Trustees of New Beacon School Parents' Association ("NBPA")

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2024, which are set out on pages 8 to 14.

### Responsibilities and basis of report

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; 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. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.

*Jane Ascroft*  
Jane Ascroft FCA MA (Cantab)  
Enterprise House  
Harmire Enterprise Park  
Barnard Castle  
County Durham  
DL12 8XT

07 November 2024



## Statement of Financial Activities for the Year Ended 31 August 2024

	Note	Unrestricted Funds £	Total Funds 2024 £	Total Funds 2023 £
<b>Income from:</b>				
Donations and legacies	2	2,898	2,898	4,072
Other trading activities	3	48,116	48,116	89,953
<b>Total income</b>		<u>51,014</u>	<u>51,014</u>	<u>94,025</u>
<b>Expenditure</b>				
Raising funds	4	30,532	30,532	79,875
Charitable activities	5	12,134	12,134	7,506
<b>Total expenditure</b>		<u>42,667</u>	<u>42,667</u>	<u>87,381</u>
<b>Net movement in funds</b>		8,348	8,348	6,644
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>		76,745	76,745	70,101
<b>Total funds carried forward</b>		<u>85,093</u>	<u>85,093</u>	<u>76,745</u>

All income and expenditure derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 10 to 14 form an integral part of these financial statements.



Statement of Financial Position as at 31 August 2024

	Note	2024		2023	
		£	£	£	£
<b>Current assets</b>					
Stocks and work in progress		12,075		11,968	
Debtors	9	3,745		6,080	
Cash at bank and in hand		<u>78,241</u>		<u>78,659</u>	
			94,060		96,708
Creditors: Amounts falling due within one year	10		(8,967)		(19,962)
<b>Net current assets</b>			<u>85,093</u>		<u>76,746</u>
<b>Total assets less current liabilities</b>			<u><u>85,093</u></u>		<u><u>76,746</u></u>
<b>The funds of the charity:</b>					
<b>Unrestricted income funds</b>					
Other reserves			-		-
Unrestricted income funds			85,093		76,746
<b>Total unrestricted funds</b>			<u>85,093</u>		<u>76,746</u>
<b>Total charity funds</b>			<u><u>85,093</u></u>		<u><u>76,746</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees on 12 November 2024 and signed on its behalf by:

Mrs. Cheryl Leonard, as Chairman:

Mrs. Emma Clair Court, as Secretary:

The notes on pages 10 to 14 form an integral part of these financial statements.



## Notes to the Financial Statements for the Year Ended 31 August 2024

### 1 Accounting policies

#### Basis of accounting

The NBPA is a registered charity in the United Kingdom. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities is to advance the education of pupils in the school.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 as amended by Bulletin 1 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, amended per Bulletin 1.

#### Income recognition

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

#### Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

Costs of raising funds comprise the costs of running the school shop, and fundraising expenses, together with the associated support costs, as applicable.

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.



**Notes to the Financial Statements for the Year Ended 31 August 2024**

**1 Accounting policies (continued)**

**Fund accounting policy**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Further details of each fund are disclosed in note 11.

**Stock**

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

**Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

**Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**2 Income from donations**

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Subscriptions	2,898	3,072
Donations to the school	-	1,000
	2,898	4,072



Notes to the Financial Statements for the Year Ended 31 August 2024

3 Income from other trading activities

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
<b>Merchandise sales</b>		
School shop merchandise and secondhand sales of purchased goods	23,166	23,491
<b>Membership Fees</b>		
Seals swimming club	1,050	4,235
<b>Commission</b>		
Shopping portal sales	-	66
<b>Event Income</b>		
Ball	-	41,031
Fete income	11,129	12,552
Disco	2,177	0
Golf day	10,595	5,589
Quiz night	-	12
Christmas fayre	-	1,245
Movie screening night	-	-
Own clothes day	-	-
Colour run	-	-
Staff gifts donations received	-	(17)
Tea towels	-	7,338
	-	-
	<u>48,116</u>	<u>89,953</u>



## Notes to the Financial Statements for the Year Ended 31 August 2024

### 4 Expenditure on raising funds

	Direct costs 2024 # £	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
<b>Merchandise sales</b>			
School shop merchandise and secondhand goods	12,851	12,851	12,092
Goodtill POS system	-	-	255
<b>Membership Fees</b>			
Seals swimming club	1,154	1,154	3,798
<b>Event expenses</b>			
Ball	-	-	37,855
Fete	5,539	5,539	8,134
Quiz	-	-	30
Disco	1,723	1,723	1
Golf day	6,714	6,714	-
Ice cream van for boys	-	-	83
Harvest Festival	-	-	2,470
Christmas fayre	657	657	-
Movie screening night	-	-	2,999
Mr Piercy Leaving event	-	-	10,210
Mr Piercy gift	-	-	480
Independent reviewer	420	420	1,466
General expenses	1,473	1,473	-
	<u>30,532</u>	<u>30,532</u>	<u>79,875</u>

### 5 Expenditure on charitable activities

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Donations pledged to school	-	-
Donations paid to school	7,134	6,506
Other Donations	-	-
Bursary fund	4,000	-
Cake sale	1,000	1,000
	<u>12,134</u>	<u>7,506</u>

### 6 Trustees' remuneration and expenses

No trustees received any remuneration during the year (2023:none).

### 7 Employees

There were no employees during the year (2023: none).



## Notes to the Financial Statements for the Year Ended 31 August 2024

### 8 Related party transactions

During the year the charity entered into no transactions with related parties or trustees, other than The New Beacon School, details of which are disclosed in Note 5 (2023:none).

### 9 Debtors

	2024	2023
	£	£
Trade debtors		
Other debtors	2,510	2,757
	<u>1,235</u>	<u>3,323</u>
	<u><u>3,745</u></u>	<u><u>6,080</u></u>

### 10 Creditors: Amounts falling due within one year

	2024	2023
	£	£
Pledge to school		
The New Beacon School Bursary Fund donation	7,132	11,093
Other creditors	1,000	3,641
Amounts received in advance of event held	835	5,228
	-	-
	<u>8,967</u>	<u>19,962</u>

### 11 Fund reconciliation

#### Unrestricted funds 2023

	At 1 September 2022	Income	Expenditure	31 August 2023
	£	£	£	£
Unrestricted	70,101	94,025	(87,381)	76,746
	<u>70,101</u>	<u>94,025</u>	<u>(87,381)</u>	<u>76,746</u>

#### Unrestricted funds 2024

	At 1 September 2023	Income	Expenditure	31 August 2024
	£	£	£	£
Unrestricted	76,746	51,014	(42,667)	85,093
	<u>76,746</u>	<u>51,014</u>	<u>(42,667)</u>	<u>85,093</u>

### 12 Analysis of net assets between funds

	Unrestricted Funds 2024	Unrestricted Funds 2023
	£	£
Current assets	94,060	96,708
Creditors: Amounts falling due within one year	(8,967)	(19,962)
Net Assets	<u>85,093</u>	<u>76,746</u>

**THE NEW BEACON SCHOOL PARENT ASSOCIATION**

England & Wales - Charity number 1094688

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# Accounts

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# **The New Beacon School Parent Association ("NBPA")**

**Annual Report and Accounts  
for the Year Ended 31 August 2023**

Jane Ascroft FCA MA (Cantab)

Registered Office: Enterprise House, Harmire Enterprise Park, Barnard Castle, County Durham, DL12 8XT

Registered Company Number: 6433142



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## **Table of Contents**

Reference and Administrative Details	2
Trustees' Annual Report for the Year Ended 31 August 2023	3
Independent Examiner's Report to the Trustees of The New Beacon School Parent Association ("NBPA")	7
Statement of Financial Activities for the Year Ended 31 August 2023	8
Statement of Financial Position as at 31 August 2023	9
Notes to the Financial Statements for the Year Ended 31 August 2023	10

**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688



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## Reference and Administrative Details

**Charity name** The New Beacon School Parent Association ("NBPA")

**Charity registration number** 1094688

**Principal office** New Beacon School  
Brittains Lane  
Sevenoaks  
Kent TN13 2PB

**Registered office:** New Beacon School  
Brittains Lane  
Sevenoaks  
Kent TN13 2PB

**Secretary** Mrs Emma Clair Court

**Chairman** Mrs Cheryl Leonard

**Head Teacher** Mrs Sarah Brownsdon

**Treasurer** Mrs Kate White

**Trustees** Mrs Astrid Henwood  
Mrs Gina Walker  
Mrs Cheryl Leonard  
Mrs Kate White  
Mrs Emma Clair Court

**Independent Examiner** Jane Ascroft FCA MA (Cantab)  
Enterprise House  
Harmire Enterprise Park  
Barnard Castle  
County Durham  
DL12 8XT

**Bankers** National Westminster Bank Plc  
67 High Street  
Sevenoaks  
Kent TN13 1LA



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## **Trustees' Annual Report for the Year Ended 31 August 2023**

The Trustees present their annual report and examined financial statements of the charity for the year ended 31 August 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Bulletin 1.

