



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/22 To 31/08/23

**Charity name: Godolphin and Latymer School Parent Teacher and Friends Association**

**Charity registration number: 1107227**

## 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 in particular by: -Developing effective relationships between the parents, staff and others associated with the school; - 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	<p>The main fundraising activities were a Quiz night, a Festive Celebration, a Jazz Night and several Second Hand Uniform sales. The net proceeds from these events are used to purchase items and contribute towards activities that the committee agree would benefit the school and the pupils.</p> <p>This year there was also a Midsummer Auction and games at our Midsummer Ball which raised funds exclusively for the School's bursary programme.</p> <p>G&amp;L PTFA has a social remit to encourage cooperation, communication and good relations between parents, staff and others associated with the school. The PTFA provides a gateway to welcome and support the active G&amp;L community, maintaining open lines of communication and strengthening the school-home bond.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Commission on public benefit		
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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	
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>Various coffee mornings, drinks and other social gatherings for parents were facilitated during the year including a successful 'Welcome Back' coffee morning in September; a new whole school coffee morning was introduced each term and the quiz night was moved to the autumn term to enable new parents to have a further opportunity to connect with others early in the school year. There was also a Festive Celebration afternoon held in December – including activities for students and a small number of stalls; parents were invited into school to join in ahead of the carol concert in the evening.</p> <p>A lively and successful Quiz night was attended by 120 parents in November, raising approx. £6,700; the Jazz Night was held in March, raising £440.</p> <p>A new end-of-year event (The Midsummer Ball) was organised as a</p>

		<p>social opportunity for parents to celebrate the end of the school year together. An auction and games on the night raised £68,000 for the school bursary programme.</p> <p>Second hand uniform sales provide an important service to the school community as well as raising funds. Sales during the year raised approx. £6,000.</p> <p>G&amp;L PTFA made a significant contribution of £7,000 towards the Challenge Your Limits programme to be run by the school for the girls early in the new academic year. Other expenditure was for a greenhouse, guitar &amp; bass amps, yoga chair attachments and framed posters for the History and Philosophy departments.</p>
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**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	<b>See separate accounts document.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>There is no policy on reserves.</b>
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### 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	<b>Consitution</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Association</b>
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	<b>Election by Members of the Association</b>

### 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	
Other name the charity uses	
Registered charity number	
Charity's principal address	

### 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	Dr Frances Ramsey	Chair		Members
2	Mrs Anna Paul	Vice-Chair		Members
3	Mrs Anna Kirkman	Secretary		Members
4	Mrs Michelle Price	Treasurer		Members
5	Louise Taor			Members
6	Monique Macbeth			Members
7	Bukie Hove			Members
8	Jenny Westin			Members
9	Catherine da Silva Andre			Members
10	Alison Major Lepine			Members
11	Victoria Freudenheim			Members
12	Marina Angrisani			Members
13	Sarah Rennie			Members
14	Dr Sara Harnett			Members
15	Jennifer Lloyd			Members
16	Dr Jamie Carter			Members
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## 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

#### 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)

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Full name(s)

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Position (eg Secretary,  
Chair, etc)

--	--

Date

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**GODOLPHIN AND LATYMER PARENT TEACHER AND FRIENDS ASSOCIATION  
REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2023**

**CONTENTS**

INDEPENDENT EXAMINER'S REPORT	2
ACCOUNTS	3
NOTES TO THE ACCOUNTS	5

REGISTERED CHARITY  
Number 1107227

I report to the trustees on my examination of the accounts of the Godolphin and Latymer Parent Teacher and Friends Association for the year ended 31 August 2023.

**Responsibilities and basis of report**

The Charity's trustees 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 accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directitons 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 giving me cause to believe that in any material respect:

- accounting records were not kept, as required by section 130 of the Act; or
- the accounts do not accord with those records.

