

CHARITY REGISTRATION NUMBER:1107675

**Barrow Hedges Primary School PTA
Trustees' Annual Reports and Accounts
for the year ended 31 August 2024**

Barrow Hedges Primary School PTA
Year Ended 31 August 2024

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the Year

From: 1/9/2023 To 31/8/2024

Charity name: Barrow Hedges Primary School PTA ("the Association")

Charity registration no: 1107675

Charity principal address: Barrow Hedges Primary School, Harbury Road, Carshalton
SM5 4LA

Objectives and Activities

The object of the Association is to advance the education of the pupils in Barrow Hedges Primary School ("the School"); in furtherance of this object the Association may:

- Raise funds (but not by means of permanent trading).
- Engage in activities and provide facilities or equipment not normally provided by the Department of Education.
- Develop more extended relationships between staff, parents, carers and members of the local community.

We work with the School, parents, pupils and the local community to organise various fundraising events and activities, with these funds being used to fund ongoing expenses and capital projects for the School, as identified in conjunction with the headteacher of the school (who also acts as Chair of the Association).

Activities, Achievements and Performance

In the year covered by this report, the following fundraising events took place:

	Net funds raised
School Fete – held on the first Saturday in July on the School field, this includes stalls provided both by the PTA and local retailers, activities for children, food stalls and performances by the school's pupils for the local community. Sponsorship is also received from local businesses	£8,935
Circus – A Circus hosted on the School field and attended by pupils and their families	£2,580
'Gifts for a Special Person' – shops for pupil to purchase gifts, held before Mothers' Day and Fathers' Day	£2,127
'Elf Day', consisting of various Christmas activities and including a 'Christmas Shop' for pupils to purchase Christmas gifts	£1,595
Discos – events held for each year group	£1,155
PTA Quiz, hosted in the School hall for parents, including a raffle and a fish and chips dinner	£793
'Great Barrow Bake-Off' – pupils and parents invited to enter a cake into a competition, with cakes being sold to raise funds	£616
Doughies Pizza – initiative with third party provider of pizza and cookie making kits, where the Association received a commission on sales	£429
Easter Egg experience – events and collections at Easter	£346
Other events/cash collections	£438
	<hr/> £19,014 <hr/>

Trustees' Annual Report for the Year (continued)

Activities, Achievements and Performance (continued)

The following donations were made to the School in the year:

Repairs to storage shed	£4,400
Furniture for EYFS areas	£2,963
Fencing for the school	£2,475
Electronic whiteboard for classroom	£2,215
Mural painting around the school	£1,890
Tennis lessons funded for pupils at local tennis club	£1,715
Equipment for the school playground	£951
Picnic table for the school	£660
Road signs for the area surrounding the school	£555
Music equipment	£357
Other (including support of pupils and staff, Christmas decorations and school equipment)	£1,565
	<hr/> £19,746 <hr/>

In all of its operations, the Trustees have had due regard to the Charity Commission's public benefit guidance.

Financial Review

Key financial information

Key financial metrics for the Association are as follows:

	<u>2023/24</u>	<u>2022/23</u>
Gross income from fundraising events	£35,279	£30,226
Net income from fundraising events	£19,014	£15,779
Donations paid for/to School	(£19,746)	(£3,998)
Expenses of operating the Association	(£1,302)	(£1,318)
Insurance recoveries	-	£1,595
Other income of the Association (including bank interest and donations received)	£1,929	£316
Net cash (outflow)/inflow	(£105)	£12,374
Cash funds held at end of the year	£34,116	£34,221

Trustees' Annual Report for the Year (continued)

Financial Review (continued)

Reserves

The Association monitors available funds and has a policy to maintain funds that are sufficient for any financial commitments made plus a buffer of £7,500 to cover upcoming expenses of the Association and to manage working capital requirements of planned events.

Structure, Governance and Management

The Association is an unincorporated association, governed by its constitution.

Key details surrounding selection, appointment and termination of Trustees of the Association can be summarised as follows:

- The Chair of the Association is the Headteacher of the School;
- The management and control of the Association shall be vested in a Committee (the members of the Committee being appointed the Trustees of the Association), which shall consist of the following:
 - The Headteacher, a Vice-Chair, a Secretary and a Treasurer(s) shall be nominated by the Committee and approved at the AGM to serve a 2-year term (other than the Headteacher, if any of these positions are not so filled nominations shall be invited from members at the AGM.);
 - A minimum of two and a maximum of nine other members from parents representing the first and subsequent years who shall be elected at the AGM to serve a two-year term;
 - Two members of the staff of the school, including Headteacher as Chair.
- At the expiry of their term of office any officer or other member may offer themselves for re-election and shall not be prevented from holding any office by virtue of any previous service on the Committee;
- A member of the Committee shall forfeit his or her seat on the Committee where that member fails to attend three consecutive Committee meetings (excluding any sub committee meetings) without reasonable cause or excuse;
- Four members of the said Committee shall constitute a quorum for the Committee, one of whom must be the Chair or the Chair's representative;
- Committee meetings shall be held at least once each term at such times and places as the Committee shall direct;
- The AGM of the Association shall be held during the first term of each school year. At the AGM the meeting will be led by the by the Chair or in his/her absence by the Vice Chair of the Committee;
- Six members shall constitute a quorum at the AGM;
- The Committee shall have the power to co-opt members as necessary and to appoint any working party and shall prescribe the function of this working party;

Trustees' Annual Report for the Year (continued)

Structure, Governance and Management (continued)

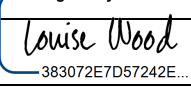

- A Special General Meeting shall be convened at the request in writing to the secretary of a minimum of ten members of the Association. Such a meeting shall be held within thirty days of the request. Agendas and motions shall be circulated to members;
- Casual vacancies on the Committee may be filled by the Committee by co-option. Any person so co-opted shall serve only while the person in whose place he/she is co-opted would have served.

Names of the charity trustees who manage the charity

The Trustees of the Association who served during the year and to the date of this report (except as noted) are as follows:

Trustee name	Office (if any) and dates held	Dates acted as Trustee if not for whole year
Louise Wood	Chair	
Clare Welch	Vice-chair (to 7 June 2024)	
Ashleigh Bickell	Vice-chair (from 7 June 2024)	
Melissa Williams	Secretary	
Laura Mercer	Treasurer	resigned 12 June 2024
Richard O'Brien	Co-Treasurer	appointed 12 June 2024
Payal Mishra	Co-Treasurer	appointed 12 June 2024
Laura Alcourt		
Danielle Fleming		
Holly Miller		
Katie Duffy		
Natalie Edgson		
Monica Leroen		
Louise Richards		
Kate Vaughan		

Declarations

The trustees declare that they have approved the trustees' report above.			
Signed on behalf of the charity's trustees			
	Signed by:		DocuSigned by:
	Signatures		
	Full names	Louise Wood	Richard O'Brien
	Position	Chair	Co-Treasurer
	Date	13/01/2025	13/01/2025

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BARROW HEDGES PRIMARY SCHOOL PTA
FOR THE YEAR ENDED 31 AUGUST 2024**

I report on the trustees on my examination of the financial statements of The Barrow hedges Primary School PTA ('the charity') for the year ended 31 August 2024.

Respective responsibilities of trustees and 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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



V Shanmugasarma FCMA
for and on behalf of
T & K Accounting Group
Accountants, Tax Advisors
and Business Consultants

T & K ACCOUNTING GROUP
ACCOUNTANTS, TAX ADVISORS & BUSINESS CONSULTANTS
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69 Banstead Road
Carshalton, Surrey
SM5 3NP

Date: 16-01-2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

CC16a

Receipts and payments accounts

For the period from 01/09/2023 to 31/08/2024

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					
Income from fundraising events	35,279	-	-	35,279	30,226
Donations received	1,759	-	-	1,759	284
Interest on deposit account	170	-	-	170	32
Other income - insurance receipts	-	-	-	-	1,595
Sub total (Gross income for AR)	37,208	-	-	37,208	32,137
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	37,208	-	-	37,208	32,137
A3 Payments					
Cost of fundraising events	16,265	-	-	16,265	14,447
Donation paid	19,746	-	-	19,746	3,998
PTA expenses	1,302	-	-	1,302	1,318
Sub total	37,313	-	-	37,313	19,763
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	37,313	-	-	37,313	19,763



CHARITY COMMISSION
FOR ENGLAND AND WALES

CC16a

Receipts and payments accounts

For the period from 01/09/2023 to 31/08/2024

<i>Net of receipts/(payments)</i>	- 105	-	-	- 105	12,374
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,221	-	-	34,221	21,847
Cash funds this year end	34,116	-	-	34,116	34,221

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	Cash in Bank	33,736	-	-
	Cash in Hand	380	-	-
		-	-	-
	Total cash funds	34,116	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-

For the period from 01/09/2023 to 31/08/2024

		-	-
		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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[illegible]

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
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	Ability Related	(Optional)	(Optional)
		-	
		-	
		-	

Signature

Print Name

Date of approval

DocuSigned by:
Richard O'Brien
E2C31E6CAA2D4EE

Payal Mishra

Richard O'Brien

13/01/2025

13/01/2025