



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/2023      Period start date    To 31/08/2024      Period end date

**Charity name: Warden Hill Primary School Parent Teacher Association**

**Charity registration number: 1102323**

## 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 the pupils in the school or to advance the education of the pupils in particular by 1. 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
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	We have been able to support the school and pupils this year in many ways including funding of the interactive white boards, purchasing essential maths resources to be used by the whole school and purchasing a new mud kitchen.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Every activity, event, or piece of equipment funded by the charity is done so after much scrutiny of the benefit to the wider public, and only if there is a wider benefit does the comity then vote on whether it should be funded

### 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	

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	<p>Return of our fireworks event which was sold out, and our first in-person Christmas Fayre since 2019 which was opened by the local Mayor and open to the wider community. Securing a grant from the local Parish Council as part of the Build Back Better Scheme to enable us to enhance our Forest School area for the whole school community (funds secured in August 2023 but spent in February 2024).</p> <p>The return of large scale in-person events has seen a step change in funds raised this year, to over £23,000. This has enabled us to invest over £22,000 back into the school community with things like funding new interactive white boards and funding a new climbing frame for KS1 children as the old one was deemed unsafe. Both of which will enhance the children's educational environments while at school</p>

### 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	Opening balance of £14,156.11, and closing balance of £25,894.62.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to pay ongoing charity fees such as membership to certain bodies eg ParentKind as well as to be used to pay for expenses before an event, such as setting up a Summer Fayre
Amount of reserves held	Para 1.22	£1.5k-£2k
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	
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 ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	ParentKind Constitution
How is the charity constituted? ( <a href="#">e.g unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	Unincorporated association
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	Annually at AGM

### 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	Warden Hill Primary School Parent Teacher Association
Other name the charity uses	
Registered charity number	1102323
Charity's principal address	Warden Hill Primary School, Durham Close, Cheltenham, GL51 3DF

**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	Suzanne Endicott	Chair		
2	Maxine Godfrey	Treasurer		
3	Holly Young	Treasurer		
4	Victoria McDonald	Secretary		
5				
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16				
17				
18				
19				
20				

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

### Additional information (optional)

#### 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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## 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)		
Position (eg Secretary, Chair, etc)		
Date		