### **Trustees**

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

The NBPA is an unincorporated association.

### **Objectives of the charity**

The Constitution of the NBPA (which was adopted on 8 October 2002) states that the object of the charity is to advance the education of pupils in the school in particular by:

1. developing effective relationships between the staff, parents, pupils 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;
3. assisting in maintaining and strengthening links between the school and the local community; and supporting or promoting such educational charitable purposes as the Trustees may in their absolute discretion determine.

### **Public benefit statement**

The NBPA meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

The NBPA continues to support a number of local registered charities through its fundraising initiatives, in addition to contributions made to the school.



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## **Trustees' Annual Report for the Year Ended 31 August 2023**

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

With all COVID-19 restrictions being eased during the current financial year, the NBPA has had another successful year through the hard work of the Committee, the Sub-committees and many other parents and New Beacon staff. In comparison to the 2021 financial year, when lockdown and social restrictions imposed by the Government due to COVID-19 had a significant impact on the NBPA's fundraising abilities during the 2021 financial year with no events at various stages throughout the year (in line with Government guidance), the NBPA was again able to hold many events held in previous financial years prior to COVID-19.

Fundraising from events this year raised £6,248 after all costs (2022: £14,736). The Summer Ball is a bi-annual event that raised a net income of £3,175 (2022: 5,604).

The main events were the Fete which raised £4,418 (2022: 6,671) and the Summer Ball that raised a net income of £3,175 (2022: 5,604). The headmaster Mr Piercy also left the school. He was given a gift of £10,000 travel vouchers which was fundraised for however the NBPA donated £2,872 towards the gift. A leaving event was held for him which cost £2,999.

Funds were also raised via a number of initiatives including the parents' shopping portal £67 (2022: £135). In the current year, the Christmas fayre lost £1,226 (2022: profit of £1,004).

In addition to the fundraising events, sales of school merchandise and second hand shop generated a net profit of £11,399 (2022: £18,547).

The Seals Swimming Club made £437 (2022: net cost of £3). No school disco was held in the 2023 financial year (2022: profit of £1,189).

Total donations made by the NBPA amounted to £7,506 (2022: £10,161).

A donation to the School's Bursary Fund of £1,000 (2022: £2,641) was approved for the year.

In the current year, NBPA pledged £3,441 for 4 new outdoor table tennis tables and £1,000 for choir robes (of which all was still outstanding to be paid at the end of the financial year). The NBPA also donated £2,065, 50% of all Summer Ball Auction takings, to a local charity - Friends for Families.

In the previous year(s) the committee pledged £7,500 to the school for the Gentle Playground (of which £1,848 was paid to the school during 2022 year, so £5,652 remaining), £1,000 for new equipment for the rifle club.

### **Risk factors**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to them. The trustees continue to review and monitor the systems for managing the major strategic, business and operational risks which the charity faces. As at 31 August 2023 the trustees have not identified any operational risks to which the charity may be exposed.



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## **Trustees' Annual Report for the Year Ended 31 August 2023**

### **Financial review**

The accounts for the year ended 31 August 2023 accompany this report.

Income for the year amounted to £94,025 (2022: £89,658), from which donations of £1,000 (2022: £2,661) were made to the school bursary fund, and £2,065 to external charities, and £4,441 (2022: £7,500) was pledged to the School.

After taking account of expenditure there was a net income for the year of £8,709 (2022: £23,768).

At the end of the year the NBPA's funds amounted to £78,811 (2022: £70,101). These funds are unrestricted.

### **Reserves policy**

The trustees aim to maintain reserves at a level they deem sufficient for the future needs of the charity and are aiming to maintain reserves at a level sufficient to support 6 months' expenditure for the shop and general expenses, which, based on the expenditure to 31 August 2023 would amount to £6,714 (2022: £8,604). At 31 August 2023 the unrestricted reserves amounted to £78,811 (2021: £70,101) and therefore this policy has been achieved.

### **Investment policy**

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts and seek to achieve a rate of deposit which matches or exceeds inflation as measured by the retail prices index.

### **Structure, governance and management**

#### **Trustees of the charity**

The trustees who have served during the year and since the year end were as follows:

Mr Michael Piercy (resigned 23 March 2023)  
Mrs Sarah Brownsdon (appointed 10 May 2023)  
Mrs Liezl Van der Merwe (resigned on 5 October 2021, re-appointed on 2 June 2022 and resigned on 22 November 2022)  
Mrs Astrid Henwood (appointed on 5 October 2021)  
Mrs Gina Walker (appointed on 5 October 2021)  
Mrs Kate White (appointed on 22 November 2022)  
Mrs Cheryl Leonard (appointed on 22 November 2022)  
Mrs Emma Clair Court (appointed on 10 May 2023)

The NBPA is a registered charity (No.1094688) established under a Constitution which was adopted on 8 October 2002. The NBPA is an unincorporated association. The registered address is New Beacon School, Britains Lane, Sevenoaks, Kent, TN13 2PB.



## Trustees' Annual Report for the Year Ended 31 August 2023

### Appointment of trustees

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

### Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

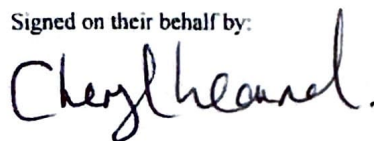
Under Charity Law, the trustees shall prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 18 June 2024

Signed on their behalf by:



Mrs Cheryl Leonard  
Chairman



Mrs Emma Clair Court  
Secretary



## Independent Examiner's Report to the Trustees of New Beacon School Parents' Association ("NBPA")

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2023, which are set out on pages 8 to 14.

### Responsibilities and basis of report

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; 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. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### 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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.

*Jane Ascroft*

Jane Ascroft FCA MA (Cantab)  
Enterprise House  
Harmire Enterprise Park  
Barnard Castle  
County Durham  
DL12 8XT

14 June 2024



## Statement of Financial Activities for the Year Ended 31 August 2023

	Note	Unrestricted Funds £	Total Funds 2023 £	Total Funds 2022 £
<b>Income from:</b>				
Donations and legacies	2	4,072	4,072	2,985
Other trading activities	3	89,953	89,953	86,673
<b>Total income</b>		<u>94,025</u>	<u>94,025</u>	<u>89,658</u>
<b>Expenditure</b>				
Raising funds	4	79,875	79,875	55,729
Charitable activities	5	7,506	7,506	10,161
<b>Total expenditure</b>		<u>87,381</u>	<u>87,381</u>	<u>65,890</u>
<b>Net movement in funds</b>		6,644	6,644	23,768
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>		70,101	70,101	46,333
<b>Total funds carried forward</b>		<u>76,746</u>	<u>76,746</u>	<u>70,101</u>

All income and expenditure derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 10 to 14 form an integral part of these financial statements.



**Statement of Financial Position as at 31 August 2023**

	Note	2023		2022	
		£	£	£	£
<b>Current assets</b>					
Stocks and work in progress		11,968		14,775	
Debtors	9	6,080		3,304	
Cash at bank and in hand		<u>78,659</u>		<u>67,310</u>	
			96,708		85,389
Creditors: Amounts falling due within one year	10		(19,962)		(15,288)
<b>Net current assets</b>			<u>76,746</u>		<u>70,101</u>
<b>Total assets less current liabilities</b>			<u><u>76,746</u></u>		<u><u>70,101</u></u>
<b>The funds of the charity:</b>					
<b>Unrestricted income funds</b>					
Other reserves			-		-
Unrestricted income funds			<u>76,746</u>		<u>93,870</u>
<b>Total unrestricted funds</b>			<u>76,746</u>		<u>93,870</u>
<b>Total charity funds</b>			<u><u>76,746</u></u>		<u><u>93,870</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees on 18 June 2024 and signed on its behalf by:

Mrs. Cheryl Leonard, as Chairman:

Mrs. Emma Clair Court, as Secretary:

The notes on pages 10 to 14 form an integral part of these financial statements.



## Notes to the Financial Statements for the Year Ended 31 August 2023

### 1 Accounting policies

#### Basis of accounting

The NBPA is a registered charity in the United Kingdom. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities is to advance the education of pupils in the school.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 as amended by Bulletin 1 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, amended per Bulletin 1.

#### Income recognition

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

#### Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

Costs of raising funds comprise the costs of running the school shop, and fundraising expenses, together with the associated support costs, as applicable.

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.



## Notes to the Financial Statements for the Year Ended 31 August 2023

### 1 Accounting policies (continued)

#### Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Further details of each fund are disclosed in note 11.

#### Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

#### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

#### Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

#### Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### 2 Income from donations

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Subscriptions	3,072	2,985
Donations to the school	1,000	
	4,072	2,985



Notes to the Financial Statements for the Year Ended 31 August 2023

3 Income from other trading activities

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
<b>Merchandise sales</b>		
School shop merchandise and secondhand sales of purchased goods	23,491	33,286
<b>Membership Fees</b>		
Seals swimming club	4,235	2,584
<b>Commission</b>		
Shopping portal sales	66	135
<b>Event Income</b>		
Ball	41,031	30,996
Fete income	12,552	13,637
Disco	0	2,377
Quiz night	12	1,660
Christmas fayre	1,245	1,408
Movie screening night	-	590
Own clothes day	-	-
Colour run	(17)	-
Staff gifts donations received	7,338	-
Tea towels	-	-
	<u>89,953</u>	<u>86,673</u>



Notes to the Financial Statements for the Year Ended 31 August 2023

4 Expenditure on raising funds

	Direct costs 2023 £	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
<b>Merchandise sales</b>			
School shop merchandise and secondhand goods	12,092	12,092	14,739
Goodtill POS system	255	255	718
<b>Membership Fees</b>			
Seals swimming club	3,798	3,798	2,587
<b>Event expenses</b>			
Ball	37,855	37,855	25,392
Fete	8,134	8,134	6,966
Quiz	30	30	1,235
Disco	1	1	1,188
Ice cream van for boys	-	-	650
Harvest Festival	83	83	650
Christmas fayre	2,470	2,470	405
Movie screening night	-	-	97
Mr Piercy Leaving event	2,999	2,999	
Mr Piercy gift	10,210	10,210	
Independent reviewer	480	480	
General expenses	1,466	1,466	1,752
	<u>79,875</u>	<u>79,875</u>	<u>55,729</u>

5 Expenditure on charitable activities

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Donations pledged to school	6,506	7,500
Donations paid to school	-	-
Bursary fund	1,000	2,641
Cake sale		20
	<u>7,506</u>	<u>10,161</u>

6 Trustees' remuneration and expenses

No trustees received any remuneration during the year (2022: none).

7 Employees

There were no employees during the year (2022: none).



Notes to the Financial Statements for the Year Ended 31 August 2023

8 Related party transactions

During the year the charity entered into no transactions with related parties or trustees, other than The New Beacon School, details of which are disclosed in Note 5 (2022:none)

9 Debtors

	2023 # £	2022 £
Trade debtors	2,757	1,946
Other debtors	3,323	1,358
	<u>6,080</u>	<u>3,304</u>

10 Creditors: Amounts falling due within one year

	2023 £	2022 £
Pledge to school	11,093	6,652
The New Beacon School Bursary Fund donation	3,641	3,641
Other creditors	5,228	4,995
Amounts received in advance of event held	-	-
	<u>19,962</u>	<u>15,288</u>

11 Fund reconciliation

Unrestricted funds 2022	At 1 September 2021 £	Income £	Expenditure £	At 31 August 2022 £
Unrestricted	65,408	89,658	(65,890)	89,177
	<u>65,408</u>	<u>89,658</u>	<u>(65,890)</u>	<u>89,177</u>
Unrestricted funds 2023	At 1 September 2022 £	Income £	Expenditure £	At 31 August 2023 £
Unrestricted	89,177	94,025	(87,381)	95,821
	<u>89,177</u>	<u>94,025</u>	<u>(87,381)</u>	<u>95,821</u>



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Notes to the Financial Statements for the Year Ended 31 August 2023

12 Analysis of net assets between funds

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Current assets	96,706	85,389
Creditors: Amounts falling due within one year	(19,962)	(15,288)
Net Assets	<u>76,744</u>	<u>70,101</u>

**THE NEW BEACON SCHOOL PARENT ASSOCIATION**

England & Wales - Charity number 1094688

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# Accounts

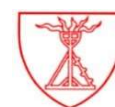
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# **The New Beacon School Parent Association ("NBPA")**

**Annual Report and Accounts  
for the Year Ended 31 August 2022**

N. Russell & Co Limited  
Chartered Certified Accountants  
Baywood  
4 Brittain's Lane  
Sevenoaks  
Kent  
TN13 2ND



**The New Beacon School Parent Association ("NBPA")**  
**Charity registration number: 1094688**

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## **Table of Contents**

Reference and Administrative Details	2
Trustees' Annual Report for the Year Ended 31 August 2022	3
Independent Examiner's Report to the Trustees of The New Beacon School Parent Association ("NBPA")	7
Statement of Financial Activities for the Year Ended 31 August 2022	8
Balance Sheet as at 31 August 2022	9
Notes to the Financial Statements for the Year Ended 31 August 2022	10

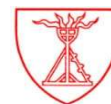


**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## Reference and Administrative Details

<b>Charity name</b>	The New Beacon School Parent Association ("NBPA")
<b>Charity registration number</b>	1094688
<b>Principal office</b>	New Beacon School Brittains Lane Sevenoaks Kent TN13 2PB
<b>Registered office:</b>	New Beacon School Brittains Lane Sevenoaks Kent TN13 2PB
<b>Secretary</b>	Mrs Gina Walker
<b>Chairman</b>	Mrs Astrid Henwood
<b>Events Co-ordinator</b>	Mrs Cheryl Leonard
<b>Head Teacher</b>	Mrs Sarah Brownsdon
<b>Treasurer</b>	Mrs Kate White
<b>Trustees</b>	Mrs Astrid Henwood Mrs Gina Walker Mrs Cheryl Leonard Mrs Kate White Mrs Emma Court
<b>Independent Examiner</b>	Mrs N Curd FCCA N. Russell & Co Limited Baywood 4 Brittains Lane Sevenoaks Kent TN13 2ND
<b>Bankers</b>	National Westminster Bank Plc 67 High Street Sevenoaks Kent TN13 1LA



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## **Trustees' Annual Report for the Year Ended 31 August 2022**

The Trustees present their annual report and examined financial statements of the charity for the year ended 31 August 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Bulletin 1.

### **Trustees**

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

The NBPA is an unincorporated association.

### **Objectives of the charity**

The Constitution of the NBPA (which was adopted on 8 October 2002) states that the object of the charity is to advance the education of pupils in the school in particular by:

1. developing effective relationships between the staff, parents, pupils 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;
3. assisting in maintaining and strengthening links between the school and the local community; and supporting or promoting such educational charitable purposes as the Trustees may in their absolute discretion determine.

### **Public benefit statement**

The NBPA meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

The NBPA continues to support a number of local registered charities through its fundraising initiatives, in addition to contributions made to the school.



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## **Trustees' Annual Report for the Year Ended 31 August 2022**

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

With all COVID-19 restrictions being eased during the current financial year, the NBPA has had another successful year through the hard work of the Committee, the Sub-committees and many other parents and New Beacon staff. In comparison to the 2021 financial year, when lockdown and social restrictions imposed by the Government due to COVID-19 had a significant impact on the NBPA's fundraising abilities during the 2021 financial year with no events at various stages throughout the year (in line with Government guidance), the NBPA was again able to hold many events held in previous financial years prior to COVID-19.

Fundraising from events this year raised £14,736 after all costs (2021: £7,181). The Summer Ball is a bi-annual event that raised a net income of £5,604 (2021: none held).

The main annual event was the Fete which raised £6,671 (2021: none held due to COVID-19, although expenses of £415 were incurred and a Summer raffle was held instead which raised a net income of £3,617). The Quiz night raised £425 (2021: two virtual quiz nights were held due to COVID regulations raised a net income of £1,358).

Funds were also raised via a number of initiatives including the parents' shopping portal £135 (2021: £744). In the current year, the Christmas fayre raised £1,003 (2021: no Christmas fayre was held). In the current year no Comedy night was held (2021: no event was held, but £21 of expenses were incurred) and no tea towels were sold (2021: £1,238 was raised).

In addition to the fundraising events, sales of school merchandise and second hand shop generated a net profit of £18,547 (2021: £5,490). During the current financial year, the decision was made by the NBPA to install a Point of Sale system in the Merchandise and Second hand school shop, for which a cost of £718 was incurred.

The Seals Swimming Club incurred a net cost of £3 (2021: cost of £300) and the school disco run for pupils generated a profit of £1,189 (2021: none held). All boys in the school were treated to an Ice cream at the end of the academic year for which we incurred a cost of £650 (2021: no cost incurred).

Total donations made by the NBPA amounted to £10,161 (2021: £9,400).

A donation to the School's Bursary Fund of £2,641 (2021: £1,000) was approved for the year.

In the current year, NBPA donated £20 for the cake sale and pledged a further £7,500 for the Gentle Playground (of which £1,848 has been paid to the school during the year).

