

Sudbourne Parent Teacher Association

Trustees' Annual Report

For the year ended 30 September 2024

Reference and administrative details

Registered charity name	Sudbourne Parent Teacher Association
Charity registered number	1099341
Charity principal address	53 Trinity Gardens London SW9 8DR
Trustees	Alexandra Hulme Leanne Fenwick Kimberly Davis Francesca Farnesi Julie Stripp Richard Gallagher Chantelle Gordon Elena Argibay

Structure, governance & management

The Charity is a parent teacher association. It is managed by a small committee. It recruits trustees by requesting volunteers for its committee from the parent body of the school.

Objectives and activities

The PTA's activities are largely arranging events and initiatives with the aim of raising funds to support Sudbourne Primary School.

Achievements And Performance

During the 2022-23 year, Sudbourne PS identified an unused "wasteland" that was at the back of the tarmacked playground area that could be brought into use as a green nature trail. This project commenced in 2022-23. Work continued on the Nature Trail in 2023-24 and further funds were secured from Coales Trust (£7,000) and Groundwork UK (£2,400) which were put towards this project. Phase 2 of the Nature Trail was completed in 2023-24. While there is a Phase 3 in the pipeline, neither the plan nor cost have been finalised.

Parental support of the PTA and its initiatives continued to be fairly low in 2023-24. No parent volunteers stepped up to organise either fair so both were organised by the PTA Committee. Both fairs were fairly low-key affairs and less successful than they had been

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in the years when the school was at its old site. £2,698 and £2,379 were raised at the Winter and Summer Fairs respectively.

The PTA focused on the sale of Christmas Trees in a much larger way than in previous years. We distributed flyers around the local streets and in some local businesses. The result was a much increased profit for the PTA (£1,331 in 2023-24 compared with £684 in 2021-22 and £437 in 2022-23). We feel this is a success that can be further built upon.

The focus on starting a music department continued in 2023-24. A collection pot was started and was extremely successful raising more money than either fair. The PTA also secured a grant for music from Music For All for £1,500. There has been some spend of the "music funds" by the school, but there remains a fairly large pot of £3,364 which will hopefully be a draw to the candidates for the music teacher role, sadly vacated by Mr Mather. The PTA chose to spend the fund it had raised for music by way of the school disco in 2022-23 on inviting the Brixton Chamber Orchestra to perform after school for the children and their parents and carers. We felt it was well received and important for the children in our school to see the diversity amongst its members and the range of music styles that can be played with orchestral instruments.

Financial Review

For the year ended 30 September 2024, total income amounted to £30,611 (2023: £27,063). The main sources of income were from donations, grants and fundraising events. Of total income for the year, £15,392 was restricted.

Total outgoing costs for the year amounted to £26,798 (2023: £63,175). The largest outgoing costs were the construction of the nature trail in the school playground.

At the year end, the charity showed a net surplus of £25,507 (2023: £21,694) of which £8,238 related to restricted funds for use on music, library and football projects.

Future developments

Fundraising for the year ahead is towards the refurbishment of the Lighthouse, an area to provide children with SEN and those with emotional support needs with an environment in which they can feel safe and supported and towards the refurbishment of the "pods", small rooms in which children can read and/or have a time-out from class.

We anticipate being asked to assist with the funding of Phase 3 of the Nature Trail, but, as stated above, it has not yet been fully planned with timeframe for installation or costed.

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Reserves policy

The policy for free reserves is that each year's reserves are based on the previous year's general fundraising – this excludes any specific purpose fundraising. As at 30 September 2024, free reserves amounted to £17,179 (2023: £13,836).

Currently the reserves are sufficient to cover costs for the foreseeable future.

The trustees' annual report was approved on 28/07/25 and signed on behalf of the board of trustees by:



Alexandra Hulme
Trustee



Charity Name
Sudbourne Parent Teacher Association

No (if any)
1099341

Receipts and payments accounts

CC16a

For the period from 01-Oct-23 To 30-Sep-24

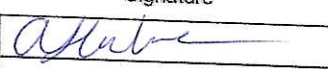
Section A Receipts and payments

	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 £
A1 Receipts					
Donations and grants	184	15,392	-	15,576	15,183
Fundraising events	15,035	-	-	15,035	11,880
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total (Gross income for AR)</i>	15,219	15,392	-	30,611	27,063
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
Total receipts	15,219	15,392	-	30,611	27,063
A3 Payments					
Grants and donations paid	-	17,073	-	17,073	35,989
Cost of fundraising events	9,725	-	-	9,725	27,186
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	9,725	17,073	-	26,798	63,175
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
Total payments	9,725	17,073	-	26,798	63,175
Net of receipts/(payments)	5,494	1,681	-	3,813	36,112
A5 Transfers between funds	8,373	8,373	-	-	-
A6 Cash funds last year end	20,148	1,546	-	21,694	57,806
Cash funds this year end	17,269	8,238	-	25,507	21,694

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 £
B1 Cash funds	Lloyds	17,269	8,238	-
		-	-	-
		-	-	-
	Total cash funds	17,269	8,238	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets				
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
B4 Assets retained for the charity's own use				
B5 Liabilities				

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	ALEXANDRA HULME	28/07/25



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

Sudbourne PTA

On accounts for the year
ended

30-Sep-24

Charity no
(if any)

1099341

Set out on pages

1 to 5

(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 30/09/2024.

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 (other than that disclosed below) 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:

Date:

29/07/2025

Name:

Sonia Yeshin

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

ICAEW (1349326)

Address:

24 Mandrell Road

London

SW2 5DL

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.

The internal controls around the finances need improving

- No splitting of financial duties
- Cash is counted by one person
- Cash is not always banked promptly
- Single authorisation with the bank
- No authorisation and approval procedures

I would strongly recommend that all trustees read the following guidance:

<https://www.gov.uk/government/publications/internal-financial-controls-for-charities-cc8/internal-financial-controls-for-charities>