

**St Christopher's Association (Charity: 1108073)**  
**Annual Report and Accounts**

**Treasurer's Report on the accounts for the year ending 31st August 2022**

Please find attached St Christopher's Association (SCA) Receipts and Payments Accounts for the year ending 31st August 2022. These are also supplemented by a detailed Fundraising Analysis of the events held during the year (see Appendix).

The accounts are prepared on a cash basis which is an appropriate accounting method as per the Charity Commission based on the association's income per year. The accounts are due to be independently examined following appointment of the reviewer in the AGM.

There are no known issues as at the date of the AGM.

I would like to extend our sincere gratitude and appreciation to all the volunteers – both parents and staff members - for all their hard work over the course of the year, without their support the SCA would not be able to host our fundraising events.

This year, we continued to receive electronic payments via Card Readers and Online Payments via PayPal (Zettle) and Credit/Debit Cards via Stripe. These methods of payment reduce cash handling, thereby reducing the risk of spreading germs/infection such as COVID-19 and they also enable a reduction in effort when arranging floats, counting cash on site and depositing at the Bank.

This year we also introduced an online Raffle using 'BOPP' which was deemed to be a success.

This year, with the removal of lockdowns, local tiering and social distancing, the SCA were able to host a number of popular events, most noticeably the Pantomime and our wonderful Summer and Christmas Fairs.

Net Fundraising (including fundraising events & initiatives, donations and SCA member subscriptions) for the year amounted to **£30,467** (Fundraising/Donations Receipts £45,211 - Fundraising Payments £14,744) in comparison to **£7071.69** in the prior year – an increase of £23,395.31 (as detailed in the summary below). This marked increase was mainly due to many events not being held in the previous year due to COVID-19 restrictions and event closures. Fundraising efforts were also focused on new initiatives with high returns such as 'Plus Room Advertising Boards' and 'School Discos'.

Other successful initiatives also launched throughout the year were 'EasyFundraising' (retailers donate a percentage of a customer's shopping to charity) and 'Matched Funding' (employers of parents pledge to match a sum of money relating to the amount the employee has either raised or donated to the SCA).

A number of invoices relating to SCA donations to the school for 2020/2021 were not received from the school (and subsequently paid) until Sept 2021 - these figures are highlighted as 2020/2021 in the Fundraising Analysis.

Overall, a fantastic year of fundraising effort, mainly due to the introduction of new initiatives and excitement at being able to socially gather without restrictions.

## **Fundraising Summary:**

- **Christmas Fair (Dec 2021) and Summer Fair (Jun 2022)**

With Covid restrictions finally removed, the Christmas Fair was held in Dec 2021. This was a huge success which saw many children and parents of the school celebrating a Christmas Fair for the first time. The introduction of new games and stalls, along with Santa's Grotto and the Christmas Raffle resulted in an *increase* in net cash flows of £5138 (2020: £0).

The Summer Fair was also reinstated and was held in June 2022. This included Go Karts, inflatables, games, a bar and Summer Raffle which resulted in an *increase* in net cash flows of £4658 (2020:£0) All Raffle prizes were kindly gifted by parents/families of the school. A big thank you to all teachers, staff and parents who volunteered to set up and man stalls at both fairs.

- **Panto (Dec 2021)**

Similarly, with the lifting of Covid restrictions, the Panto in Dec 2021 was allowed to take place with The Churchill Theatre confirming all reserved tickets from 2020 to be rolled over to Dec 2021 – ticket sales (sale/return) resulted in an *increase* in net cash flows of £2629 (2020: £0).

- **Winter Social (Nov 2021)**

Due to the prohibition of many social events during Covid restrictions, it was agreed that a parent/teacher Winter Social would take place in November 2021 – this was held on school premises to reduce costs, with catering/drinks provided by the SCA - a *increase* in net cash flows of £878 (2020: £0) was noted.

- **Pre-Prep/Prep School Discos (Spring 2022)**

Two School Discos were held (one for Pre-Prep, one for Prep) which the children thoroughly enjoyed – especially due to the inability to attend parties/gatherings in the previous year – an *increase* in net cash flows of £1,260 (2020: £0)

- **Plus Room Boards (Spring 2022)**

A great initiative with little effort and no cost was the 'Plus Rooms' Advertising Boards - parents agreed to place an 'estate agent' style advertising board in their front garden in return for a £50 payment to the SCA (per board) from 'Plus Rooms' – an *increase* in cash flows of £2000 (2020: £0)

- **Path to Play**

A new initiative 'Path to Play' offers parents/family/staff the opportunity to purchase a paving brick with a small message/child's name – these bricks will eventually form a path leading to the children's playground. £2576 has been raised this year, with more expected in the next financial year. Invoices for the bricks and the laying of the path will be seen in the next financial year.

