

AM PREPARATORY SCHOOL PARENTS' AND TEACHERS' ASSOCIATION
 Commission registered number 1098866
 financial year ended on 30 September 2020

Income and expenditure on activities to generate funds

	30th Sep-20	30th Sep-20	30th Sep-20	30th Sep-19	30th Sep-19	30th Sep-19	30th Sep-18	30th Sep-18	30th Sep-18
	Income	Expenditure	Profit	Income	Expenditure	Profit	Income	Expenditure	Profit
school	560	-	560	364	-	364	536	-	536
g weekend	-	-	-	-	-	-	1,232	-1,150	82
it supper	-	-	-	13,144	-12,452	692	8,300	-8,335	-35
ercise	-	-	-	2,575	-2,908	-333	3,010	-2,944	65
Run	380	-81	299	-	-	-	-	-	-
quiz	644	-	644	1,380	-652	728	-	-	-
r	-	-	-	870	-531	339	835	-533	302
ook Christmas gift wrap	-	-	-	8,340	-4,732	3,608	8,210	-4,948	3,263
stock for events	-	-	-	277	-265	13	-	-	-
is contributions	-	-	-	-	-1,246	-1,246	1,912	-2,410	-498
i Sales (new and used)	1,486	-	1,486	655	-	-	-	-	-
ill	13,940	-13,514	427	12,598	-5,969	6,628	6,340	-1,764	4,576
ir	12,280	-15,574	-3,294	13,549	-23,519	-9,970	23,694	-24,658	-964
ovie afternoon	3,696	-1,843	1,853	3,726	-1,744	1,982	3,714	-2,620	1,094
ards & tea towels	370	-89	281	200	-	200	20	-36	-16
reath making	1,665	-1,589	76	3,613	-2,986	627	20	-36	-16
	1,890	-1,580	310						
	36,911	-34,270	2,641	61,290	-57,002	3,633	57,801	-49,397	8,404

previous year	30/09/2020	30/09/2019	30/09/2018
	£ 0	£ 0	£ 362

next financial year	30/09/2020	30/09/2019	30/09/2018
	£ 0	£ 0	£ 0

ure on charitable activities	30/09/2020	30/09/2019	30/09/2018
	£ 0	£ 0	£ 0

le activity in financial year end 2020	30/09/2020	30/09/2019	30/09/2018
to Children's Ward at Oxford Hospital	£ 1,767	£ -	£ -
to Multiple Sclerosis	400	-	-
to Epilepsy Society	400	-	-
to Chiltern Foodbank	400	-	-
	2,967	500	8,342

Costs	30/09/2020	30/09/2019	30/09/2018
chool contribution from Colour Run	£ 1,000	£ -	£ -
	1,000	1,508	12,168

rative Costs	30/09/2020	30/09/2019	30/09/2018
ng costs, purchases & AGM refreshments	£ 644	£ 418	£ 593
	644	418	593

IAM PREPARATORY SCHOOL PARENTS' AND TEACHERS' ASSOCIATION
y Commission registered number 1098866
e financial year ended on 30 September 2020

REVENUE AND EXPENDITURE

	30/09/2020	30/09/2019	30/09/2018
REVENUE			
Income from generating funds	36,911	61,290	67,535
Income from receipts	-	-	-
EXPENDITURE			
Income	36,911	61,290	67,535
EXPENDITURE			
Expenditure for generating funds	34,270	57,002	49,397
Expenditure on activities	2,967	500	8,342
Expenditure on costs	1,000	1,508	12,168
Expenditure on administration	644	418	593
Expenditure	38,881	59,428	70,499
Surplus or deficit	-1,970	1,862	-2,964
Surplus or deficit brought forward	18,749	16,887	19,851
Surplus or deficit carried forward	16,779	18,749	16,887
STATEMENT OF ASSETS AND LIABILITIES AT YEAR END			
ASSETS			
Assets - current	16,628	15,910	15,784
Assets - deposit	-	1,767	-
Assets - float	-	-	-
Assets	16,628	17,676	15,784
Liabilities and assets	150	427	988
Liabilities owed to uniform sellers	0	0	-2,542
Assets	16,778	18,104	14,230

Trustees' Annual Report for the period

	Period start date		Period end date
From	01	10	2019
		To	30
			09
			2020

Section A

Reference and administration details

Charity name Chesham Preparatory School Parent Teacher Association

Other names charity is known by Chesham Prep PTA

Registered charity number (if any) 1098866

Charity's principal address

Chesham Prep School

Two Dells Lane, Orchard Leigh

Chesham, Bucks

Postcode HP5 3QF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jonathan Beale	Head Teacher		
2	Irene Widra	Chair		
3	Lynsey Elms	Secretary		
4	Alex Barker	Treasurer		
5	Natasha Mitchell	Deputy Treasurer		
6	Judy Hubbard			
7	Sharon Cole-Johnson			
8	Caroline Bryant	Deputy Treasurer		
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed – May 2003 Constitution – June 2020
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	The election of officers and members of the Committee shall by ballot at the Annual General Meeting, except for the staff member who will be elected by the staff and the name thereof shall be notified to the Secretary eight days before such Annual General Meeting.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To raise funds to purchase equipment / services for the benefit of all the children at the school.