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

Signed: 

Name: SARAH RENNIE

Relevant professional qualification or body (if any):

Date: 3RD OCTOBER 2023


RECEIPTS AND PAYMENTS ACCOUNT


		YEAR TO 31/08/2023 £	YEAR TO 31/08/2022 £
<b>Receipts</b>			
Bank Interest		292	1
PTFA Subscriptions		751	760
Donation from GD&L Fundraising		3,500	5,000
Jazz Night	Note 2	801	5,327
Quiz Night	Note 3	12,104	7,800
Christmas fair/ Raffle	Note 4	3,973	4,359
Midsummer Ball	Note 5	116,804	0
Festive Friday donations	Note 6	0	7,545
Second Hand Uniform Sales		5,955	6,059
Total Receipts		144,180	36,850
<b>Payments</b>			
Jazz Night	Note 2	358	3,105
Quiz Night	Note 3	5,378	3,578
Christmas fair/ Raffle	Note 4	2,363	254
Midsummer Ball	Note 5	51,108	0
Festive Friday expenses	Note 6	0	6,525
NCPTA Subscription		140	128
H&F Food Bank Donation		1,550	2,125
Bank fees		66	49
Other expenses		154	42
		61,117	15,805
Contributions to Godolphin & Latymer School:			
Bursary Payments		75,220	1,980
Challenge Your Limits		422	4,040
Sixth Form Leaving Prizes		525	450
Other donations to School	Note 7	6,198	2,200
		82,365	8,670
Total Payments		143,482	24,475
<b>SUMMARY</b>			
Net Movement in Funds		698	12,375
Cash funds last year end		22,799	10,424
Cash funds this year end		23,497	22,799

STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE YEAR

	31/08/2023	31/08/2022
	£	£
<b>CASH FUNDS</b>		
Cash at bank		
Community Account	3,228	19,822
Money Manager Account	20,269	2,978
	<u>23,497</u>	<u>22,799</u>
<b>ASSETS</b>		
Debtor		
Midsummer Ball pledge receivable at year end	2,500	0
	<u>2,500</u>	<u>0</u>
<b>LIABILITIES</b>		
Creditors falling due within one year		
Payment due to GD&L School re Bursary contribution	0	7,220
CYL contribution payable at year end	7,000	422
	<u>7,000</u>	<u>7,642</u>

Signed by the below two trustees on behalf of all the trustees

  
 Name: MICHELE PRICE  
 Date of approval: 20 SEPT 2023

  
 Name: ANNA KIRKMAN  
 Date of approval: 20 SEPT 2023

NOTES TO THE ACCOUNTS

**Note 1: Basis of Accounting**

The accounts of the Godolphin and Latymer Parent Teacher and Friends Association have been prepared on a receipts and payments basis.

All funds received during the year are unrestricted funds.

	31/08/2023	31/08/2022
	£	£
<b>Note 2: Net receipts from Jazz Night</b>		
Income	801	5,327
Expense	358	3,105
	<u>443</u>	<u>2,222</u>
<b>Note 3: Net receipts from Quiz Night</b>		
Income	12,104	7,800
Expense	5,378	3,578
	<u>6,726</u>	<u>4,222</u>
<b>Note 4: Net receipts from Christmas fair</b>		
Donations	545	0
Stallholders	260	0
Raffle	3,168	4,359
Expenses	0	0
Total Xmas income	<u>3,973</u>	<u>4,359</u>
Expenses	<u>2,363</u>	<u>254</u>
	<u>1,610</u>	<u>4,105</u>
<b>Note 5: Net receipts from Midsummer ball</b>		
Ticket receipts and donations	41,180	0
Silent/live auction	53,300	0
Pledges to bursary	19,000	0
Raffle and game	3,324	0
	<u>116,804</u>	<u>0</u>
Ball expenses	38,158	0
Auction expenses	12,950	0
	<u>65,696</u>	<u>0</u>
<b>Note 6: Net receipts from Festive Friday</b>		
Festive Friday Donations received	0	7,545
Festive Friday expenses	0	6,525
	<u>0</u>	<u>1,020</u>
<b>Note 7: Other contributions to Godolphin &amp; Latymer School</b>		
Political cartoons	1,982	0
Yoga equipment	204	0
Greenhouse	2,364	0
Guitar Amps	648	0
Philosophy & religion	1,000	0
French games	0	276
Sewing machine	0	749
Video camera for PE	0	877
Yoga equipment	0	298
	<u>6,198</u>	<u>2,200</u>

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