



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1/10/23** Period start date To **30/9/2024**
Period end date

Charity name: Brookland Infant School Parents Association

Charity registration number: 1109252

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | The object is to advance the education of pupils in the school, in particular by developing effective relations between staff, parents and others associated with the school engaging in activities or providing facilities or equipment, which support the school and advance the education of 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 | Engaging in fund- raising activities to raise funds for the school that are used to provide facilities and equipment for the school. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | |

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 | The charity organised many successful events over the course of the year. This enabled the charity to help fund a new calm pod installed in the summer of 2024 for the infant school |

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 | |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | |
| 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 (trust deed, royal charter) | Para 1.25 | Constitution |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | 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 | Nominations for election to committee made by one member and seconded by another, with consent |

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 | Brookland Infant School Parents Association |
| Other name the charity uses | |

| | |
|-----------------------------|---|
| Registered charity number | 1109252 |
| Charity's principal address | Brookland Infant School Hill Top London NW11 6EJ |
| | |

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 | Ben Hofman | Treasurer | Oct 2023 Onwards | Alexis Cope |
| 2 | Azadeh Bahrami | Co-Chair | Oct 2023 Onwards | Alexis Cope |
| 3 | Lesley Sunnex | Co-Chair | Oct 2023 Onwards | Alexis Cope |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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

| Director name | | |
|---------------|--|--|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
| | | |
| | | |
| | | |
| | | |
| | | |

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)

| |
|--|
| |
|--|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|--|
| |
|--|


Other optional information

| |
|--|
| |
|--|

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) | Ben Hofman | |
| Position (eg Secretary, Chair, etc) | Treasurer | |
| Date | 30/07/2025 | |



Receipts and payments accounts

| | | | |
|------------------------|------------|----|------------|
| For the period from | 01/10/2023 | To | 30/09/2024 |
|------------------------|------------|----|------------|

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 | | | | | |
| Sales/pop up stalls | 3,674 | - | - | 3,674 | - |
| Fireworks | 11,700 | - | - | 11,700 | - |
| Summer Fair | 10,499 | - | - | 10,499 | - |
| Year 2 Disco | 1,282 | - | - | 1,282 | - |
| Year 2 Leavers | 4,035 | - | - | 4,035 | - |
| Your school lottery | 1,001 | - | - | 1,001 | - |
| Easy fundraising | 275 | - | - | 275 | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 32,465 | - | - | 32,465 | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 32,465 | - | - | 32,465 | - |
| A3 Payments | | | | | |
| Charitable activities | - | - | - | - | - |
| Sals/Pop up stalls | 456 | - | - | 456 | - |
| Summer Fair | 8,574 | - | - | 8,574 | - |
| Fireworks | 1,530 | - | - | 1,530 | - |
| School donations | 1,600 | - | - | 1,600 | - |
| | - | - | - | - | - |
| Administrative costs | - | - | - | - | - |
| Bookkeeping | 600 | - | - | 600 | - |
| Training | 153 | - | - | 153 | - |
| Sub total | 12,913 | - | - | 12,913 | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 12,913 | - | - | 12,913 | - |
| Net of receipts/(payments) | 19,553 | - | - | 19,553 | - |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 15,574 | - | - | 15,574 | - |
| Cash funds this year end | 35,126 | - | - | 35,126 | - |

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 | 35,126 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 35,126 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | | | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| | Ben Hofman | | | |



Independent Examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees Brookland Infant School Parents Association

On accounts for the year ended

30/09/2024

Charity no.

1109252

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2024.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Responsibilities and basis of report

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions 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, 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

Stephen Paul

Date

30 / 07 / 2025

Name

Stephen Paul

Professional Body

ACCA

Address



Receipts and payments accounts

| | | | |
|------------------------|------------|----|------------|
| For the period from | 01/10/2023 | To | 30/09/2024 |
|------------------------|------------|----|------------|

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 £ |
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| Year 2 Disco | 1,282 | - | - | 1,282 | - |
| Year 2 Leavers | 4,035 | - | - | 4,035 | - |
| Your school lottery | 1,001 | - | - | 1,001 | - |
| Easy fundraising | 275 | - | - | 275 | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 32,465 | - | - | 32,465 | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 32,465 | - | - | 32,465 | - |
| A3 Payments | | | | | |
| Charitable activities | - | - | - | - | - |
| Sals/Pop up stalls | 456 | - | - | 456 | - |
| Summer Fair | 8,574 | - | - | 8,574 | - |
| Fireworks | 1,530 | - | - | 1,530 | - |
| School donations | 1,600 | - | - | 1,600 | - |
| | - | - | - | - | - |
| Administrative costs | - | - | - | - | - |
| Bookkeeping | 600 | - | - | 600 | - |
| Training | 153 | - | - | 153 | - |
| Sub total | 12,913 | - | - | 12,913 | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 12,913 | - | - | 12,913 | - |
| Net of receipts/(payments) | 19,553 | - | - | 19,553 | - |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 15,574 | - | - | 15,574 | - |
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| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 35,126 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | | | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| | Ben Hofman | | | |



Independent Examiner's report on the accounts

Section A

Independent Examiner's Report

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Signed

Stephen Paul

Date

30 / 07 / 2025

Name

Stephen Paul

Professional Body

ACCA

Address