- **Recipe Book (A Taste of Harmony)**

This year the children, families and staff had the opportunity to submit a favourite recipe for the school Recipe book. Orders to date have raised £639, however, are split across the financial years, therefore more funds are expected. Invoices for the recipe books will be seen in the next financial year.

Profits were also generated from a number of other successful initiatives:

- **Matched Funding - £732**
- **Second Hand Uniform - £2,696**
- **Christmas Raffle (Dec 2019) - £1,275**
- **Summer Raffle (Jun 2020) - £850**
- **Path to Play - £2,576** (*initiative still running*)
- **Recipe Book (A Taste of Harmony) - £639** (*initiative still running*)
- **Tea Towels - £806**
- **Bake Boxes (Easter & Halloween) - £1,342**

I would like to thank Dawn Lindsay and her many helpers who spend countless hours running, organising and clearing out the Second Hand Uniform Shop while generating significant funds for the SCA - **£2,696!** Their efforts also provide the SCA an opportunity to donate many bags full of clothing to the local community.

I would also like to extend my thanks to Bronwen Rose who organised both the Christmas and Summer Raffles – as always, they were received well by parents and families (and generated **£1,275** and **£850** respectively). I would also like to thank parents/friends/family who offered such fabulous prizes, without these the raffles would not raise such amazing profits – prizes are always amazing and worth winning!

Tea Towels were another hit this year, raising **£806!** Well done to both the teachers and the children for their hard work in producing such wonderful portraits!

For Easter and Halloween, we produced Bake Boxes which were well received and raised **£1,342** – I would like to thank all the parents who volunteered to help weigh out all the ingredients!

The SCA received **£1,428** from member subscriptions of the association during the financial year.

Donations amounting to

Donations to the value of **£21,419** were gifted to the school, however, a number of these related to items/donations from 2020 which were not invoiced until Sept 2021:

2021

- Prep Playground 50% Deposit (Trim Trail) - £17,648
- Y6 Leavers Gift - £500
- Library - £534
- Easter Egg Hunt - £276

2020 Late Invoices

- *Prep School and Lower School playground equipment*
- *Summer Fun Day*
- *Samba Instruments (funded by the Instrument Loan Scheme).*

A 50% deposit of £17,648 for the Prep-School Playground (Trim Trail) was paid £17,648 with the remaining 50% due in the next financial year. £534 of an agreed £5000 budget was donated towards the decorating of the school library - more invoices are expected for completion of the library in the next financial year.

In an attempt to reduce the amount of plastic glasses/non recyclable cups etc. used at events, pre-used washable/reusable glasses (and corex storage boxes) were purchased in 2021 – these items, along with replacement Gazebos, reuseable tablecloths and a laminator were also purchased and listed as an SCA Asset. A number of toys (to sell at events) were also purchased in bulk to reduce initial outlay, and also listed as an SCA Asset. These items cost £1,964.

**Cash Funds at year end:**

Float	£80
Barclays - Current Account	£7,750
Barclays - Business Premium Account	£6,274
Charity Bank	£19,512
	<hr/>
	<b>£33,616</b>
	<hr/>

SCA recorded £72.42 in interest income mainly relating to the Charity Bank account.

All charges relating to PayPal, Zettle, Stripe and BOPP have already been removed from the amounts received – full statements containing all transactions and subsequent charges are retained by the SCA Treasury and to be used alongside the Reports and Accounts.

Charges relating to the SCA website (SCASales.co.uk) are donated by Fiona Beaton.

The SCA looks forward to continuing to support the school on their projects and spending the funds raised to enhance the education and school experience of the pupils of St. Christopher's The Hall.

We would love for more parents to be involved in the SCA, please let us know if you would like to join the team of volunteers who make the fun happen.

Kind regards,

Fiona Beaton  
**SCA Treasurer**

## APPENDIX

St. Christopher's Association (Charity: 1108073)

Fundraising Analysis – 01 Sept 2021 to 31 Aug 2022

Event	Receipts	Payments	Net
AmazonSmile	£121	£0	£121
Bake Boxes (2021)	£922	£0	£922
Bake Boxes (2022)	£420	£0	£420
Christmas Cards (2021)	£887	(£724)	£163
Christmer Fair Total	£7,287	(£2,149)	£5,138
<i>Christmas Fair (2021)</i>	<i>£5,962</i>	<i>(£1,649)</i>	<i>£4,313</i>
<i>Christmas Raffle (2021)</i>	<i>£1,275</i>	<i>£0</i>	<i>£1,275</i>
<i>Float - Christmas Fair</i>	<i>£50</i>	<i>(£500)</i>	<i>(£450)</i>
Christmas Trees	£10	£0	£10
Coffee Mornings	£186	£0	£186
Disco - Lower School	£990	(£363)	£627
Disco - Prep School	£933	(£300)	£633
Disco - Entertainer Deposits for 2023	£0	(£100)	(£100)
EasyFundraising	£277	£0	£277
Field Hire	£150	£0	£150
Headteacher Leaving Gift	£0	(£315)	(£315)
Labels	£36	£0	£36
Panto (2021)	£7,678	(£5,049)	£2,629
Parentkind Membership	£0	(£116)	(£116)
Path to Play	£2,576	£0	£2,576
Plus Rooms Advertising Boards	£2,000	£0	£2,000
Recipe Book (A Taste of Harmony)	£639	£0	£639
SCA Logo Competition	£19	£0	£19
Second Hand Uniform - 2020/2021	£914	£0	£914
Second Hand Uniform - 2021/2022	£2,696	£0	£2,696
Seed/Veg Sacks	£282	£0	£282
Sports Days Refreshments (2021)	£137	£0	£137
Sports Days Refreshments (2022)	£410	(£200)	£210
Summer Fair (2022) TOTAL	£7,000	(£2,342)	£4,658
<i>Summer Fair (2022)</i>	<i>£6,020</i>	<i>(£1,782)</i>	<i>£4,238</i>
<i>Summer Raffle (2022)</i>	<i>£910</i>	<i>(£60)</i>	<i>£850</i>
<i>Float - Summer Fair</i>	<i>£70</i>	<i>(£500)</i>	<i>(£430)</i>
Summer Raffle (2021)	£698	£0	£698
Tea Towels (2021)	£350	(£1,194)	(£844)
Tea Towels (2022)	£1,692	(£886)	£806
Tote Bags	£40	£0	£40
Winter Social	£1,884	(£1,006)	£878
<b>Fundraising</b>	<b>£41,234</b>	<b>(£14,744)</b>	<b>£26,490</b>

Donations to School	£0	(£21,419)	(£21,419)
<i>Easter Egg Hunt</i>	£0	-£276	-£276
<i>Playground 50% Deposit - Prep Trim Trail</i>	£0	-£17,648	-£17,648
<i>Summer Fun Day (2020)</i>	£0	-£561	-£561
<i>Playground Equipment - Toys etc.</i>	£0	-£1,342	-£1,342
<i>Y6 Leavers Gift</i>	£0	-£500	-£500
<i>Library</i>	£0	-£534	-£534
<i>ILS</i>	£0	-£558	-£558
Donations to SCA	£2,399	£0	£2,399
SCA Subscription	£1,428	£0	£1,428
SCA General Expenses	£0	£0	£0
Assets (SCA)	£0	(£1,964)	(£1,964)
Bank Charges	£0	£0	£0
Interest Received	£72	£0	£72
Receipts in Error	£1,858	(£1,858)	£0
Refunds Credit	£28	£0	£28
Refunds Debit	(£50)	£0	(£50)
Instrument Loan Rental	£150	£0	£150
<b>Grand Total</b>	<b>£47,119</b>	<b>(£39,985)</b>	<b>£7,134</b>

**St Christopher's Association (Charity: 1108073)**  
**Receipts and Payments Accounts**  
**1 September 2021 to 31 August 2022**

	Current Year 2022\2021 £	Prior Year 2021\2020 £	Move
<b>Receipts:</b>			
Fundraising	£41,234	£8,733	£32,501
SCA Subscription	£1,428	£1,752	(£324)
Donations to SCA	£2,399	£0	£2,399
Interest Received	£72	£96	(£24)
Receipts in Error	£1,858	£330	£1,528
Refunds Credit	£28	£0	£28
Refunds Debit	(£50)	£0	(£50)
Instrument Loan Rental	£150	£600	(£450)
	<b>£47,119</b>	<b>£11,511</b>	<b>£35,608</b>
<b>Payments:</b>			
Fundraising	(£14,744)	(£2,789)	(£11,955)
Donations to School	(£21,419)	(£3,388)	(£18,031)
Assets (SCA)	(£1,964)	(£564)	(£1,400)
Instrument Loan Rental	£0	(£403)	£403
Bank Charges	£0	£0	£0
Receipts in Error	(£1,858)	(£330)	(£1,528)
SCA General Expenses	£0	(£116)	£116
	<b>(£39,985)</b>	<b>(£7,590)</b>	<b>(£32,395)</b>
Receipts less payments	£7,134	£3,921	£3,213
Cash funds last year end	£26,479	£22,558	£3,921
<b>Cash funds this year end</b>	<b>£33,613</b>	<b>£26,479</b>	<b>£7,134</b>
<b>Cash Funds at year end:</b>			
Float	£80	£80	£0
Barclays - Current Account	£7,750	£1,831	£5,919
Barclays - Business Premium Account	£6,274	£1,273	£5,001
Charity Bank	£19,512	£19,344	£168
	<b>£33,616</b>	<b>£22,528</b>	<b>£11,088</b>
Fund Raising - Receipts	£41,234	£8,733	£32,501
Fund Raising - Payments	(£14,744)	(£2,789)	(£11,955)
<b>Net</b>	<b>£26,490</b>	<b>£5,944</b>	<b>£20,546</b>



CHARITY COMMISSION FOR ENGLAND AND WALES

Christopher's Association

1108073

CC16a

## Receipts and payments accounts

For the period  
from

9/1/2021

To

8/31/2022

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Fundraising	41,234	-	-	41,234	8,733
SCA Subscription	1,428	-	-	1,428	1,752
Donations to SCA	2,399	-	-	2,399	-
Interest Received	72	-	-	72	96
Instrument Loan Rental	-	150	-	150	600
Refunds Credit	28	-	-	28	-
<b>Sub total</b> (Gross income for AR)	<b>45,161</b>	<b>150</b>	<b>-</b>	<b>45,311</b>	<b>11,181</b>
<b>A2 Asset and investment sales, (see table).</b>					
None	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>45,161</b>	<b>150</b>	<b>-</b>	<b>45,311</b>	<b>11,181</b>
<b>A3 Payments</b>					
Fundraising	14,744	-	-	14,744	2,789
Donations to School	21,419	-	-	21,419	3,388
Instrument Loan Rental	-	-	-	-	403
Bank Charges	-	-	-	-	-
SCA General Expenses	-	-	-	-	116
Assets (SCA)	1,964	-	-	1,964	-
<b>Sub total</b>	<b>38,127</b>	<b>-</b>	<b>-</b>	<b>38,127</b>	<b>6,696</b>
<b>A4 Asset and investment purchases, (see table)</b>					
None	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>38,127</b>	<b>-</b>	<b>-</b>	<b>38,127</b>	<b>6,696</b>
<b>Net of receipts/(payments)</b>	<b>7,034</b>	<b>150</b>	<b>-</b>	<b>7,184</b>	<b>4,485</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>25,848</b>	<b>1,195</b>	<b>-</b>	<b>27,043</b>	<b>22,558</b>
<b>Cash funds this year end</b>	<b>32,882</b>	<b>1,345</b>	<b>-</b>	<b>34,227</b>	<b>27,043</b>



## 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 £
<b>B1 Cash funds</b>	Float	80	-	-
	Barclays - Current Account	6,405	1,345	
	Barclays - Business Premium Account	6,274	-	-
	Charity Bank - Ethical Easy Access	19,512	-	-
	<b>Total cash funds</b>	<b>32,271</b>	<b>1,345</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	None			
<b>B4 Assets retained for the charity's own use</b>	None			
<b>B5 Liabilities</b>	None			
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

St. Christopher's Association

Examination of Accounts (CC16a Statement) for the Year Ending 31 August 2022

Name of Examiner – Julian Corner ACA BA

Address of Examiner – 138 Kings Hall Road, Beckenham, BR3 1LN

Name of the Charity – St. Christopher's Association

Domicile of Charity – United Kingdom

I carried out an examination of the accounts and the CC16a Statement for the St. Christopher's Association for the year ended 31 August 2022. I have completed the examination based on the fact that, as a charitable company, the accounts of St. Christopher's Association do not require an audit as a result of the fact that the charity has income of less than £250,000, in accordance with Part 16 of the Companies Act 2006.

Examiner's Statements:

- Based on my review and examination of the St. Christopher's Association CC16a Statement (Section A – Receipts and Payments and Section B – Statement of Assets and Liabilities at the end of the period) in conjunction with the accounting records, the following was concluded:
  - The accounts (CC16a Statement) were found to be in line with the accounting records.
  - No significant matters were noted during the examination that would warrant a reportable event.
  - No matters have come to the attention of the Examiner that there has been any material mis-statement or any failure to comply with Sections 386 or 396 of the Companies Act 2006.
  - There was no material expenditure noted, that appears not to be in line with the trusts of the charity or the specific purposes placed on restricted funds.

- This report relates to an independent examination carried out under Section 145 of the 2011 Act and that the review has been conducted in accordance with the directions of the Commission.

***Julian Corner***