

# Hertford Prep Parents Fellowship

England & Wales · Charity number 1102971

## Details

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**Other names** ST JOSEPHS IN THE PARK PARENTS FELLOWSHIP

**Status** Registered

**Legal form** Other

**Registered** 2004-03-31

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Hertford Prep  
St. Marys Lane  
Hertingfordbury  
Hertford  
SG14 2LX

**Phone** 01992 513810

**Email** [hertfordprep.pfa@gmail.com](mailto:hertfordprep.pfa@gmail.com)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS IN THE SCHOOL; TO ADVANCE THE EDUCATION OF THE PUPILS IN THE SCHOOL 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.

**Activities:** To advance the education of pupils in the school 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. During a year we organise a number of fundraising and social events attended by staff, parents and children.

## Classification

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- **How:** Other Charitable Activities
- **What:** General Charitable Purposes
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

## Geography

- **Area of benefit:** NOT DEFINED BUT IN PRACTICE HERTFORDSHIRE
- Hertfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£22,920	£10,476	-	-
2023-08-31	£18,487	£7,828	-	-
2022-08-31	£29,466	£13,176	-	-
2021-08-31	£11,645	£2,410	-	-
2020-08-31	£19,443	£7,041	-	-

## Trustees

Name	Role	Appointed
<b>Susannah Smither</b>	Chair	2026-03-27
Christopher Sammon		2025-02-12
Kate Trayler		2025-02-12
Lindsay Taylor		2025-02-12
Natalie Allen		2025-02-12

**Hertford Prep Parents Fellowship**

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# Accounts

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# **St Joseph's in The Park Parent's Fellowship**

## **Charity No: 1102971**

### **Trustee's Annual Report 2021-2022**

#### **Structure and Governance**

Governing Document: NCPTA Model Constitution adopted 6 February 2004 (Parents Association)  
Constitution: Trust  
Trustee Selection Methods: Elected from Membership

#### **Objectives of Charity**

To advance education of pupils in school by:

- (a) Developing effective relationships between staff, parents and others associated with the school.
- (b) Engaging in activities or providing facilities or equipment to support the school and advance the education of the pupils.
- (c) During a year we organise a number of fundraising and social events attended by staff, parents and children.

#### **Summary of Main Activities during Year**

The Fellowship has organised and run several events during the year for the school.

Our major events included a Fireworks evening, a Circus event, and a Quiz night. Smaller events provided the children with craft activities and Tuck shops at sporting events.

Due to Covid-19 restrictions we were unable to run any charity coffee mornings and collections this year.

We were also unable to arrange our annual textile collection/recycling. However, our thrift shop is not only a major source of income, but also encourages recycling.

In addition, we purchased gifts for the school's administration team in recognition of their support/efforts.

#### **Summary of Main Achievements during Year**

All events and fundraising were very successful this year, particularly our Fireworks, Circus and Quiz Night.

Fundraising objectives this year focused on raising monies towards the school's outdoor classroom project.

#### **Assets and Liabilities**

The only asset owned by the Fellowship is a shed used as a Thrift Shop purchased in 2008. All major acquisitions made by the charity are gifted to the school. There are no major liabilities.

#### **Policy on Reserves**

It is the aim to retain £5,000 in the bank account as operating funds.

A vote is generally taken at our AGM to allow members to decide how funds should be spent. This does result in larger sums being retained from time to time. Profit from one academic year may be carried over to the next and retained until such time as an agreement has been reached by members on how to spend the money.

**St Joseph's In The Park Parents Fellowship**  
**Accounts for 1/9/2021 - 31/8/2022**

<b>Funds generated</b>	£	£
	18,862.3	
Income from Events	5	
Thrift Shop	4,744.00	
Xmas Craft	2,168.25	
Mother's & Father's Day Sales	1,988.00	
Donations	1,000.00	
Sundry Income	703.46	
Car park Raffle	530.00	
<b>Total receipts</b>		<b>29,996.06</b>
<b>Expenses incurred</b>		
	10,468.5	
Events	9	
Xmas Craft	1,737.74	
Mother's & Father's Day Sales	501.04	
Sundry	468.69	
<b>Total Expenses</b>		<b>13,176.06</b>
<b>(Net Profit)/Loss</b>		<b><u>43,172.12</u></b>

**Bank Reconciliation**

<b>Balance in bank 31st August 2021</b>		<b>30,416.27</b>
Receipts	27,709.06	27,709.06
Less circus income received prior year	(1,757.00)	
Expenses	(12,976.06)	
less circus exps incurred last year	500.00	(12,476.06)
b/f accrual for charity donation		(600.00)
Prepayment of 2022 fireworks		(826.87)
Stock held purchased in 2022		(583.61)
Distributed funds		(1,794.01)
<b>Balance per bank 31st August 2022</b>		<b>41,844.78</b>

**Independent Examiners Report to the Trustees of the St Joseph's in the Park Parents Fellowship**

I report on the accounts of the Group for the year ended 31 August 2022

**Respective responsibilities of Trustees and Independent Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act

have not been met; or


(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: DAVID CUTTS

Address: 8 ROSE MEADOW

DASSELS, BRAUGHING

WARE, HERTS, SG11 2AS

Signature: 

Date: 30/08/2023