In the previous year(s) the committee pledged £6,000 to the school for new equipment for the rifle club, a donation towards a new Pre-Prep reading scheme and the Gentle playground. Of this, £5,000 has been paid during the 2022 financial year with £1,000 outstanding at year end.

### **Risk factors**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to them. The trustees continue to review and monitor the systems for managing the major strategic, business and operational risks which the charity faces. As at 31 August 2022 the trustees have not identified any operational risks to which the charity may be exposed.



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## **Trustees' Annual Report for the Year Ended 31 August 2022**

### **Financial review**

The accounts for the year ended 31 August 2022 accompany this report.

Incoming resources for the year amounted to £89,658 (2021: £37,065), from which donations of £2,661 (2021: £5,900) were made to the school and external charities, and £7,500 (2021: £3,500) was pledged to the School.

After taking account of resources expended there was a net inflow of resources for the year of £23,768 (2021: £4,693).

At the end of the year the NBPA's funds amounted to £70,101 (2021: £46,333). These funds are unrestricted.

### **Reserves policy**

The trustees aim to maintain reserves at a level they deem sufficient for the future needs of the charity and are aiming to maintain reserves at a level sufficient to support 6 months' expenditure for the shop and general expenses, which, based on the expenditure to 31 August 2022 would amount to £8,245 (2021: £10,076). At 31 August 2022 the unrestricted reserves amounted to £70,101 (2021: £46,333) and therefore this policy has been achieved.

### **Investment policy**

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts and seek to achieve a rate of deposit which matches or exceeds inflation as measured by the retail prices index.

### **Structure, governance and management**

#### **Trustees of the charity**

The trustees who have served during the year and since the year end were as follows:

Mr Michael Piercy (resigned 23 March 2023)  
Mrs Sarah Brownsdon (appointed 10 May 2023)  
Mrs Catherine Daniell (resigned on 5 October 2021)  
Mrs Claire Dimond (resigned on 5 October 2021)  
Mrs Susanna Thomas (resigned on 5 October 2021)  
Mrs Liezl Van der Merwe (resigned on 5 October 2021, re-appointed on 2 June 2022 and resigned on 23 November 2022)  
Mrs Kathleen Widdowson (resigned on 5 October 2021)  
Mrs Astrid Henwood (appointed on 5 October 2021)  
Mrs Gina Walker (appointed on 5 October 2021)  
Mrs Francesca Stott (appointed on 5 October 2021 and resigned on 2 June 2022)  
Mrs Kate White (appointed on 23 November 2022)  
Mrs Cheryl Leonard (appointed on 22 November 2022)  
Mrs Emma Court (appointed on 10 May 2023)

The NBPA is a registered charity (No.1094688) established under a Constitution which was adopted on 8 October 2002. The NBPA is an unincorporated association. The registered address is New Beacon School, Brittain's Lane, Sevenoaks, Kent, TN13 2PB.



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## Trustees' Annual Report for the Year Ended 31 August 2022

### Appointment of trustees

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

### Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Under Charity Law, the trustees shall prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
  - state whether applicable UK Accounting Standards have been followed, subject to any material departures
  - disclosed and explained in the financial statements;
  - prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity
  - will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 26 June 2023

Signed on their behalf by:

*ALHenwood*

[ALHenwood \(Jun 26, 2023 11:31 GMT+1\)](#)

Mrs Astrid Henwood  
Chairman

*Gina Walker*

[Gina Walker \(Jun 26, 2023 11:33 GMT+1\)](#)

Mrs Gina Walker  
Secretary



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## **Independent Examiner's Report to the Trustees of New Beacon School Parents' Association ("NBPA")**

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2022, which are set out on pages 8 to 15.

### **Responsibilities and basis of report**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; 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. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.

*Nicola Curd*

Nicola Curd FCCA  
N. Russell & Co Limited  
Chartered Certified Accountants  
Registered Auditors  
Baywood  
4 Brittain's Lane  
Sevenoaks  
Kent TN13 2ND

26 June 2023



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## Statement of Financial Activities for the Year Ended 31 August 2022

		Unrestricted Funds	Total Funds 2022	Total Funds 2021
	Note	£	£	£
<b>Income from:</b>				
Donations and legacies	2	2,985	2,985	2,946
Other trading activities	3	86,673	86,673	34,119
<b>Total income</b>		<u>89,658</u>	<u>89,658</u>	<u>37,065</u>
<b>Expenditure</b>				
Raising funds	4	55,729	55,729	22,972
Charitable activities	5	10,161	10,161	9,400
<b>Total expenditure</b>		<u>65,890</u>	<u>65,890</u>	<u>32,372</u>
<b>Net movement in funds</b>		23,768	23,768	4,693
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>		46,333	46,333	41,640
<b>Total funds carried forward</b>		<u><u>70,101</u></u>	<u><u>70,101</u></u>	<u><u>46,333</u></u>

All incoming resources and resources expended derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 10 to 15 form an integral part of these financial statements.



## Balance Sheet as at 31 August 2022

	Note	2022		2021	
		£	£	£	£
<b>Current assets</b>					
Stocks and work in progress		14,775		10,067	
Debtors	9	3,304		5,470	
Cash at bank and in hand		<u>67,310</u>		<u>53,397</u>	
			85,389		68,934
Creditors: Amounts falling due within one year	10		(15,288)		(22,601)
<b>Net current assets</b>			<u>70,101</u>		<u>46,333</u>
<b>Total assets less current liabilities</b>			<u><u>70,101</u></u>		<u><u>46,333</u></u>
<b>The funds of the charity:</b>					
<b>Unrestricted income funds</b>					
Other reserves			-		-
Unrestricted income funds			<u>70,101</u>		<u>46,333</u>
<b>Total unrestricted funds</b>			<u><u>70,101</u></u>		<u><u>46,333</u></u>
<b>Total charity funds</b>			<u><u>70,101</u></u>		<u><u>46,333</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees on 26 June 2023 and signed on its behalf by:

*ALHenwood*

ALHenwood (Jun 26, 2023 11:31 GMT+1)

Mrs. Astrid Henwood, as Chairman:

*Gina Walker*

Gina Walker (Jun 26, 2023 11:33 GMT+1)

Mrs. Gina Walker, as Secretary:

The notes on pages 10 to 15 form an integral part of these financial statements.



## Notes to the Financial Statements for the Year Ended 31 August 2022

### 1 Accounting policies

#### **Basis of accounting**

The NBPA is a registered charity in the United Kingdom. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities is to advance the education of pupils in the school.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 as amended by Bulletin 1 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, amended per Bulletin 1.

#### **Incoming recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

#### **Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

Costs of raising funds comprise the costs of running the school shop, and fundraising expenses, together with the associated support costs, as applicable.

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.



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## Notes to the Financial Statements for the Year Ended 31 August 2022

### 1 Accounting policies (continued)

#### Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Further details of each fund are disclosed in note 11.

#### Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

#### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

#### Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

#### Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### 2 Income from donations

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Subscriptions	2,985	2,946
	<u>2,985</u>	<u>2,946</u>



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## Notes to the Financial Statements for the Year Ended 31 August 2022

### 3 Income from other trading activities

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
<b>Merchandise sales</b>		
School shop merchandise and secondhand sales of purchased goods	33,286	23,676
<b>Membership Fees</b>		
Seals swimming club	2,584	720
<b>Commission</b>		
Shopping portal sales	135	744
<b>Event Income</b>		
Ball	30,996	-
Fete income	13,637	-
Disco	2,377	-
Quiz night	1,660	1,420
Christmas fayre	1,408	-
Movie screening night	590	-
Own clothes day	-	414
Summer raffle	-	4,142
Staff gifts donations received	-	989
Tea towels	-	2,014
	<u>86,673</u>	<u>34,119</u>



## Notes to the Financial Statements for the Year Ended 31 August 2022

### 4 Expenditure on raising funds

	Direct costs 2022 £	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
<b>Merchandise sales</b>			
School shop merchandise and secondhand goods	14,739	14,739	18,186
Goodtill POS system	718	718	-
<b>Membership Fees</b>			
Seals swimming club	2,587	2,587	1,020
<b>Event expenses</b>			
Ball	25,392	25,392	-
Fete	6,966	6,966	415
Quiz	1,235	1,235	62
Disco	1,188	1,188	-
Ice cream van for boys	650	650	-
Christmas fayre	405	405	-
Movie screening night	97	97	-
Comedy night	-	-	21
Summer raffle	-	-	525
Tea towels	-	-	776
General expenses	1,752	1,752	1,967
	<u>55,729</u>	<u>55,729</u>	<u>22,972</u>

### 5 Expenditure on charitable activities

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Donations pledged to school	7,500	3,500
Donations paid to school	-	4,900
Bursary fund	2,641	1,000
Cake sale	20	-
	<u>10,161</u>	<u>9,400</u>

### 6 Trustees' remuneration and expenses

No trustees received any remuneration during the year (2021:none).