Date	Amount	Subcategory	Memo
06/08/2024		136	Counter C CLIENTS DEPOSIT YourSchoolLottery BGC
09/07/2024	3970.72	Counter C	Warden Hill Primar Summer quiz BGC
03/07/2024	-40	Bill Paymte	MRS MAXINE GODFREY FLOWERS BBP
03/07/2024	-17	Bill Paymte	MRS E MANSFIELD SUMMER BAR EXPENSE BB
02/07/2024	107.6	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
27/06/2024	47	Counter C	S Endicott FUNDS RETURNED BGC
27/06/2024	2998.32	Cash Depn	POST OFFICE HOLLY YOUNG027JUN 09.1
27/06/2024	10	Cash Depn	POST OFFICE HOLLY YOUNG027JUN 09.0
26/06/2024	-100.47	Bill Paymte	RICHARD WATSON SUMMER RAF PRIZE BBP
24/06/2024	120.35	Counter C	S Endicott FUNDS RETURNED BGC
24/06/2024	76	Counter C	The Catclay F The Catclay pitch BGC
20/06/2024	-23	Bill Paymte	MRS SUZANNE IANE E SUMMER ALCOHOL BBP
20/06/2024	-105.5	Bill Paymte	MRS SUZANNE IANE E SUMMER ALCOHOL BBP
20/06/2024	-34.5	Bill Paymte	MRS SUZANNE IANE E SUMMER ALCOHOL BBP
18/06/2024	-36	Bill Paymte	S HAUGHTON SUMMER CRISPS BBP
18/06/2024	-36	Bill Paymte	MRS SUZANNE IANE E SUMMER CRISPS BBP
18/06/2024	-67	Bill Paymte	MRS SUZANNE IANE E SUMMER BAR BBP
18/06/2024	-56.5	Bill Paymte	MRS SUZANNE IANE E SUMMER ALCOHOL BBP
18/06/2024	-14.98	Bill Paymte	MRS SUZANNE IANE E SUMMER FLOWERS BBP
18/06/2024	-16.25	Bill Paymte	MRS SUZANNE IANE E SUMMER CRAFT BBP
18/06/2024	-19	Bill Paymte	MRS SUZANNE IANE E SUMMER PRIZE LOLLY BB
13/06/2024	0.42	Counter C	CATHERWELL LTD YourSchoolLottery BGC
10/06/2024	-140	Bill Paymte	MRS SUZANNE IANE E SUMMER DISCO BBP
10/06/2024	-13.99	Bill Paymte	MRS SUZANNE IANE E MYSTERY BAGS FAYRE BB
05/06/2024	-16	Bill Paymte	S HAUGHTON PTA EASTER 24 BBP
04/06/2024	115.6	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
31/05/2024	-100	Bill Paymte	MRS SUZANNE IANE E EVERYMAN VOUCHER BBP
31/05/2024	-200	Bill Paymte	MRS SUZANNE IANE E AMAZON VOUCHER BBP
31/05/2024	2591.89	Counter C	Warden Hill Primar Jan-may balance BGC
23/05/2024	129.7	Counter C	S Endicott funds returned BGC
22/05/2024	-29.7	Bill Paymte	MRS SUZANNE IANE E DISCO 24 GLOWTOPIA BB
22/05/2024	-100	Bill Paymte	MRS SUZANNE IANE E 2025 CIRCUS BBP
22/05/2024	-100	Bill Paymte	MRS SUZANNE IANE E 2025 CIRCUS DEPOSIT BB
22/05/2024	-29.7	Bill Paymte	MRS SUZANNE IANE E DISCO GLOW ITEMS BBP
17/05/2024	63	Cash Depn	POST OFFICE HOLLY YOUNG17MAY 09.0
14/05/2024	88	Counter C	S Endicott BAR REFUND BGC
13/05/2024	683.57	Cash Depn	POST OFFICE HOLLY YOUNG13MAY 12.0
13/05/2024	69.45	Cash Depn	POST OFFICE HOLLY YOUNG13MAY 11.5
13/05/2024	148	Cash Depn	POST OFFICE HOLLY YOUNG13MAY 11.5
13/05/2024	-446.2	Bill Paymte	MRS SUZANNE IANE E QUIZ FOOD PART 1 BBP
13/05/2024	-27.24	Bill Paymte	MRS SUZANNE IANE E QUIZ PRIZES BBP
09/05/2024	-95.77	Bill Paymte	MRS SUZANNE IANE E QUIZ BAR BBP
09/05/2024	-29.2	Bill Paymte	MRS SUZANNE IANE E BINGO P PRIZE BBP
09/05/2024	-220	Bill Paymte	MRS SUZANNE IANE E PROSECCO QUIZ BBP
09/05/2024	-8.99	Bill Paymte	MRS SUZANNE IANE E PINTS BBP
08/05/2024	160.4	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
08/05/2024	21.79	Bill Paymte	MRS SUZANNE IANE E GLASS/NAPK/ QUIZ BBP
08/05/2024	-8.88	Bill Paymte	MRS SUZANNE IANE E WOOD CUTLERY/ QUIZ BB
08/05/2024	-122	Bill Paymte	SUZANNE ENDICOTT RAFF TIX 19844 BBP
08/05/2024	-833.33	Bill Paymte	GCC WARDEN HILL PR INV - 94240 SCHOOL BB
26/04/2024	140	Cash Depn	POST OFFICE HOLLY YOUNG26APR 09.0
04/04/2024	134.8	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
22/03/2024	417	Cash Depn	POST OFFICE HOLLY YOUNG22MAR 09.2
22/03/2024	-115.5	Bill Paymte	JENNA SWANO EASTER BASKETS BBP
22/03/2024	-21	Bill Paymte	MRS SUZANNE IANE E TENS SUMMER24 BBP
22/03/2024	-21	Bill Paymte	MRS SUZANNE IANE E TENS LICENCE QUIZ BBP
