



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 23	Month 08	Year 2023		Day 22	Month 08	Year 2024

Section A Reference and administration details

Charity name	Whiteknights Parent Community Association
Other names charity is known by	WPCA
Registered charity number (if any)	1114018
Charity's principal address	Fairlawn Green
	Reading
Postcode	RG2 8EP

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	Kirsty Withers	Co-Chair	16/10/2024 - date	
2	Rosalyn Lane Heath	Secretary	13/10/2023 - date	
3	Anne-Marie van Dodeweerd	Treasurer	01/10/2021 - date	
4	Keith Yabsley	Officer	13/10/2023 - date	
5	Stacey Dudman	Co-Chair	13/10/2023 - date	
6	Sarah Sesay	Chair	04/10/2022 - 15/10/2024	
7	Sophie Alendra Mullings	Officer	16/10/2024 - date	
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11				
12				
13				
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16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 27 Jan 2005 as amended on 23 Mar 2005 as amended on 24 Mar 2017 as amended on 27 Oct 2021 as amended on 26 Feb 2025
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the Annual General Meeting held in the Autumn.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The WPCA committee have adopted the following codes and policies to aid with the running of the Association:

- Code of Conduct
- Safeguarding Policy
- Conflict of Interest Policy
- Expenses Policy
- Reserves Policy

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the association is to advance the education of pupils in the school in particular by:

- Developing effective relationships between the 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 the pupils

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The main activities of WPCA are:

- Organising events for the pupils at the school to enrich their school experience and provide opportunities for social interaction outside the formal classroom setting. Events include the Spring Fair, school disco and a visit from the Circus.
- Running an online second-hand uniform shop to give parents access to good quality second-hand uniform at affordable price as well as supporting the school's sustainability objectives.
- Supporting the development of a strong sense of community between the school and parents by attending new parent meetings, sharing information about WPCA activities through WhatsApp and the school newsletter, and selling keepsake items such as tea towels and Christmas cards.
- Raising funds to provide grants to pay for facilities and equipment that enrich pupils' learning and support staff in delivery a high-quality educational experience. This year we have given grants to pay for playground markings, litter pickers and the Year 6 leavers' banquet and year books.

Additional details of objectives and activities (Optional information)

We are very grateful for the many hours volunteers, including parents, carers and staff, have spent supporting WPCA activities and events. Without their valuable contributions, we would not have been able to achieve so much.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Events

Over the past year, we have hosted a number of successful events. These included our regular annual activities, such as the ever-popular school discos, which welcomed around 270 pupils in December and approximately 300 in July. Our most well-attended event was the Summer Fair, held following the school's Sports Day, which raised over £3000. This year for the first time, we were delighted to host Happy's Circus on the school grounds. Pupils and their families from across all year groups enjoyed an exciting and memorable experience watching the performers up close in the Big Top on the school field.

Second hand uniform shop

This marks the third full year of operating the online second-hand uniform shop through the Uniformd platform. The uniform shop's popularity has continued to grow, with over 110 orders placed this year, raising more than £580 and helping to reduce waste by giving many items a second or third life.

Bringing Together the School Community, Parents and Staff

Over the past year, we have focused on strengthening connections across the school community. We have continued to have an excellent working relationship with the school management team. We attended new parent meetings to welcome families and help them feel part of the school community. This year, we made greater use of our group of parent representatives, one from each year group, as an effective way of disseminating information about WPCA activities to the wider school community.

At Christmas time, we sold tea towels and Christmas cards featuring pupils' artwork, offering families a way to engage with and support the school. We also ran our annual Christmas decoration colouring competition, which continues to be a popular and festive activity for pupils across all year groups. Through a group booking we were able to offer families the opportunity to purchase reduced-price tickets to a local pantomime, encouraging shared experiences beyond the classroom. We also funded the Year 6 yearbooks and contributed to their end of year banquet, giving them a memorable end to their time at primary school.

Fundraising

The activities outlined above have raised over £12,000 over the past year. Grants have been given to the school to fund new playground markings to enhance each of the three playgrounds used by children across all year groups. These have really brightened up the playground and include markings for traditional playground games such as hopscotch and duck, duck, goose. We have also funded litter pickers for pupil use, helping to keep the school grounds clean while contributing towards their Knighthood award.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our reserves policy states that we keep £2000 in reserves. The funds held in reserve would provide continuity for WPCA activities, covering the costs of putting on an event along with our annual running costs such as Parentkind membership who provide our insurance.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F



Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Kirsty Withers	Anne-Marie van Dodeweerd
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	11 th June 2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Whiteknights Parent Community Association

1114018

Receipts and payments accounts

CC16a

For the period
from

23/08/2023


To

22/08/2024

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					
Donations, legacies and grants	2,650	-	-	2,650	-
Fundraising events	22,619	-	-	22,619	-
Interest on deposit account	296	-	-	296	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	25,565	-	-	25,565	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	25,565	-	-	25,565	-
A3 Payments					
Cost of fundraising events	10,607	-	-	10,607	-
Insurance and licences	173	-	-	173	-
Printing, postage and other supplies	300	-	-	300	-
Grants and donations paid	4,648	-	-	4,648	-
Bank charges	89	-	-	89	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	15,817	-	-	15,817	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	15,817	-	-	15,817	-
Net of receipts/(payments)	9,748	-	-	9,748	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	8,246	-	-	8,246	-
Cash funds this year end	17,994	-	-	17,994	-

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	Current Account	500	-	-
	Deposit account	17,494	-	-
		-	-	-
	Total cash funds	17,994	-	-
	(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	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	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	
		Anne-Marie van Dodeweerd	11/06/2025	
			14/06/2025	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Whiteknights PCA

**On accounts for the year
ended**

22 August 2024

**Charity no
(if any)**

Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 22 August 2024.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

11 June 2025

Name:

Jonathan Tansley

**Relevant professional
qualification(s) or body
(if any):**

FCA, ICAEW

Address:

9 Stansfield Close, Reading, RG2 7BQ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.