

# Chipstead Valley Primary School - Parents Teachers Friends Association

England & Wales · Charity number 1094760

## Details

---

Other names	PARENT TEACHER ASSOCIATION OF CHIPSTEAD VALLEY PRIMARY SCHOOL, CHIPSTEAD VALLEY PRIMARY SCHOOL PARENTS TEACHERS
Status	Registered
Legal form	Other
Registered	2002-11-26
Register	<a href="#">View on the Charity Commission register</a>

## Contact

---

Address	Chipstead Valley Primary School Chipstead Valley Road Coulsdon CR5 3BW
Phone	01737553255
Email	<a href="mailto:ptfa@chipstead.croydon.sch.uk">ptfa@chipstead.croydon.sch.uk</a>
Website	<a href="http://www.chipsteadvalley.com/">http://www.chipsteadvalley.com/</a>

## Activities

---

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

**Activities:** Fund raising for Chipstead Valley Primary School to provide extra resources for the children.

## Classification

---

- **How:** Provides Other Finance
- **What:** Education/training
- **Who:** Children/young People, Other Defined Groups

## Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE CHIPSTEAD VALLEY PRIMARY SCHOOL
- Croydon

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£34,093	£29,860	-	-
2023-12-31	£45,280	£42,590	-	-
2022-12-31	£41,720	£35,542	-	-
2021-12-31	£18,247	£16,841	-	-
2020-12-31	£8,059	£30,971	-	-

## Trustees

Name	Role	Appointed
Ian Jones		2025-10-14
Kate Duncan		2026-02-04
Katie Burrows		2024-05-08
Laura McBride		2025-05-07
Michelle Rowe		2018-05-08
Phillip Bell		2025-03-12
VIKKI POPE		2018-05-08
Victoria MacGregor		2025-05-07

---

# Accounts

---

**PARENTS, TEACHERS, FRIENDS ASSOCIATION OF  
CHIPSTEAD VALLEY PRIMARY SCHOOL**

**ANNUAL GENERAL MEETING (AGM)**

**MINUTES OF MEETING HELD ON WEDNESDAY 8TH MAY 2024 AT 7.00PM STAFF ROOM**

Attended By: Clare Rackham, Vikki Pope, Esther Hoare, Shelly Rowe, Eddie Elliot, Jody Tranter, Sarah Coombes, Julia Orr, Rebecca Herrera, Vicky MacGregor, Katie Burrows, Heather Scott, Charlotte Ellison, Laura McBride, Cristina Cristoi, Rob Farris, Sarah Bell, Catherine Tully

Apologies: Denise Rowden, Lisa Mansfield

**1) Welcome**

Clare Rackham welcomed everyone and thanked parents for attending the AGM.

**2) Minutes Agreed**

The minutes of the last AGM on 19 April 2023 were agreed as accurate and quorate.

**3) Chairs Report**

Clare Rackham outlined that it had been a successful year of PTFA events and gave huge thanks to everyone who had supported the PTFA with both organising and attending events for the children. The Summer Fair, Fireworks Night and Discos were all well attended and were great fun. As a school we are excited about the future events such as the Summer Fun Evening and possible Quiz Night. This year some funding has gone towards the school curriculum, which was agreed to support the school during a difficult period of budgeting. The remaining balance of this does not need to be funded now due to updated budgeting, this will now be released from reserves. We are also pleased to have supported the school with funding for the new ICT Suite which the children love using.

**4) Treasurers Report**

Balances of accounts were confirmed as:

PTFA Current Account:	£14,462.61
Savings A/C	£4,541.56
<b>Total</b>	<b>£19,004.17</b>

**2022 Accounts – Audited**

Total income £41,720.00

Total expenditure £34,542

Cash balance £15,915

**2023 Accounts – To be finalised and Audited**

These will be confirmed at the next AGM.

**5) Appointment of Independent Examiner**

Hakim Fry Chartered Accountants in Epsom will continue to audit the PTFA accounts.

**6) PTFA Positions/ Posts**

Applicants/ proposals were requested for the following roles and agreed as follows:

<b>CHAIR</b>	Rebecca Herrera, proposed by Clare Rackham, 2 <sup>nd</sup> by Vikki Pope
<b>VICE-CHAIR</b>	Position vacant
<b>SECRETARY</b>	Shelly Rowe, no objections

**1<sup>st</sup> TREASURER**

Cristina Cristoi, no objections

**2<sup>nd</sup> TREASURER**

Lisa Mansfield, proposed by Shelly Rowe, 2<sup>nd</sup> Vikki Pope

**COMMITTEE**

**MEMBERS**

Vikki Pope, no objections

Denise Rowden, proposed by Shelly Rowe, 2<sup>nd</sup> by Clare Rackham

Katie Burrows, no objections

**TRUSTEES**

All the above-mentioned 7 committee members now formally become trustees of the PTFA.

