



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2022 To 31st March 2023

Charity name: Reading School Parents' Association

Charity registration number: 1101822

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of pupils in the school through management of events and fundraising, in consultation with the school Governing Body, and by the provision of facilities or items that could not be provided from the school's statutory funds. To develop a more extended relationship between parents, staff and others associated with the school.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Although restricted by the pandemic in 2021-22 certain events and fundraising activities were restarted in 2022-23. One of these was a targeted JustGiving campaign, and in addition we continue to review all other donations to facilitate and maximise our claims to Gift Aid. The uniform shop remains our largest single fundraiser and provides an excellent service to parents, as does the online sales of Hoodies. The Lottery, and our links to online shopping donations, continue to provide a welcome boost of income. We continue to provide a GDPR compliant communications platform to parent members. We were delighted to work with the Governing Body to replace the old cricket nets, as well as assisting with the cost of refurbishing a block of toilets. Some smaller items were also provided, such as chess benches, a football table, many books and a Packt licence for the Computer Science department. We also organised an "Amazon" teachers' wish-list of items for their classrooms, and books for the LRC, to a value exceeding £4,400 most of which came from direct Parental contributions.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The RSPA Trustees are mindful of the guidance published by and available from the Charities Commission website.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	We are a charitable organisation entirely run by volunteers in support of Reading School. In addition to the day to day running of the RSPA, certain events simply would not be able to happen without these volunteers. These are both of a fundraising nature, such as the cake sales, or where we offer a supporting role, such as the time given to the Leavers Event where we provide both volunteers for the event as well as the gift of drinks to the attendees.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	2022-23 was still impacted due to COVID challenges, and we are therefore delighted to have received £34,782 from our various activities and income streams. Historical reserves meant that we were in a position to comfortably contribute over £52,000 to just two requests (the cricket nets and the toilet block refurbishment). It was also considered a particular success that we hosted two social evenings on site, to provide benefit both to our incoming students, and to support the new parents. This was in addition to reinstating the popular Sports Personality event and Leavers event, all being well attended.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We remain in a strong position going into 2023-24, with a starting balance of just over £50,000. As such we have been able to confirm our financial support of an external seating initiative proposed by the Governing Body. This is part of their request for investment into new seating all around the school grounds, due to take place before Winter 2023. As at March 2023 it was proposed that this cost would be c£25,000 and it has received committee support following a detailed review and discussion which was open for all persons to attend.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The RSPA does not have an official policy for holding a reserve, but unofficially a balance of £10k minimum is borne in mind.
Amount of reserves held	Para 1.22	£10k minimum, which was exceeded and never at risk. In addition, as the reserve account is an interest-bearing account, surplus funds are now retained in that accounts with the aim of boosting our receipts of the same.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The main source is currently from our Uniform Shop service, which is both an excellent stream of income and performs a much-welcomed service to all parents who may require it.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	The association is governed by a constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	We are an unincorporated association consisting of parent volunteers.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	This is on a democratic basis. There is a core group of elected volunteers on an executive committee, working closely with the Headmaster and the Chief Operating Officer. The committee meet regularly and openly, inviting involvement from both school and parental attendance. A process of invites, agenda and minutes are retained. The constitution requires that all executive members resign at the AGM where a new or evolved set of executives are elected before the full member on an open and transparent basis.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Reading School Parents' Association
Other name the charity uses	RSPA
Registered charity number	1101822
Charity's principal address	No 2 The Grange Flowers Hill Pangbourne West Berkshire RG8 7BD

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)
In accordance with the details held on the Charities Commission website			Trustees appointed at AGM. Next due date is 18 th October 2023.
Veena Baggley	Trustee (Chair)	From 21/10/2021	
Jaideep Das	Trustee	From 08/11/2022	
Julie Bellingham	Trustee	From 19/01/2022	
Marina Hannaford	Trustee	From 08/11/2022	
Vimbai Nenguke	Trustee	From 08/11/2022	
Monika Maheshwari	Trustee	From 21/10/2021	
Terri Lorrimore	Trustee (Treasurer)	From 21/10/2021	
Kajal Mathur	Trustee	From 21/10/2021	
Rohini Luthra	Trustee	From 08/11/2022	
Subashree Krishnasamy	Trustee	From 21/10/2021	
Menaka Murthy	Trustee	From 08/11/2022	
Pallavi Chube	Trustee	From 08/11/2022	
Nishita Moody	Trustee	From 08/11/2023	

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

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

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

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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n/a		
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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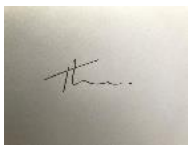
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Terri Lorrimore	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	22 nd September 2023	

Reading School Parents' Association
Financial Summary for 2022-2023

Opening Balance 1-Apr-22 **£83,068.32**

Closing Balances 31-Mar-23 **£49,889.38**

RSPA MEMBERSHIP ACCOUNT	04619919	£1,294.52
RSPA MAIN ACCOUNT	15309096	£2,721.13
RSPA RESERVE ACCOUNT	15846733	£42,670.75
PayPal Account		£3,202.98

