

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	Sept	2023		31	August	2024

Charity name The Parents Association of Beechwood Sacred Heart School

Other names charity is known by Beechwood Parents Association

Registered charity number (if any) 1117183

Charity's principal address 12 Pembury Road

Tunbridge Wells

Kent

Postcode:

TN2 3QD

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 Oliver Lee-Haswell	Chair	From 27/02/2024	
2 Anne Morriss	Secretary		
3 Stephen Stock	Treasurer	From 11/10/2023	
4 Daniel Jude	Chair	Up to 27/02/2024	
5 Oliver Lee-Haswell	Vice Chair	From 11/10/2023	
6 Allan Agyemang	Treasurer	Up to 11/10/2023	
7 Olanrewaju Oke	Vice-Chair	Up to 11/10/2023	

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

Name	Dates acted if not for whole year
N/A	

N/A

N/A

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		
N/A		
N/A		
N/A		

Name of chief executive or names of senior staff members (Optional information)

N/A

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution adopted 2006

How the charity is constituted
(eg. trust, association, company)

Association

Trustee selection methods
(eg. appointed by, elected by)

Trustees are appointed or reappointed annually at the Annual General Meeting.

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.

Membership of the parents association is open to all parents and/or guardians of pupils who are currently enrolled at the school. The trustees oversee the day to day running of the charity. We liaise with our members to decide the activities and events that we run but we also assist the school with any requests for support or volunteering that they require at school run events.

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

- To advance the education of pupils in the School in particular by:
- 1) Developing effective relationships between the staff, parents and others associated with the school.
 - 2) Engaging in activities or providing facilities or equipment which

support the school and advance the education of the pupils.

Regarding the activities undertaken this academic year 2023-2024, the Trustees have run a number of events (listed below) with the ultimate aim of raising funds which are then used to purchase equipment to support the school in advancement of the education of the pupils and developing effective relationships between the staff, parents and others associated with the school ie "the Objects"

All the Trustees are aware and have regard to the charity's commission's guidance on public benefit, which we have taken into account when making decisions, exercising any powers or duties to which the guidance is relevant.

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)

Fund Raising Activities:

- Second Hand School Uniform Shop to assist parents/pupils and supporting the school.
- Supported the senior school drama production and separately the cultural show by providing refreshments.
- Supported the prep school drama production show by providing refreshments.
- Organised and ran an all school fireworks display, providing food and refreshments.
- Organised and ran an all school Christmas Fair, providing activities for all ages and food and refreshments.
- Organised and ran an all school Beechwood Day event (Summer Fair), providing activities for all ages and food and refreshments.
- Raised funds via amazon smile, xmas cards.

Purchases to assist in the advancement of education and support of the school: see below

- Additional details of objectives and activities (Optional information)

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

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

We are grateful to the parents/guardians and teachers that volunteer at our events, without whose help we would not have been able to achieve all that we have over the past year.

Summary of the main achievements of the charity during the year

This last academic year 2023-2024 has seen many of the goals and objectives start to be realised which the new incoming trustees set out to achieve when they took over in September 2022.

School Community:

With a continuing impact of COVID still being seen across the school body, many steps have been taken to repair and grow the trust and community within the school and Parents association.

The Trustee's set about bringing back the sense of community spirit that the School has experienced previously. To achieve this we organised a number of events that would bring together pupils and their families from both senior and prep.

The year began with our annual Fireworks event which was attended by over 350 people (pupils and their families). This allowed new and existing members of the of the association to interact on the school grounds and enjoy the fireworks and refreshments.

This was shortly followed by the Schools Cultural Showcase, an informal evening where pupils showcased their musical, artistic and crafting prowess to around 100 parents.

The Christmas fair took place a few weeks later and was a resounding success. The school was filled with pupils and their families who enjoyed mingling with one another. We had a number of external and internal stall holders where items could be purchased.

In the spring term we had the school senior drama production which took place over 3 evenings in March. This was a sell out event and showcased the amazing array of talented pupils that the School has.

The prep production which was performed by year six, with support from year 5 took place towards the end of the term showing the talent and skills of the pupils that are just finding their start in life.

The final event of the year was prize giving, an all school event where inflatables and a range of entertainment was provided by the parents association. This event was well attended and allowed parents from both prep and senior school to see the amazing grounds the school has to offer and also continued the growth of the school community.