### 7 Employees

There were no employees during the year (2021: none).



## Notes to the Financial Statements for the Year Ended 31 August 2022

### 8 Related party transactions

During the year the charity entered into no transactions with related parties or trustees, other than The New Beacon School, details of which are disclosed in Note 5 (2021:none).

### 9 Debtors

	2022 £	2021 £
Trade debtors	1,946	2,524
Other debtors	1,358	2,946
	<u>3,304</u>	<u>5,470</u>

### 10 Creditors: Amounts failing due within one year

	2022 £	2021 £
Pledge to school	6,652	6,000
The New Beacon School Bursary Fund donation	3,641	2,000
Other creditors	4,995	1,020
Amounts received in advance of event held	-	13,581
	<u>15,288</u>	<u>22,601</u>

### 11 Fund reconciliation

Unrestricted funds 2021	At 1 September 2020 £	Incoming resources £	Resources expended £	At 31 August 2021 £
Unrestricted	41,640	37,065	(32,372)	46,333
	<u>41,640</u>	<u>37,065</u>	<u>(32,372)</u>	<u>46,333</u>
Unrestricted funds 2022	At 1 September 2021 £	Incoming resources £	Resources expended £	At 31 August 2022 £
Unrestricted	46,333	89,658	(65,890)	70,101
	<u>46,333</u>	<u>89,658</u>	<u>(65,890)</u>	<u>70,101</u>



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## Notes to the Financial Statements for the Year Ended 31 August 2022

### 12 Analysis of net assets between funds

	<b>Unrestricted Funds 2022 £</b>	<b>Unrestricted Funds 2021 £</b>
Current assets	85,389	68,934
Creditors: Amounts falling due within one year	<u>(15,288)</u>	<u>(22,601)</u>
Net Assets	<u><u>70,101</u></u>	<u><u>46,333</u></u>

**THE NEW BEACON SCHOOL PARENT ASSOCIATION**

England & Wales - Charity number 1094688

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# Accounts

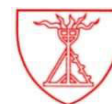
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# **The New Beacon School Parent Association ("NBPA")**

**Annual Report and Accounts  
for the Year Ended 31 August 2021**

N. Russell & Co Limited  
Chartered Certified Accountants  
Registered Auditors  
Baywood  
4 Brittain's Lane  
Sevenoaks  
Kent  
TN13 2ND



**The New Beacon School Parent Association ("NBPA")**  
**Charity registration number: 1094688**

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## **Table of Contents**

Reference and Administrative Details	2
Trustees' Annual Report for the Year Ended 31 August 2021	3
Independent Examiner's Report to the Trustees of The New Beacon School Parent Association ("NBPA")	7
Statement of Financial Activities for the Year Ended 31 August 2021	8
Balance Sheet as at 31 August 2021	9
Notes to the Financial Statements for the Year Ended 31 August 2021	10



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## Reference and Administrative Details

<b>Charity name</b>	The New Beacon School Parent Association ("NBPA")
<b>Charity registration number</b>	1094688
<b>Principal office</b>	New Beacon School Brittains Lane Sevenoaks Kent TN13 2PB
<b>Registered office:</b>	New Beacon School Brittains Lane Sevenoaks Kent TN13 2PB
<b>Secretary</b>	Mrs Claire Dimond (resigned on 5 October 2021) Mrs Susanna Thomas (resigned on 5 October 2021) Mrs Gina Walker (appointed on 5 October 2021)
<b>Chairman</b>	Mrs Catherine Daniell (resigned on 5 October 2021) Mrs Astrid Henwood (appointed on 5 October 2021)
<b>Events Co-ordinator</b>	Mrs Kathleen Widdowson (resigned on 5 October 2021)
<b>Headmaster</b>	Mr Michael Piercy
<b>Treasurer</b>	Mrs Liezl Van der Merwe (resigned on 5 October 2021 and re-appointed on 2 June 2022) Mrs Francesca Stott (appointed on 5 October 2021 and resigned on 2 June 2022)
<b>Trustees</b>	Mr Michael Piercy Mrs Catherine Daniell (resigned on 5 October 2021) Mrs Claire Dimond (resigned on 5 October 2021) Mrs Susanna Thomas (resigned on 5 October 2021) Mrs Liezl Van der Merwe (resigned on 5 October 2021 and re-appointed on 2 June 2022) Mrs Kathleen Widdowson (resigned on 5 October 2021) Mrs Astrid Henwood (appointed on 5 October 2021) Mrs Gina Walker (appointed on 5 October 2021) Mrs Francesca Stott (appointed on 5 October 2021 and resigned on 2 June 2022)
<b>Independent Examiner</b>	Mrs N Curd FCCA N. Russell & Co Limited Baywood 4 Brittains Lane Sevenoaks Kent TN13 2ND
<b>Bankers</b>	National Westminster Bank Plc 67 High Street Sevenoaks Kent TN13 1LA



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## **Trustees' Annual Report for the Year Ended 31 August 2021**

The Trustees present their annual report and examined financial statements of the charity for the year ended 31 August 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Bulletin 1.

### **Trustees**

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

The NBPA is an unincorporated association.

### **Objectives of the charity**

The Constitution of the NBPA (which was adopted on 8 October 2002) states that the object of the charity is to advance the education of pupils in the school in particular by:

1. developing effective relationships between the staff, parents, pupils 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;
3. assisting in maintaining and strengthening links between the school and the local community; and supporting or promoting such educational charitable purposes as the Trustees may in their absolute discretion determine.

### **Public benefit statement**

The NBPA meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

The NBPA continues to support a number of local registered charities through its fundraising initiatives, in addition to contributions made to the school.



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## Trustees' Annual Report for the Year Ended 31 August 2021

### Summary of the main achievements during the year

Despite all the difficulties that COVID-19 had brought, the NBPA has had another successful year through the hard work of the Committee, the Sub-committees and many other parents and New Beacon staff. However, the lockdown and social restrictions imposed by the Government due to COVID-19 had a significant impact on the NBPA's fundraising abilities during the 2021 financial year. There were no events at various stages throughout the year (in line with Government guidance).

Fundraising from events this year raised £7,181 after all costs (2020: £4,714). The Summer Ball is a bi-annual event (2020: none held), but it was decided to hold this event in September 2021. As a result net income of £13,581 was received and paid in advance in relation to this event.

The main annual event was the Quiz night (two virtual quiz nights were held due to COVID regulations) which raised a net income of £1,358 (2020: £2,613). There was no Fete in 2021 (2020: none held) due to COVID-19, although expenses of £415 were incurred (2020: £100), but a Summer raffle was held instead and raised a net income of £3,617 (2020: none held).

Funds were also raised via a number of initiatives including the parents' shopping portal £744 (2020: £480). One new fundraising initiative, the sale of tea towels raised £1,238. In the current year, no Christmas fayre was held (2020: profit of £1,203) and even though no Comedy night was held, expenses of £21 were incurred (2020: profit £1,003).

In addition to the fundraising events, sales of school merchandise generated a net profit of £3,211 (2020: £1,392). The school second hand shop generated a net profit of £2,279 (2020: £4,125).

No parents' welcome drinks were held in 2021 (2020: net cost of £275) and the Seals Swimming Club incurred a net cost of £300 (2020: cost of £520). No school disco was run for pupils (2020: none held).

Total donations made by the NBPA amounted to £9,400 (2020: £26,320).

A donation to the School's Bursary Fund of £1,000 (2020: £1,000) was approved for the year.

In the current year, NBPA donated £4,900 to the School for new Gazebos and pledged a further £3,500 for the Gentle Playground.

In the previous year the committee pledged £23,140 to the school for tablets, new books in the Middle/Senior school library, new equipment for the rifle club and a donation towards a new Pre-Prep reading scheme. Of this, £20,640 has been paid during the 2021 financial year with £2,500 outstanding at year end.



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## Trustees' Annual Report for the Year Ended 31 August 2021

### **Risk factors**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to them. The trustees continue to review and monitor the systems for managing the major strategic, business and operational risks which the charity faces. As at 31 August 2021 the trustees have not identified any operational risks to which the charity may be exposed.

### **Financial review**

The accounts for the year ended 31 August 2021 accompany this report.

Incoming resources for the year amounted to £37,065 (2020: £26,759), from which donations of £5,900 (2020: £4,698) were made to the school and external charities, and £3,500 (2020: £21,622) was pledged to the School.

After taking account of resources expended there was a net inflow of resources for the year of £4,693 (2020: net outflow of £13,314).

At the end of the year the NBPA's funds amounted to £46,333 (2020: £41,640). These funds are unrestricted.

### **Reserves policy**

The trustees aim to maintain reserves at a level they deem sufficient for the future needs of the charity and are aiming to maintain reserves at a level sufficient to support 6 months' expenditure for the shop and general expenses, which, based on the expenditure to 31 August 2021 would amount to £10,076 (2020: 5,040). At 31 August 2021 the unrestricted reserves amounted to £46,333 (2020: £41,640) and therefore this policy has been achieved.

### **Investment policy**

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts and seek to achieve a rate of deposit which matches or exceeds inflation as measured by the retail prices index.

### **Structure, governance and management**

#### **Trustees of the charity**

The trustees who have served during the year and since the year end were as follows:

Mr Michael Piercy

Mrs Catherine Daniell (resigned on 5 October 2021)

Mrs Claire Dimond (resigned on 5 October 2021)

Mrs Susanna Thomas (resigned on 5 October 2021)

Mrs Liezl Van der Merwe (resigned on 5 October 2021 and re-appointed on 2 June 2022)

Mrs Kathleen Widdowson (resigned on 5 October 2021)

Mrs Astrid Henwood (appointed on 5 October 2021)

Mrs Gina Walker (appointed on 5 October 2021)

Mrs Francesca Stott (appointed on 5 October 2021 and resigned on 2 June 2022)

The NBPA is a registered charity (No.1094688) established under a Constitution which was adopted on 8 October 2002. The NBPA is an unincorporated association. The registered address is New Beacon School, Brittain's Lane, Sevenoaks, Kent, TN13 2PB.



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## Trustees' Annual Report for the Year Ended 31 August 2021

### Appointment of trustees

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

### Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Under Charity Law, the trustees shall prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
  - state whether applicable UK Accounting Standards have been followed, subject to any material departures
  - disclosed and explained in the financial statements;
  - prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity
  - will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 30 June 2022

Signed on their behalf by:

  
Astrid Henwood (Jun 30, 2022 17:02 GMT+1)

Mrs Astrid Henwood  
Chairman

  
Gina Walker (Jun 30, 2022 17:05 GMT+1)

Mrs Gina Walker  
Secretary



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## **Independent Examiner's Report to the Trustees of New Beacon School Parents' Association ("NBPA")**

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2021, which are set out on pages 8 to 15.

### **Responsibilities and basis of report**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; 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. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.

Nicola Curd FCCA  
N. Russell & Co Limited  
Chartered Certified Accountants  
Registered Auditors  
Baywood  
4 Brittain's Lane  
Sevenoaks  
Kent TN13 2ND

30 June 2022



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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**Statement of Financial Activities for the Year Ended 31 August 2021**

		<b>Unrestricted Funds</b>	<b>Total Funds 2021</b>	<b>Total Funds 2020</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income from:</b>				
Donations and legacies	2	2,946	2,946	3,631
Other trading activities	3	34,119	34,119	23,128
<b>Total income</b>		<u>37,065</u>	<u>37,065</u>	<u>26,759</u>
<b>Expenditure</b>				
Raising funds	4	22,972	22,972	13,478
Charitable activities	5	9,400	9,400	26,595
<b>Total expenditure</b>		<u>32,372</u>	<u>32,372</u>	<u>40,073</u>
<b>Net movement in funds</b>		4,693	4,693	(13,314)
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>		41,640	41,640	54,954
<b>Total funds carried forward</b>		<u><u>46,333</u></u>	<u><u>46,333</u></u>	<u><u>41,640</u></u>

All incoming resources and resources expended derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 10 to 15 form an integral part of these financial statements.



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

## Balance Sheet as at 31 August 2021

Note	2021		2020	
	£	£	£	£
<b>Current assets</b>				
Stocks and work in progress	10,067		13,091	
Debtors	9	5,470	4,513	
Cash at bank and in hand		<u>53,397</u>	<u>53,133</u>	
		68,934		70,737
Creditors: Amounts falling due within one year	10	(22,601)	(29,097)	
<b>Net current assets</b>		<u>46,333</u>	<u>41,640</u>	
<b>Total assets less current liabilities</b>		<u><u>46,333</u></u>	<u><u>41,640</u></u>	
<b>The funds of the charity:</b>				
<b>Unrestricted income funds</b>				
Other reserves		-	-	
Unrestricted income funds		<u>46,333</u>	<u>41,640</u>	
<b>Total unrestricted funds</b>		<u><u>46,333</u></u>	<u><u>41,640</u></u>	
<b>Total charity funds</b>		<u><u>46,333</u></u>	<u><u>41,640</u></u>	

The financial statements were approved and authorised for issue by the Board of Trustees on 30 June 2022 and signed on its behalf by:

Astrid Henwood  
Astrid Henwood (Jun 30, 2022 17:02 GMT+1)

Mrs Astrid Henwood  
Chairman

Gina Walker  
Gina Walker (Jun 30, 2022 17:05 GMT+1)

Mrs Gina Walker  
Secretary

The notes on pages 10 to 15 form an integral part of these financial statements.



## **Notes to the Financial Statements for the Year Ended 31 August 2021**

### **1 Accounting policies**

#### **Basis of accounting**

The NBPA is a registered charity in the United Kingdom. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities is to advance the education of pupils in the school.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 as amended by Bulletin 1 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, amended per Bulletin 1.

#### **Incoming recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

#### **Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

Costs of raising funds comprise the costs of running the school shop, and fundraising expenses, together with the associated support costs, as applicable.

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.



## Notes to the Financial Statements for the Year Ended 31 August 2021

### 1 Accounting policies (continued)

#### Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Further details of each fund are disclosed in note 11.

#### Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

#### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

#### Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

#### Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### 2 Income from donations

	<b>Unrestricted Funds 2021 £</b>	<b>Unrestricted Funds 2020 £</b>
Subscriptions	2,946	3,180
Gift Aid on subscriptions	-	451
	<u>2,946</u>	<u>3,631</u>



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## Notes to the Financial Statements for the Year Ended 31 August 2021

### 3 Income from other trading activities

	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
<b>Merchandise sales</b>		
School merchandise sales of purchased goods	14,078	8,562
School shop sales of purchased goods	9,598	6,372
<b>Membership Fees</b>		
Seals swimming club	720	200
<b>Commission</b>		
Shopping portal sales	744	480
Firework display ticket sales	-	732
<b>Event Income</b>		
Fete income	-	100
Quiz night	1,420	3,920
Christmas fayre	-	1,697
Comedy night	-	1,065
Own clothes day	414	-
Summer raffle	4,142	-
Staff gifts donations received	989	-
Tea towels	2,014	-
	<u>34,119</u>	<u>23,128</u>



## Notes to the Financial Statements for the Year Ended 31 August 2021

### 4 Expenditure on raising funds

	Direct costs 2021 £	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
<b>Merchandise sales</b>			
School merchandise	10,867	10,867	7,170
School shop	7,319	7,319	2,247
<b>Membership Fees</b>			
Seals swimming club	1,020	1,020	720
<b>Commission</b>			
Firework display tickets	-	-	610
<b>Event expenses</b>			
Fete	415	415	200
Quiz	62	62	1,307
Christmas fayre	-	-	494
Clay pigeon shooting	-	-	5
Comedy night	21	21	62
Summer raffle	525	525	-
Tea towels	776	776	-
Interest expense	-	-	-
General expenses	1,967	1,967	663
	<u>22,972</u>	<u>22,972</u>	<u>13,478</u>

### 5 Expenditure on charitable activities

	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
Donations pledged to school	3,500	21,622
Donations paid to school	4,900	1,498
Bursary fund	1,000	1,000
Alice's Arc donation	-	1,200
COVID-19 community response donation	-	1,000
Parents' welcome drinks	-	275
	<u>9,400</u>	<u>26,595</u>



## Notes to the Financial Statements for the Year Ended 31 August 2021

### 6 Trustees' remuneration and expenses

No trustees received any remuneration during the year (2020:none).

### 7 Employees

There were no employees during the year (2020: none).

### 8 Related party transactions

During the year the charity entered into no transactions with related parties or trustees, other than The New Beacon School, details of which are disclosed in Note 5 (2020:none).