Net movement **-£33,178.94** £0.00 [Check](#)

2022/23 - Breakdown

Activity	Receipts	Payments	Net	Code	Note
Teachers XMAS Wishlist (bank receipts)	£40.00	£0.00	£40.00	XMAS	
Snack sale/ Bake-Off Sale (Milan)	£652.57	£0.00	£652.57	CAKE	
Summer Fayre (Postponed to 23/24)	£0.00	£0.00	£0.00	SUF	
Marshalling - Goring Gap Race	£240.00	£0.00	£240.00	RACE	
Quiz Spring	£0.00	£0.00	£0.00	QUZS	
Wine&Welcome (Merged with Disco)	£0.00	£0.00	£0.00	WNW	
Welcome Picnic/Choc Treats	£0.00	£0.00	£0.00	WELC	
Year 7/8 Disco (and Parent Social)*	£3,682.26	£2,475.00	£1,207.26	Y7SOC	
Auction of Promises	£1,545.50	£0.00	£1,545.50	AUCT	
Uniform Shop (excludes Hoodies)	£5,643.73	£276.20	£5,367.53	UNIF	
Membership Subs	£3,190.00	£0.00	£3,190.00	MEMB	
Online Shopping	£1,439.04	£0.00	£1,439.04	ONLI	
Starters' Picnic (CANCELLED)	£0.00	£0.00	£0.00	PICN	
Leaver's Drinks	£0.00	£451.86	-£451.86	LD	
Careers evening (Cancelled)	£0.00	£0.00	£0.00	CRE	
Gift aid	£1,347.67	£0.00	£1,347.67	GAID	
Hoodies	£5,073.80	£4,553.45	£520.35	HOOD	
Friends of Music	£0.00	£0.00	£0.00	FROM	
Misc Credits	£526.73	-£26.73	£553.46	MISC	
Misc Debits	£0.00	£553.46	-£553.46	MISD	
JustGiving (part of Sports Personality)	£3,168.39	£0.00	£3,168.39	VIRG	
Sports Personality*	£1,795.04	£1,335.61	£459.43	SPY	
Interest	£171.41	£0.00	£171.41	INT	
Benevity	£568.94	£0.00	£568.94	BENE	
Teacher appreciation (YEAR 13)	£1,010.00	£9.99	£1,000.01	TAPP	
School Lottery	£2,771.80	£0.00	£2,771.80	LOTT	
Xmas Cards	£0.00	£0.00	£0.00	CARD	
Donations	£1,186.22	£0.00	£1,186.22	DONS	
NatWest Compensation	£600.00	£300.00	£300.00	NATW	
Facemasks	£0.00	£0.00	£0.00	FACE	
Committee Running Costs	£128.98	£537.64	-£408.66	RUNN	
Website	£0.00	£235.20	-£235.20	WEB	

Net Fundraising **£34,782.08** **£10,701.68** **£24,080.40**

Grant to school £0.00 £57,259.34 -£57,259.34 GNT

TOTAL MOVEMENT **£34,782.08** **£67,961.02** **-£33,178.94**

*These income items exclude donations suitable for gift aid, gift aid claimed and justgiving receipts

PETTY CASH MOVEMENT

CASH CLOSING BALANCE	Floatsx4	£327.30	Held By
31 MARCH 2023	Vouchers	£80.00	Treasurer TL
	UNIF	£100.00	Jaideep Das Amazon.
		£507.30	Uniform Shop JB

CASH OPENING BALANCE	Bar (Float1)	£428.00	Treasurer TL
31 MARCH 2022	Raffle (Float2)	£310.00	Treasurer TL
	UNIF	£100.00	Uniform Shop JB
		£838.00	

CASH MOVEMENT -330.70

OTHER ASSETS AND LIABILITIES

AMOUNTS OWED TO RSPA

Return of deposit paid for Hall Hire	2021-22	2022-23	
Return of Part VAT from 21-22	£105		recovered in 2022-23
Credit note issued by School	£918.80		recovered in 2022-23
Reclaim VAT on Purchased Hoodies		£36.44	recovered in 2023-24
		£787.42	recovered in 2023-24

STOCK HELD

From Disco	£175.00	Held by Menaka
From Hoodies	£2,101.80	Held by Monika



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Reading School Parents Association

**On accounts for the year
ended**

31st March 2023

**Charity no
(if any)**

1101822

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 31 / 03 / 2023.

**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.

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

Signed:

G G Diplock

Date:

13 / 12 / 2023

Name:

Mr G G Diplock

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

Association of the Institute of Chartered Accountants in England and Wales (ACA) – Membership Number 7912778

Address:

1 Barwell Close

Crowthorne

Berkshire RG45 6DX

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.