Finances:

Whilst the events over the past two years not only achieved the objective of bringing the community back together it also assisted in raising additional funds for the charity.

These funds were used to assist the school in purchasing items from their wishlist. This is provided to the trustees to review and vote upon as to whether they meet the criteria of "the Objects" of our charity.

We are pleased to say that we supported the school by purchasing the following items:

Sports equipment, sound system for the auditorium, learning and support

books, a telescope for the astronomy club, outdoor equipment for KS1 and contributed to other costs.

Overall the trustees were pleased with the events and the contributions that were made possible because of the funds raised. The bank balance remains healthy and additional funds were added to the starting balance.

Brief statement of the charity's policy on reserves

The charity continues to monitor the health of our finances, we set aside funds for future investment into the school and maintain reserves to ensure we are able to meet future expenditures.

Details of any funds materially in deficit

N/A

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.

Our main sources of funds are:
Member termly subscriptions
School Second Hand Uniform Shop
Money raised from the ticket sales and refreshments from the events.

Section F

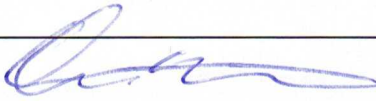
Other optional information

N/A

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

Signed on behalf of the charity's trustees

Signature(s)



SS Stock

Full name(s)

Oliver Lee-Haswell

Stephen Stock

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

15/06/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Parents Association of Beechwood Sacred Heart School
Charity Registration Number: 1117183

No (if any)

CC16a

Receipts and payments accounts

For the period from	1st September 2023	To	31st August 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					
Prep school production	1,628	-	-	1,628	-
Senior school production	6,414	-	-	6,414	8,992
Uniform Shop	5,633	-	-	5,633	7,108
Christmas fair	1,772	-	-	1,772	1,523
Fund raiser	777	-	-	777	-
Christmas card	146	-	-	146	61
Beechwood day	1,027	-	-	1,027	1,050
Firework sales	3,876			3,876	4,094
Fireworks	469			469	-
Member Subscriptions	8,830			8,830	15,481
Other	225			225	19
Interest (Bank Account 1)	18			18	
Interest (Bank Account 2)	435			435	264
Amazon smile					58
Cultural show	820			820	328
Jubilee Event				-	237
Cash float		-	-	-	500
Sub total (Gross income for AR)	32,069	-	-	32,069	39,716

A2 Asset and investment sales, (see table).

N/A	-	-	-	-	
N/A	-	-	-	-	-
Sub total	-	-	-	-	-

Total receipts	32,069	-	-	32,069	39,716
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A3 Payments

Bank Charges (monthly subscription fee)	60	-	-	60	60
Beechwood ball costs	90	-	-	90	-
Beechwood ball photo booth	200	-	-	200	-
Gift	132	-	-	132	-
Nourish	135	-	-	135	150
Footballs	145	-	-	145	-
Parent kind subscription	153	-	-	153	140
Charitable donation	179	-	-	179	-
Learning & support books	192	-	-	192	-
Y11 Prom	225	-	-	225	-
Nursery equipment	248	-	-	248	-
Photo booth	325	-	-	325	-
Telescope - Astronomy Club	400	-	-	400	-
Matilda production costs	495	-	-	495	-
Shed for KS1	573	-	-	573	-
Book fair	600	-	-	600	-
Music department contribution	618	-	-	618	-
Easter egg costs	622	-	-	622	483
Christmas fair costs 2023	622	-	-	622	821
Christmas fair costs	2,394	-	-	2,394	15
Auditorium Sound System	2,000	-	-	2,000	-
Beechwood day 2024	2,269	-	-	2,269	1,178
Chapel Groundwork	2,732	-	-	2,732	-
Fireworks event	3,736	-	-	3,736	4,647

Senior school production	7,596	-	-	7,596	6,326
KS1 Outdoor Equipment	5,579	-	-	5,579	-
Net World Sports - Portable Ball Cage & Padlock	146			146	
Folding tables		-	-	-	1,007
Wheeled Coolbox		-	-	-	100
Mulled Wine Warmer		-	-	-	76
Mud Kitchen (KS1)		-	-	-	116
Outdoor Retractable Cricket Net and bowling machine (MUGA)		-	-	-	6,495
Auditorium Sound System		-	-	-	5,050
Harlequins Dance Mats	-	-	-	-	2,942
Santa Suit		-	-	-	72
Reuseable Glasses, Jugs and Spoons		-	-	-	752
Gardening Club		-	-	-	339
ECO Club		-	-	-	25
Tuff Trays	-	-	-	-	70
Small Coolbox		-	-	-	15
Ice Creams - Prep Sports Day		-	-	-	26
Dunster Outdoor Structure		-	-	-	2,923
Fireworks Display Deposit - November 2023	-	-	-	-	917
Beechwood Ball - Deposit for Venue and Band		-	-	-	310
Beechwood Bar Stock		-	-	-	151
Sub total	32,466	-	-	32,466	35,205

A4 Asset and investment purchases, (see table)					
N/A	-	-	-	-	
N/A	-	-	-	-	
Sub total	-	-	-	-	-

Total payments	32,466	-	-	32,466	35,205
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Net of receipts/(payments)	- 397	-	-	- 397	4,511
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A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	30,782	-	30,782	26,271
Cash funds this year end	30,385	-	30,385	30,782

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
B1 Cash funds		to nearest £	to nearest £	to nearest £
	CAF 1	16,902	-	-
	CAF 2	10,150	-	-
	Cash	3,334	-	-
	Total cash funds	30,385	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
	N/A	-	-	-
	N/A	-	-	-
	N/A	-	-	-
	N/A	-	-	-
	N/A	-	-	-
	N/A	-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	N/A		-	-
	N/A		-	-
	N/A		-	-
	N/A		-	-
	N/A		-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	N/A		-	-
	N/A		-	-

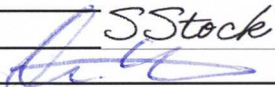
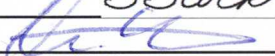
Charity's own use

N/A		-	-
N/A		-	-
N/A		-	-
N/A		-	-
N/A		-	-
N/A		-	-
N/A		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
N/A		-	
N/A		-	
N/A		-	
N/A		-	
N/A		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	STEPHEN STOCK	12/06/2025
	OLIVER LEE-HASSELL	15/06/2025



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

The Parents Association of Beechwood Sacred Heart School

**On accounts for the year
ended**

31 August 2024

**Charity no
(if any)**

1117183

Set out on pages

3 to 7

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 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:

17/06/2025

Name:

Craig Walker

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

ICAEW – Membership number 1295470

Address:

49 Mountain Ash Crescent

Edwalton, Nottingham

NG12 4GS

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.

n/a – no disclosures needed



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Parents Association of Beechwood Sacred Heart School
Charity Registration Number: 1117183

No (if any)

CC16a

Receipts and payments accounts

For the period from	1st September 2023	To	31st August 2024
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Section A Receipts and payments

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A2 Asset and investment sales, (see table).

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N/A	-	-	-	-	-
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A3 Payments

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Beechwood Bar Stock		-	-	-	151
Sub total	32,466	-	-	32,466	35,205

A4 Asset and investment purchases, (see table)

N/A	-	-	-	-	
N/A	-	-	-	-	
Sub total	-	-	-	-	-

Total payments

32,466	-	-	32,466	35,205
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Net of receipts/(payments)

-	397	-	-	4,511
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A5 Transfers between funds

A6 Cash funds last year end

Cash funds this year end

-	-	-	-
30,782	30,782	-	26,271
30,385	30,385	-	30,782

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			
CAF 1	16,902	-	-
CAF 2	10,150	-	-
Cash	3,334	-	-
Total cash funds	30,385	-	-
(agree balances with receipts and payments account(s))			

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			
	N/A	-	-
	N/A	-	-
	N/A	-	-
	N/A	-	-
	N/A	-	-

Details

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			
	N/A	-	-
	N/A	-	-

N/A			-	-
N/A			-	-
N/A			-	-
N/A			-	-
N/A			-	-
N/A			-	-
N/A			-	-

Details				
N/A			-	
N/A			-	
N/A			-	
N/A			-	
N/A			-	

B5 Liabilities

Signed by one or two trustees on behalf of
all the trustees

Signature	Print Name	Date of approval
	STEPHEN STOCK	12/06/2025
	OLIVER LEE-HADFIELD	5/06/2025