### 9 Debtors

	2021	2020
	£	£
Trade debtors	2,524	73
Gift Aid reclaimable	-	1,230
Other debtors	2,946	3,210
	<u>5,470</u>	<u>4,513</u>

### 10 Creditors: Amounts falling due within one year

	2021	2020
	£	£
Pledge to school	6,000	23,140
The New Beacon School Bursary Fund donation	2,000	3,122
Hospice in the Weald donation	-	1,334
COVID-19 community response donation	-	1,000
Other creditors	1,020	501
Amounts received in advance of event held	13,581	-
	<u>22,601</u>	<u>29,097</u>

### 11 Fund reconciliation

Unrestricted funds 2020	At 1 September 2019	Incoming resources	Resources expended	At 31 August 2020
	£	£	£	£
Unrestricted	54,954	26,759	(40,073)	41,640
	<u>54,954</u>	<u>26,759</u>	<u>(40,073)</u>	<u>41,640</u>
Unrestricted funds 2021	At 1 September 2020	Incoming resources	Resources expended	At 31 August 2021
	£	£	£	£
Unrestricted	41,640	37,065	(32,372)	46,333
	<u>41,640</u>	<u>37,065</u>	<u>(32,372)</u>	<u>46,333</u>



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## Notes to the Financial Statements for the Year Ended 31 August 2021

### 12 Analysis of net assets between funds

	<b>Unrestricted Funds 2021 £</b>	<b>Unrestricted Funds 2020 £</b>
Current assets	68,934	70,737
Creditors: Amounts falling due within one year	(22,601)	(29,097)
Net Assets	<u>46,333</u>	<u>41,640</u>

**THE NEW BEACON SCHOOL PARENT ASSOCIATION**

England & Wales - Charity number 1094688

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# Accounts

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# **The New Beacon School Parent Association ("NBPA")**

**Annual Report and Accounts  
for the Year Ended 31 August 2020**

N. Russell & Co Limited  
Chartered Certified Accountants  
Registered Auditors  
Baywood  
4 Britains Lane  
Sevenoaks  
Kent  
TN13 2ND



**The New Beacon School Parent Association ("NBPA")**  
**Charity registration number: 1094688**

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## **Table of Contents**

Reference and Administrative Details	2
Trustees' Annual Report for the Year Ended 31 August 2020	3
Independent Examiner's Report to the Trustees of The New Beacon School Parent Association ("NBPA")	7
Statement of Financial Activities for the Year Ended 31 August 2020	8
Balance Sheet as at 31 August 2020	9
Notes to the Financial Statements for the Year Ended 31 August 2020	10



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## Reference and Administrative Details

<b>Charity name</b>	The New Beacon School Parent Association ("NBPA")
<b>Charity registration number</b>	1094688
<b>Principal office</b>	New Beacon School Brittains Lane Sevenoaks Kent TN13 2PB
<b>Registered office:</b>	New Beacon School Brittains Lane Sevenoaks Kent TN13 2PB
<b>Secretary</b>	Mrs Lesley Harrison (resigned on 19 September 2019) Mrs Claire Dimond (appointed on 28 September 2019) Mrs Susanna Thomas (appointed on 27 September 2019)
<b>Chairman</b>	Mrs Sarah Sumner (resigned on 28 September 2019) Mrs Catherine Daniell (appointed on 28 September 2019)
<b>Events Co-ordinator</b>	Mrs Candice Glenday (resigned on 19 September 2019) Mrs Kathleen Widdowson (appointed on 28 September 2019)
<b>Headmaster</b>	Mr Michael Piercy
<b>Treasurer</b>	Mrs Liezl Van der Merwe
<b>Trustees</b>	Mr Michael Piercy Mrs Catherine Daniell (appointed on 28 September 2019) Mrs Claire Dimond (appointed on 28 September 2019) Mrs Susanna Thomas (appointed on 27 September 2019) Mrs Liezl van der Merwe Mrs Kathleen Widdowson (appointed on 28 September 2019) Mrs Lesley Harrison (resigned on 19 September 2019) Mrs Sarah Sumner (resigned on 19 September 2019) Mrs Candice Glenday (resigned on 19 September 2019) Mrs Kim Murphy (resigned on 19 September 2019)
<b>Independent Examiner</b>	Mrs N Curd FCCA N. Russell & Co Limited Baywood 4 Brittains Lane Sevenoaks Kent TN13 2ND
<b>Bankers</b>	National Westminster Bank Plc 67 High Street Sevenoaks Kent TN13 1LA



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## **Trustees' Annual Report for the Year Ended 31 August 2020**

The Trustees present their annual report and examined financial statements of the charity for the year ended 31 August 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Bulletin 1.

### **Trustees**

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

The NBPA is an unincorporated association.

### **Objectives of the charity**

The Constitution of the NBPA (which was adopted on 8 October 2002) states that the object of the charity is to advance the education of pupils in the school in particular by:

1. developing effective relationships between the staff, parents, pupils 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;
3. assisting in maintaining and strengthening links between the school and the local community; and supporting or promoting such educational charitable purposes as the Trustees may in their absolute discretion determine.

### **Public benefit statement**

The NBPA meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

The NBPA continues to support a number of local registered charities through its fundraising initiatives, in addition to contributions made to the school.



## **Trustees' Annual Report for the Year Ended 31 August 2020**

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

Despite all the difficulties that COVID-19 had brought, the NBPA has had another successful year through the hard work of the Committee, the Sub-committees and many other parents and New Beacon staff. However, the lockdown and social restrictions imposed by the Government due to COVID-19 had a significant impact on the NBPA's fundraising abilities during the 2020 financial year. No events were held since March 2020, and there was also a reduction in Merchandise and School shop sales.

Fundraising from events this year raised £4,714 after all costs (2019: £40,141). In the current year there was no Summer Ball, as this is a biennial event (2019: £21,678).

The main annual event was the Quiz Night, which raised net income of £2,613 (2019: £2,591). There was no Fete in 2020 due to COVID-19, although expenses of £100 were incurred (2019: £7,865).

Funds were also raised via a number of initiatives including the Christmas fayre £1,203 (2019: £937), parents' shopping portal £480 (2019: £965) and a percentage of the proceeds of Sevenoaks Round Table's Fireworks event £122 (2019: £155). One new fundraising initiative, a Comedy night, was held during the current year. This raised £1,003. In the current year, no clay pigeon shooting event was held, although expenses of £5 were incurred (2019: profit of £730).

In addition to the fundraising events, sales of school merchandise generated a net profit of £1,392 (2019: £612). The school second hand shop generated a net profit of £4,125 (2019: £5,970).

The parents' welcome drinks incurred a net cost of £275 (2019: £214) and the Seals Swimming Club incurred a net cost of £520 (2019: surplus of £550). No school disco was run for pupils (2019: income of £848).

Donations made by the NBPA amounted to £26,320 (2019: £31,456).

A donation to the School's Bursary Fund of £1,000 (2019: 10% of net profits amounted to £2,122) was approved for the year.

In the current year, the NBPA committee donated £1,200 from the Christmas Fayre to a local charity, Alice's Arc. Additionally, the NBPA has donated £1,000 towards the COVID-19 community response equipment needed.

Following the 2019 Ball (a biennial event) a donation of £1,334 was made to Hospice in the Weald, which represented 10% of the net profit from the ball. There was no ball in the current year.

In the current year, NBPA donated £1,498 to the School and pledged a further £21,622 for the purchase of tablets, new books in the Middle/ Senior school library, new equipment for the rifle club and a donation towards a new Pre-prep reading scheme.

In the previous year the outgoing committee pledged £28,000 to the school for the outdoor playground, school fees donation, a defibrillator and new books in the Pre-prep department. This was paid to the school in the current year, apart from £1,500 for new books in the Pre-prep department.



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## **Trustees' Annual Report for the Year Ended 31 August 2020**

### **Risk factors**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to them. The trustees continue to review and monitor the systems for managing the major strategic, business and operational risks which the charity faces. As at 31 August 2020 the trustees have not identified any operational risks to which the charity may be exposed.

### **Financial review**

The accounts for the year ended 31 August 2020 accompany this report.

Incoming resources for the year amounted to £26,759 (2019: £130,541), from which donations of £4,698 (2019: £3,456) were made to the school and external charities, and £21,622 was pledged to the School.

After taking account of resources expended there was a net outflow of resources for the year of £13,314 (2019: net cash inflow of £19,286).

At the end of the year the NBPA's funds amounted to £41,640 (2019: £54,954). These funds are unrestricted.

### **Reserves policy**

The trustees aim to maintain reserves at a level they deem sufficient for the future needs of the charity and are aiming to maintain reserves at a level sufficient to support 6 months' expenditure for the shop and general expenses, which, based on the expenditure to 31 August 2020 would amount to £5,040 (2019: £10,110). At 31 August 2020 the unrestricted reserves amounted to £41,640 (2019: £54,954) and therefore this policy has been achieved.

### **Investment policy**

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts and seek to achieve a rate of deposit which matches or exceeds inflation as measured by the retail prices index.