22/03/2024	-75	Bill Paymte	MRS MAXINE GODFREY EASTER TOMBOLA BBP
22/03/2024	-107.6	Bill Paymte	MRS SUZANNE IANE E EASTER TOMBOLA BBP
08/03/2024	-32	Remittance	POST OFFICE CREDIT REMPOST OFFICE CREDIT R
08/03/2024	316	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
07/03/2024	2085.5	Cash Depn	POST OFFICE HOLLY YOUNG07MAR 15.3
06/03/2024	741.82	Counter C	ALPHAGRAPHICS CLASS FUNDRAISING BGC
05/03/2024	134.4	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
22/02/2024	-20.98	Bill Paymte	HARRIET PETERS DANCEATHON STICKER BB
21/02/2024	45	Counter C	MR A M SAHAMI PIZZA NOSTARA BGC
21/02/2024	-7704.93	Bill Paymte	GCC WARDEN HILL PR INV - 94227 BBP
21/02/2024	-576.99	Bill Paymte	GCC WARDEN HILL PR INV - 94232 BBP
16/02/2024	978.8	Cash Depn	POST OFFICE HOLLY YOUNG16FEB 14.1
16/02/2024	1769.4	Cash Depn	POST OFFICE HOLLY YOUNG16FEB 14.0
16/02/2024	96	Cash Depn	POST OFFICE HOLLY YOUNG16FEB 13.5
13/02/2024	24	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
07/02/2024	174	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
02/02/2024	200	Credit	CRYFLYINI 75 UB4449050
04/01/2024	141.6	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
29/12/2023	466.85	Counter C	Warden Hill Primar Balance frm sumup BGC
28/12/2023	18223.4	Credit	ACCOUNT CLOSURE GADSBROOK PARK
24/10/2023	-18223.4	Debit	CHEQUE ISSUED BUS BANK PROC ADV
23/10/2023	215.37	Counter C	SumUp Payments Acc MHH PID372045 BGC
20/10/2023	167.63	Counter C	SumUp Payments Acc MHH PID370769 BGC
20/10/2023	89.68	Counter C	SumUp Payments Acc MHH PID370172 BGC
19/10/2023	-150	Bill Paymte	SUZANNE ENDICOTT BOOKS XMAS FAIR BBP
19/10/2023	-21	Bill Paymte	SUZANNE ENDICOTT LICENCE FIREWORK BBP
19/10/2023	-122	Bill Paymte	SUZANNE ENDICOTT LICENCE FIREWORK BBP
19/10/2023	-358.2	Bill Paymte	SUZANNE ENDICOTT GLOWTOPIA FIREWORK BB
18/10/2023	62.36	Counter C	SumUp Payments Acc MHH PID369581 BGC
17/10/2023	110.14	Counter C	SumUp Payments Acc MHH PID368998 BGC
17/10/2023	609.22	Counter C	SumUp Payments Acc MHH PID368435 BGC
13/10/2023	2354.28	Counter C	SumUp Payments Acc MHH PID367215 BGC
12/10/2023	29.23	Counter C	SumUp Payments Acc MHH PID366658 BGC
11/10/2023	40.91	Counter C	SumUp Payments Acc MHH PID366070 BGC
10/10/2023	43.5	Counter C	SumUp Payments Acc MHH PID365459 BGC
10/10/2023	968.85	Counter C	SumUp Payments Acc MHH PID364826 BGC
09/10/2023	-37.5	Bill Paymte	VICTORIA MCDONALD STAMPS RAFFLE LETT BB
09/10/2023	-37.95	Bill Paymte	VICTORIA MCDONALD QUIZ PRIZES BBP
09/10/2023	-20	Bill Paymte	SUZANNE ENDICOTT LOTTERY LICENCE BBP
09/10/2023	-21	Bill Paymte	SUZANNE ENDICOTT BAR LICENCE BBP
09/10/2023	-307	Bill Paymte	SUZANNE ENDICOTT QUIZ FOOD LAKESIDE BB
09/10/2023	-267.69	Bill Paymte	SUZANNE ENDICOTT QUIZ ALCOHOL BBP
05/10/2023	2.92	Counter C	SumUp Payments Acc MHH PID363016 BGC
04/10/2023	91.65	Counter C	SumUp Payments Acc MHH PID362429 BGC
03/10/2023	111.64	Counter C	SumUp Payments Acc MHH PID361847 BGC
03/10/2023	149.6	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
03/10/2023	71.65	Counter C	SumUp Payments Acc MHH PID361279 BGC
02/10/2023	65.81	Counter C	SumUp Payments Acc MHH PID360660 BGC
28/09/2023	4.87	Counter C	SumUp Payments Acc MHH PID359491 BGC
27/09/2023	27.3	Counter C	SumUp Payments Acc MHH PID358970 BGC
26/09/2023	86.77	Counter C	SumUp Payments Acc MHH PID358285 BGC
25/09/2023	40.72	Counter C	SumUp Payments Acc MHH PID357718 BGC
19/09/2023	9.75	Counter C	SumUp Payments Acc MHH PID354191 BGC
12/09/2023	11.7	Counter C	SumUp Payments Acc MHH PID350574 BGC
07/09/2023	11.7	Counter C	SumUp Payments Acc MHH PID348881 BGC
06/09/2023	23.4	Counter C	SumUp Payments Acc MHH PID348288 BGC
05/09/2023	145.6	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC

11884.1

43201.9 Credits

31317.8 Payments out - expenses and money to school

11884.1

Opening Bal: \*\*\*\*\* 14156.1 145.6 14010.5

Closing Bal: \*\*\*\*\* 25894.6

11884.1

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These accounts will be audited 18th July 2025

These will be  
audited in  
July '25.  
Treasurer.  
Holly Young  
Belone.



Date	Amount	Subcategory	Memo
06/08/2024		136	Counter C CLIENTS DEPOSIT YourSchoolLottery BGC
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19/10/2023	-358.2	Bill Paymte	SUZANNE ENDICOTT GLOWTOPIA FIREWORK BB
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17/10/2023	110.14	Counter C	SumUp Payments Acc MHH PID368998 BGC
17/10/2023	609.22	Counter C	SumUp Payments Acc MHH PID368435 BGC
13/10/2023	2354.28	Counter C	SumUp Payments Acc MHH PID367215 BGC
12/10/2023	29.23	Counter C	SumUp Payments Acc MHH PID366658 BGC
11/10/2023	40.91	Counter C	SumUp Payments Acc MHH PID366070 BGC
10/10/2023	43.5	Counter C	SumUp Payments Acc MHH PID365459 BGC
10/10/2023	968.85	Counter C	SumUp Payments Acc MHH PID364826 BGC
09/10/2023	-37.5	Bill Paymte	VICTORIA MCDONALD STAMPS RAFFLE LETT BB
09/10/2023	-37.95	Bill Paymte	VICTORIA MCDONALD QUIZ PRIZES BBP
09/10/2023	-20	Bill Paymte	SUZANNE ENDICOTT LOTTERY LICENCE BBP
09/10/2023	-21	Bill Paymte	SUZANNE ENDICOTT BAR LICENCE BBP
09/10/2023	-307	Bill Paymte	SUZANNE ENDICOTT QUIZ FOOD LAKESIDE BB
09/10/2023	-267.69	Bill Paymte	SUZANNE ENDICOTT QUIZ ALCOHOL BBP
05/10/2023	2.92	Counter C	SumUp Payments Acc MHH PID363016 BGC
04/10/2023	91.65	Counter C	SumUp Payments Acc MHH PID362429 BGC
03/10/2023	111.64	Counter C	SumUp Payments Acc MHH PID361847 BGC
03/10/2023	149.6	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC
03/10/2023	71.65	Counter C	SumUp Payments Acc MHH PID361279 BGC
02/10/2023	65.81	Counter C	SumUp Payments Acc MHH PID360660 BGC
28/09/2023	4.87	Counter C	SumUp Payments Acc MHH PID359491 BGC
27/09/2023	27.3	Counter C	SumUp Payments Acc MHH PID358970 BGC
26/09/2023	86.77	Counter C	SumUp Payments Acc MHH PID358285 BGC
25/09/2023	40.72	Counter C	SumUp Payments Acc MHH PID357718 BGC
19/09/2023	9.75	Counter C	SumUp Payments Acc MHH PID354191 BGC
12/09/2023	11.7	Counter C	SumUp Payments Acc MHH PID350574 BGC
07/09/2023	11.7	Counter C	SumUp Payments Acc MHH PID348881 BGC
06/09/2023	23.4	Counter C	SumUp Payments Acc MHH PID348288 BGC
05/09/2023	145.6	Counter C	CLIENTS DEPOSIT YourSchoolLottery BGC

11884.1

43201.9 Credits

31317.8 Payments out - expenses and money to school

11884.1

Opening Bal: \*\*\*\*\* 14156.1 145.6 14010.5

Closing Bal: \*\*\*\*\* 25894.6

11884.1

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These accounts will be audited 18th July 2025

These will be  
audited in  
July '25.  
Treasurer.  
Holly Young  
Belone.