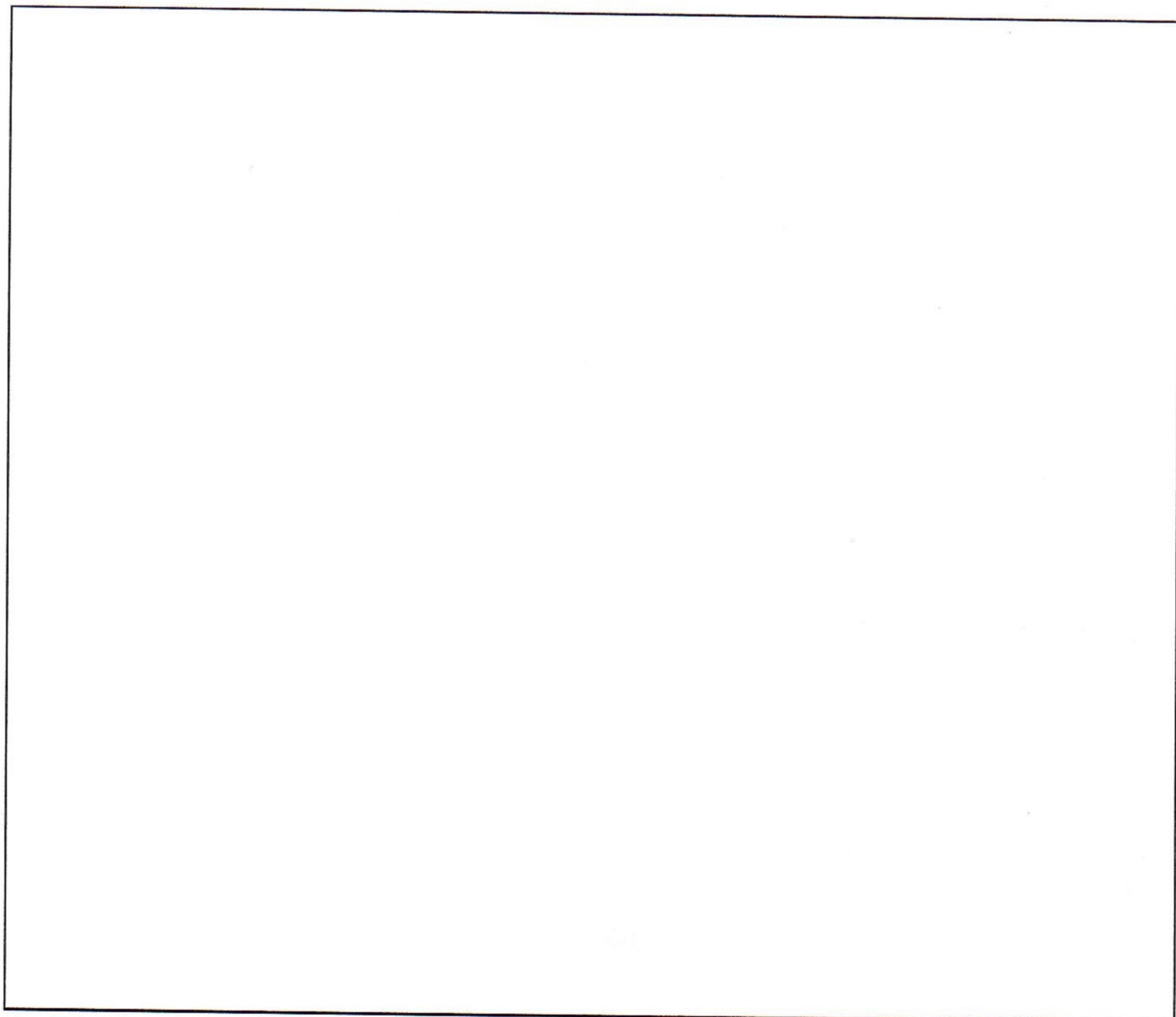
Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

CPS PTA organises social events, which can be enjoyed by the children. Staff, parents and friends of CPS.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The PTA set out a varied programme of fundraising events at the start of the year to provide the school with play equipment but due to Covid-19 lockdowns were unable to run any income generating activities from March onwards.

Prior to this the PTA held successful events including the Christmas Fayre, Wreath Making and a Ball. The PTA Shop was able to operate until March and then reopened towards the end of the academic year.

In terms of support, the PTA donated to Chesham Prep's forest school and financial donations were made to Chiltern Food Bank, The Epilepsy Centre and The MS Society during the first lockdown. The PTA also made a contribution to the Children's Ward at Oxford Hospital from the proceeds of the previous year's May Fair.

Section E

Financial review

Brief statement of the charity's policy on reserves

The PTA aims not to hold large reserves often. However, large items such a playground upgrades and computer equipment may take over a year to save for.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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


Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
Alex Barker	
Treasurer	

06/05/21



**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**

Chesham Preparatory School Parents' And Teachers' Association

**On accounts for the year
ended**

30th September 20

**Charity no
(if any)**

Set out on pages

(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 30/ 09 / 2020.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Jessica Selfe

Date:

22/6/2021

Name:

Jessica Selfe

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

ATT MICB PM.dip

Address:

74 Longfield Road,

Tring

Herts, HP23 4DF

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

Not applicable