### **Structure, governance and management**

#### **Trustees of the charity**

The trustees who have served during the year and since the year end were as follows:

Mr Michael Piercy  
Mrs Catherine Daniell (appointed on 28 September 2019)  
Mrs Claire Dimond (appointed on 28 September 2019)  
Mrs Susanna Thomas (appointed on 27 September 2019)  
Mrs Liezl van der Merwe  
Mrs Kathleen Widdowson (appointed on 28 September 2019)  
Mrs Lesley Harrison (resigned on 19 September 2019)  
Mrs Sarah Sumner (resigned on 19 September 2019)  
Mrs Candice Glenday (resigned on 19 September 2019)  
Mrs Kim Murphy (resigned on 19 September 2019)

The NBPA is a registered charity (No.1094688) established under a Constitution which was adopted on 8 October 2002. The NBPA is an unincorporated association. The registered address is New Beacon School, Brittain's Lane, Sevenoaks, Kent, TN13 2PB.

**The New Beacon School Parent Association ("NBPA")**

Charity registration number: 1094688



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**Trustees' Annual Report for the Year Ended 31 August 2020**

**Appointment of trustees**

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator, these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

**Trustees' responsibilities**

The trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Under Charity Law, the trustees shall prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 7 October 2020

Signed on their behalf by

Mrs. C. Daniell, as Chairman:

Mrs. C. Dimond, as Secretary:



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## **Independent Examiner's Report to the Trustees of New Beacon School Parents' Association ("NBPA")**

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2020, which are set out on pages 8 to 15.

### **Responsibilities and basis of report**

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; 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. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **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 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.

Nicola Curd FCCA  
N. Russell & Co Limited  
Chartered Certified Accountants  
Registered Auditors  
Baywood  
4 Brittain's Lane  
Sevenoaks  
Kent TN13 2ND

24 June 2021



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## Statement of Financial Activities for the Year Ended 31 August 2020

		<b>Unrestricted Funds</b>	<b>Total Funds 2020</b>	<b>Total Funds 2019</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income from:</b>				
Donations and legacies	2	3,631	3,631	3,711
Other trading activities	3	23,128	23,128	126,830
<b>Total income</b>		<u>26,759</u>	<u>26,759</u>	<u>130,541</u>
<b>Expenditure</b>				
Raising funds	4	13,478	13,478	79,585
Charitable activities	5	26,595	26,595	31,670
<b>Total expenditure</b>		<u>40,073</u>	<u>40,073</u>	<u>111,255</u>
<b>Net movement in funds</b>		(13,314)	(13,314)	19,286
<b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>		54,954	54,954	35,668
<b>Total funds carried forward</b>		<u><u>41,640</u></u>	<u><u>41,640</u></u>	<u><u>54,954</u></u>

All incoming resources and resources expended derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 10 to 15 form an integral part of these financial statements.



Balance Sheet as at 31 August 2020

	Note	2020		2019	
		£	£	£	£
<b>Current assets</b>					
Stocks and work in progress		13,091		14,058	
Debtors	9	4,513		1,077	
Cash at bank and in hand		<u>53,133</u>		<u>71,515</u>	
			70,737		86,650
Creditors: Amounts falling due within one year	10		(29,097)		(31,696)
<b>Net current assets</b>			<u>41,640</u>		<u>54,954</u>
<b>Total assets less current liabilities</b>			<u><b>41,640</b></u>		<u><b>54,954</b></u>
<b>The funds of the charity:</b>					
<b>Unrestricted income funds</b>					
Other reserves			-		-
Unrestricted income funds			<u>41,640</u>		<u>54,954</u>
<b>Total unrestricted funds</b>			<u><b>41,640</b></u>		<u><b>54,954</b></u>
<b>Total charity funds</b>			<u><b>41,640</b></u>		<u><b>54,954</b></u>

The financial statements were approved and authorised for issue by the Board of Trustees on 7 October 2020 and signed on its behalf by:

Mrs. C. Daniell, as Chairman

Mrs. C Dimond, as Secretary

The notes on pages 10 to 15 form an integral part of these financial statements



## Notes to the Financial Statements for the Year Ended 31 August 2020

### 1 Accounting policies

#### **Basis of accounting**

The NBPA is a registered charity in the United Kingdom. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities is to advance the education of pupils in the school.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 as amended by Bulletin 1 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, amended per Bulletin 1.

#### **Incoming recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

#### **Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

Costs of raising funds comprise the costs of running the school shop, and fundraising expenses, together with the associated support costs, as applicable.

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.



## Notes to the Financial Statements for the Year Ended 31 August 2020

### 1 Accounting policies (continued)

#### Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Further details of each fund are disclosed in note 11.

#### Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

#### Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

#### Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

#### Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

#### Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### 2 Income from donations

	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
Subscriptions	3,180	3,252
Gift Aid on subscriptions	451	459
	<u>3,631</u>	<u>3,711</u>



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## Notes to the Financial Statements for the Year Ended 31 August 2020

### 3 Income from other trading activities

	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
<b>Merchandise sales</b>		
School merchandise sales of purchased goods	8,562	15,331
School shop sales of purchased goods	6,372	10,273
<b>Membership Fees</b>		
Seals swimming club	200	2,490
<b>Commission</b>		
Shopping portal sales	480	965
Firework display ticket sales	732	777
Christmas wrapping paper sales	-	323
<b>Event Income</b>		
Fete income	100	14,104
Quiz night	3,920	3,755
Movie screening night	-	661
Christmas fayre	1,697	1,899
Clay pigeon shooting	-	3,730
Comedy night	1,065	-
Disco	-	1,186
Ball	-	71,336
	<u>23,128</u>	<u>126,830</u>



## Notes to the Financial Statements for the Year Ended 31 August 2020

### 4 Expenditure on raising funds

	Direct costs 2020 £	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
<b>Merchandise sales</b>			
School merchandise	7,170	7,170	14,719
School shop	2,247	2,247	4,303
<b>Membership Fees</b>			
Seals swimming club	720	720	1,940
<b>Commission</b>			
Firework display tickets	610	610	622
Christmas wrapping paper sales	-	-	253
<b>Event expenses</b>			
Fete	200	200	6,239
Quiz	1,307	1,307	1,164
Movie screening night	-	-	169
Christmas fayre	494	494	962
Clay pigeon shooting	5	5	3,000
Comedy night	62	62	-
Disco	-	-	338
Ball	-	-	44,658
Interest expense	-	-	21
General expenses	663	663	1,197
	<u>13,478</u>	<u>13,478</u>	<u>79,585</u>

### 5 Expenditure on charitable activities

	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £
Donation pledged to school	21,622	28,000
Donations paid to school	1,498	
Bursary fund	1,000	2,122
Alice's Arc donation	1,200	-
Hospice in the Weald donation	-	1,334
COVID-19 community response donation	1,000	-
Parents' welcome drinks	275	214
	<u>26,595</u>	<u>31,670</u>



## Notes to the Financial Statements for the Year Ended 31 August 2020

### 6 Trustees' remuneration and expenses

No trustees received any remuneration during the year (2019:none).

### 7 Employees

There were no employees during the year (2019: none).

### 8 Related party transactions

During the year the charity entered into no transactions with related parties or trustees, other than The New Beacon School, details of which are disclosed in Note 5 (2019:none).

### 9 Debtors

	2020	2019
	£	£
Trade debtors	73	-
Gift Aid reclaimable	1,230	779
Other debtors	3,210	298
	<u>4,513</u>	<u>1,077</u>

### 10 Creditors: Amounts falling due within one year

	2020	2019
	£	£
Pledge to school	23,140	28,000
The New Beacon School Bursary Fund donation	3,122	2,122
Hospice in the Weald donation	1,334	1,334
COVID-19 community response donation	1,000	-
Other creditors	501	240
	<u>29,097</u>	<u>31,696</u>

### 11 Fund reconciliation

Unrestricted funds 2019	At 1 September 2018	Incoming resources	Resources expended	At 31 August 2019
	£	£	£	£
Unrestricted	35,668	130,541	(111,255)	54,954
	<u>35,668</u>	<u>130,541</u>	<u>(111,255)</u>	<u>54,954</u>
Unrestricted funds 2020	At 1 September 2019	Incoming resources	Resources expended	At 31 August 2020
	£	£	£	£
Unrestricted	54,954	26,759	(40,073)	41,640
	<u>54,954</u>	<u>26,759</u>	<u>(40,073)</u>	<u>41,640</u>



**The New Beacon School Parent Association ("NBPA")**  
Charity registration number: 1094688

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## Notes to the Financial Statements for the Year Ended 31 August 2020

### 12 Analysis of net assets between funds

	<b>Unrestricted Funds 2020 £</b>	<b>Unrestricted Funds 2019 £</b>
Current assets	70,737	86,650
Creditors: Amounts falling due within one year	<u>(29,097)</u>	<u>(31,696)</u>
Net Assets	<u><u>41,640</u></u>	<u><u>54,954</u></u>