

Weeke Primary School Association
Registered charity no. 1110977
Trustees' Annual Report
for the year ended 31 March 2021



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Legal and administrative information

Status

Weeke Primary School Association (WPSA) is a registered charity (no. 1110977). The charity was established through a constitution on 9th June 2005.

The trustees of the charity are volunteers recruited from the parents and staff of Weeke Primary School. Upon appointment, trustees with management responsibility can serve for a maximum term of three years. The trustees with management responsibility are appointed annually at the Annual General Meeting.

Trustees

The following trustees managed the charity during the year:

Steve Reynolds (chair)
Lara Pegorini (vice chair)
Graham De'ath (treasurer)

Charity's principal address

Stoney Lane, Weeke, Winchester, SO22 6DR

Bankers

Barclays Bank plc
Edgbaston Servicing Centre Business Centre
3rd Floor Westgrove House
38-40 Hagley Road
Edgbaston, Birmingham
B16 8PE

Trustees' Report

Key Objectives of the Weeke Primary School Association (WPSA)

- Raising funds to support Weeke Primary School in providing the equipment and facilities necessary to help create the best environment for our children's development through learning and play.
- Through our events embrace the community feel of Weeke Primary School and bring together all those associated with the School.

Fundraising and donations

Despite the challenge of the Covid pandemic, the WPSA has had a tremendously successful year of fundraising after deploying a host of innovative ideas to raise cash. We end the 2020/21 financial year with closing funds of £12,081.17 (2019/20: £15,836.03), have raised £19,902.56 (2019/20: £21,490.91) and have made donations through the year of £23,657.42 (2019/20: £12,488.77) to the school.

The main donations to the school in the year to 31 March 2021 were:

- £15,000 towards the cost of providing new playground equipment
- £3,000 to provide curriculum resources for Early Years and Year 1
- £2,500 for Listen2Me (the Hampshire Music Service) to provide lessons
- £1,076 to cover the cost of Leavers Hoodies for year 6 pupils.

Risk management

The key financial risk to the Charity is that expenditure will need to be incurred on activity which does not result in raising funds for the school. For example, should an event be cancelled due to poor weather, WPSA may still incur costs without being able to raise funds. The team considers and manages the risks on an event by event basis, ensuring that demand for an event is sufficient before expenditure is committed. Appropriate insurance cover is also maintained.

The key operational risk is that volunteers will not be recruited to the management team in order to maintain momentum for the WPSA, generating support from the school community for events. Volunteers are recruited through whole school communication, such as parent emails as well as informal networking in the school community.

A further risk for 2021/22 is that the WPSA will not be able to carry out fundraising activities due to the Coronavirus pandemic. The Trustees prioritise the safety of pupils, teachers and volunteers in suspending, cancelling or rearranging events as the lockdown rules evolve. Looking ahead to the

2021/22 financial year, it is uncertain how quickly we will be able to resume normal activities and the Trustees continue to keep this carefully under review while seeking to minimise expenses.

Future targets

The school has requested for this financial year that, as well as supporting the usual activities, we aim to provide fund to support the school in replacing ipads, upgrading and extending the astroturf area and building new covered outdoor learning space for Year R and Year 1. The Trustees have decided to provide support for these from general funds, rather than setting aside or raising designated funds towards these objectives.

Reserves policy

Since the objective of the charity is to raise funds for the school, there is no need to retain reserves in excess of ongoing commitments. The charity does not have any ongoing commitments. The treasurer generally aims to retain a minimum of £1,500 in the bank account to cover short term cash flows and avoid the account becoming overdrawn. Where funds are raised at an event solely for a specific project, these are set aside from general funds as designated funds.

Public benefit

The trustees have considered the Charity Commission's guidance on public benefit and are comfortable that the fundraising efforts for our school are consistent with the guidance, given that the fundraising enhances the education of the children of our local community, thus meeting both the "public" and "benefit" elements of the guidance.

Review and thanks

This has been another successful year for the WPSA and I would like to thank you for your continued support in my role as Chair.

Thank you for your time, help and support!

Steve Reynolds

Steve Reynolds

Chair

13/07/2021

I report on the financial statements of the charity for the year ended 31 March 2021 which are set out on pages 9 to 14.

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.

Claire Anthony

Claire Anthony FCA

19 Vernham Road, Winchester, SO22 6BS

13 July 2021

Weeke Primary School Association

Registered charity no. 1110977

Statement of Financial Activities

Unrestricted Funds	2020/21 £	2019/20 £
Income from:		
Events and fundraising	22,870.49	28,753.14
Sponsorship	3,153.74	1,744.10
Total income	26,024.23	30,497.24
Expenditure on:		
Costs of activities for generating funds	(6,121.67)	(9,006.33)
Charitable activities – donations to Weeke primary school	(23,657.42)	(12,488.77)
Total expenditure	(29,779.09)	(21,495.10)
Net income for the year	(3,754.86)	9,002.14
Total funds brought forward at 1 April	15,836.03	6,833.89
Total funds carried forward at 31 March	12,081.17	15,836.03

The statement of financial activities includes all gains and losses recognised in the year. All the above results are derived from continuing activities. The notes on pages 11 to 14 form part of these accounts.

Weeke Primary School Association

Registered charity no. 1110977

Balance sheet

	31 March 2021	31 March 2020
	£	£
Current assets		
Cash at bank and in hand	12,081.17	15,836.03
Trade creditors	-	-
Net current assets	12,081.17	15,836.03
Net assets	12,081.17	15,836.03
Funds of the charity		
Unrestricted funds	12,081.17	15,836.03
Total charity funds	12,081.17	15,836.03

The financial statements were approved and signed on behalf of the Trustees by:

Steve Reynolds

13 July 2021

Steve Reynolds
Chair

The notes on pages 11 to 13 form part of these accounts.

Notes to the financial statements

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historic cost convention and in accordance with the *Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE)* (effective 1 January 2015), the Charities Act 2011, and other applicable accounting standards. A summary of the accounting policies, which have been consistently applied, is set out below.

Fund accounting

The charity maintains only unrestricted general funds, which are available for use at the discretion of the Trustees in furtherance of the general objectives.

Income

All income is included in the statement of financial activities when the charity is legally entitled to the income, and the amount can be quantified with reasonable accuracy. Specifically, policies for certain types of income are as follows:

- Event fundraising is the total of all fundraising income from events such as the Summer Fete, cake sales and the summer party. It includes the sale of donated goods at events.
- Goods donated for resale are included as income when they are sold and the cash has been received.

Expenditure

All expenditure is accounted for on an accruals basis and has been listed under headings that aggregate all costs relating to that category. Liabilities are accounted for when a constructive obligation arises.

- Costs of generating funds are those costs incurred in organising, promoting and running events for the charity.
- Charitable activities are all costs incurred in meeting the core objectives of the charity.

Taxation

Weeke Primary School Association is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable trust for UK income tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Part 10 Income Tax Act 2007 or the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2 Resources expended

The charity does not have any employees nor does it make payments to Trustees, except for the reimbursement of expenditure incurred on behalf of the charity.

3 Creditors

	Balance at 31 March 2021	Balance at 31 March 2020
	£	£
Trade creditors	-	-
Creditors falling due within one year	-	-

4 Statement of funds

	Balance at 1 April 2020	Incoming resources	Expenditure	Balance at 31 March 2021
	£	£	£	£
General unrestricted funds	15,836.03	26,024.23	(29,779.09)	12,081.17
Designated funds	-	-	-	-
Total funds	15,836.03	26,024.23	(29,779.09)	12,081.17

The general funds represent the funds of the charity which are not designated for particular purposes by the Trustees.