**7) AOB**

Julia Orr has formally stepped down from the PTFA as a Trustee. The PTFA would like to give huge thanks to her for all her hard work with us over the years and especially for all the lovely refreshments she has laid on at almost every event. She will be hugely missed!!!

The meeting closed at approx. 7.05pm.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	No (if any)
Chipstead Valley Primary School Parents Teachers Frien	1094760

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/01/2024		31/12/2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Function income	29,410	-	-	29,410	31,509
Misc Income	4,635	-	-	4,635	4,048
Bank interest	48	-	-	48	32
Grant income	-	-	-	-	159
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>34,093</b>	<b>-</b>	<b>-</b>	<b>34,093</b>	<b>35,748</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>34,093</b>	<b>-</b>	<b>-</b>	<b>34,093</b>	<b>35,748</b>
<b>A3 Payments</b>					
Fundraising costs	19,498	-	-	19,498	14,129
Chipstead Valley School Subsidies	-	-	-	-	-
Administration	362	-	-	362	600
Contribution to ELP unit	-	-	-	-	-
Other costs	-	-	-	-	280
Contribution to Curriculum	10,000	-	-	10,000	7,229
PACE Academy (donation for struggling families)	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>29,860</b>	<b>-</b>	<b>-</b>	<b>29,860</b>	<b>22,238</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>29,860</b>	<b>-</b>	<b>-</b>	<b>29,860</b>	<b>22,238</b>
<b>Net of receipts/(payments)</b>	<b>4,233</b>	<b>-</b>	<b>-</b>	<b>4,233</b>	<b>13,510</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	29,425	-	-	29,425	15,915
<b>Cash funds this year end</b>	<b>33,658</b>	<b>-</b>	<b>-</b>	<b>33,658</b>	<b>29,425</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current	29,082	-	-
	Deposit	4,576	-	-
	Petty Cash	-	-	-
	<b>Total cash funds</b>	<b>33,658</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's report on the  
accounts**

**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Chipstead Valley Primary School Parents Teachers Friends Association

**On accounts for the year  
ended**

31<sup>st</sup> December 2024

**Charity no  
(if any)**

1094760

**Set out on pages**

1 & 2 of Form CC16a

1 7 2 of Form C16(remember to include the page numbers of additional sheets)

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*L Sherstone*

**Date:**

31-10-25

**Name:**

Lynn Sherstone

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

ICAEW

**Address:**

Hakim Fry Chartered Accounts

---

# Accounts

---



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name  
Chipstead Valley Primary School Parents Teachers Friends Association

On accounts for the year ended

31<sup>st</sup> December 2023

Charity no (if any)

1094760

Set out on pages

1 & 2 of Form CC16a

1 & 2 of Form CC16a remember to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

28/1/25

Name:

Lynn Sherstone

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

ICAEW

Address:

Hakim Fry Chartered Accounts

69-71 East Street

Epsom, Surrey KT17 1BP

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

[Empty box for disclosure details]

---

# Accounts

---



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Chipstead Valley Primary School Parents Teachers Friends Association

On accounts for the year  
ended

31<sup>st</sup> December 2022

Charity no  
(if any)

1094760

Set out on pages

1 & 2 of Form CC16a

1 & 2 of Form C16 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

15/11/23

Name:

Lynn Sherstone

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

ICAEW

Address:

Hakim Fry Chartered Accounts

69-71 East Street

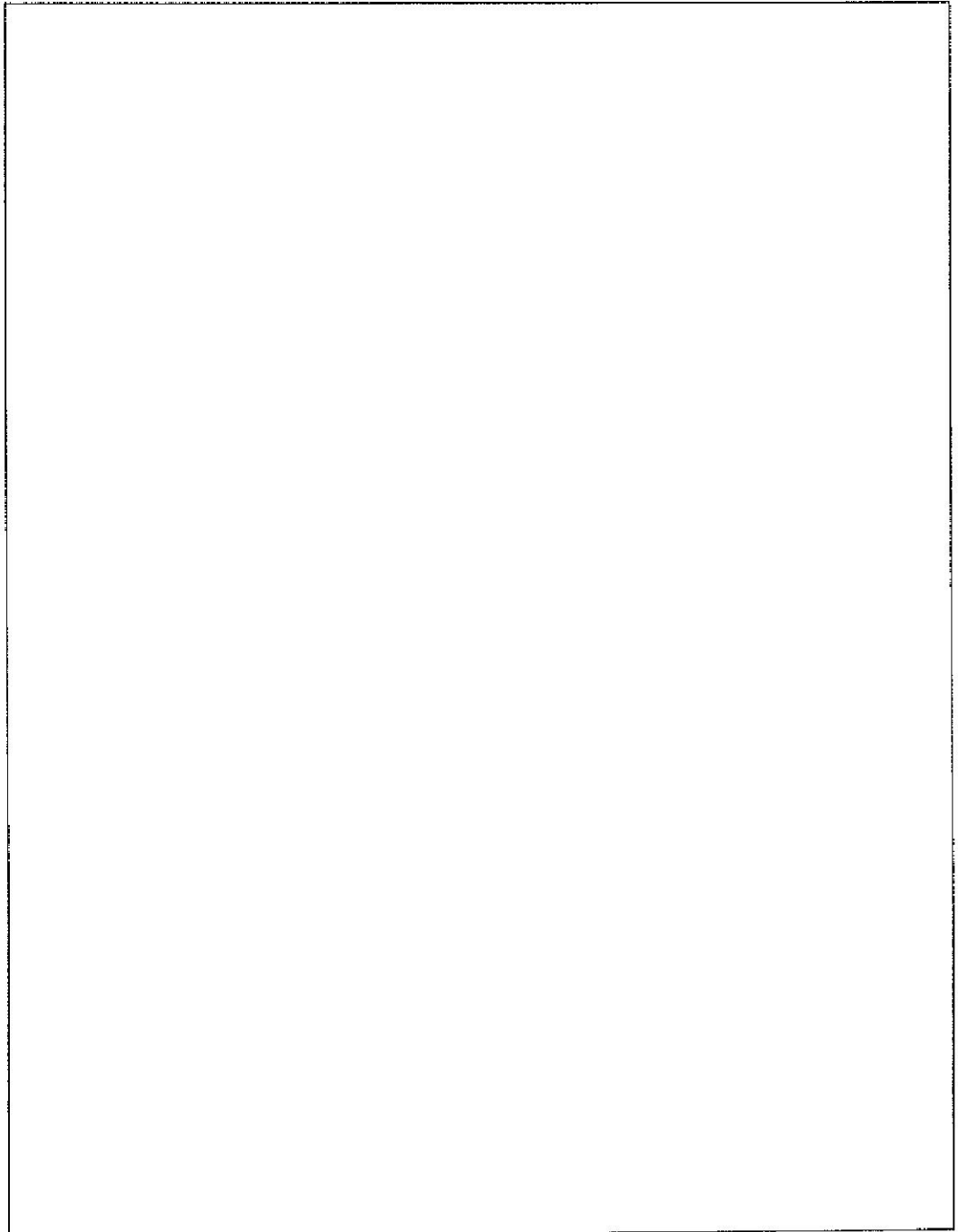
Epsom, Surrey KT17 1BP

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**Chipstead Valley Primary School Parents Teachers Friend**

Registered Office  
**109/110**

## Receipts and payments accounts

CC16a

For the period from	01/01/2022	To	31/12/2022
---------------------	------------	----	------------

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Function income	38,687	-	-	38,687	10,419
Misc Income	5,364	-	-	5,364	3,828
Bank interest	5	-	-	5	-
Grant income	1,230	-	-	1,230	4,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>45,286</b>	<b>-</b>	<b>-</b>	<b>45,286</b>	<b>18,247</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>45,286</b>	<b>-</b>	<b>-</b>	<b>45,286</b>	<b>18,247</b>
<b>A3 Payments</b>					
Fundraising costs	16,564	-	-	16,564	6,257
Chipstead Valley School Subsidies	-	-	-	-	-
Administration	978	-	-	978	885
Contribution to ELP unit	-	-	-	-	4,000
Other costs	299	-	-	299	699
Contribution to New Library	23,750	-	-	23,750	5,000
PACE Academy (donation for struggling families)	1,000	-	-	1,000	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>42,591</b>	<b>-</b>	<b>-</b>	<b>42,591</b>	<b>16,841</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>42,591</b>	<b>-</b>	<b>-</b>	<b>42,591</b>	<b>16,841</b>
<b>Net of receipts/(payments)</b>	<b>2,695</b>	<b>-</b>	<b>-</b>	<b>2,695</b>	<b>1,406</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	13,220	-	-	13,220	11,814
<b>Cash funds this year end</b>	<b>15,915</b>	<b>-</b>	<b>-</b>	<b>15,915</b>	<b>13,220</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Current	11,414	-	-
	Deposit	4,501	-	-
	Petty Cash	-	-	-
	<b>Total cash funds</b>	<b>15,915</b>	<b>-</b>	<b>-</b>
<small>(agree balances with receipts and payments account(s))</small>				

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval