

Financial Accounts and Trustees Report 2022/23

Charity registration No: 1121807

Address: Creswell Drive South Eden Park Road Beckenham Kent BR3
3AL

Structure, Trustees' & Committee Members

The charity is an association governed by a constitution dated 17th November 2005. The voting structure for FUN is derived from the guidelines provided by the NCPTA (the National Confederation of Parent Teacher Associations). Parents and/or guardians of present pupils are members of the association and are entitled to vote in elections for the committee. The Committee are elected at the Annual General Meeting (AGM) to hold office until the next AGM. Those elected to serve at the 2022 AGM were:

Officers

Chair	Carly Roberts / Tasha Raphoz
Vice Chair	Georgina Ferrier
Secretary	Matt Stevens
Treasurer	Samantha Lucas

Ordinary Members

Sue-Anne Searle	PTA member
Zoe Foster	PTA member
Laura Woodham	PTA member
Hannah Hilder	PTA member
Kate Hudson	PTA member
Laura Dingle	PTA member
Jara Chung-Faye	PTA member
Sally Newsome	PTA member
Katie Cox	PTA member
Susie Garner	PTA member
Sarah Yates	PTA member
Grace Bartlett	PTA member
Fiona Edwards	PTA member
Francesca Harris	PTA member
Selina Moss	Teacher Member
Claudette Baxter	PTA member

Objectives

The objective of the charity is to enhance the education of the pupils at Unicorn Primary school by developing effective relationships, engaging in activities which raise funds for providing facilities, equipment and resource which support the school, with all pupils benefiting from the additional resources and experiences by:

- Delivering enjoyable events for all
- Providing a wide range of activities for the children of Unicorn Primary School
- To work in partnership with parents/carers of the children at Unicorn Primary School
- Continue to support and advance communication between the school, committee, parents and carers
- To increase net receipts year on year
- To establish a bank of parent helpers to support the committee in preparing and running FUN activities and events

School contributions

A request for funds is made at the start of each academic year from the school to the Committee through a meeting with the Headteacher and the Committee Chair, this is continually reviewed throughout the year through regular meetings between the Chair and the Headteacher. An invoice is then sent at the end of the academic year for the year 2022 – 23 £18.5k was paid to the school.

Independent Examination

The FUN Trustees are responsible for the presentation of the accounts and it is considered that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) but an independent examination is needed.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

Examiner's Report

I report on the accounts of the Trust for the year ended 31 August 2023, are set out on pages 6 to 7.

As directors and Trustee of the charity, you are required by statute to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of its profit or loss for that period. In preparing those accounts you must:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the accounts on the going concern basis unless it is not

appropriate to presume that the company will continue in business.

As the charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

It is your responsibility to keep proper accounting records which disclose with reasonable accuracy at any particular time the financial position of the charity. It is also your responsibility to safeguard the assets of the charity and for taking reasonable steps for the prevention of and detection of fraud and other irregularities with an appropriate system of internal controls.

You are also responsible for determining whether, in respect of the year concerned, the charity meets the conditions for exemption from audit set out in Section 249A of the Companies Act 1985, and for determining whether, in respect of the year, the exemption is not available for any reasons set out in Section 249B of the Companies Act 1985.

Our work did not constitute an audit of the accounts in accordance with Auditing Standards. Accordingly we did not seek any independent evidence to support the entries in the accounting records, or to prove the existence, ownership or valuation of assets or completeness of income, liabilities or disclosure in the accounts. Nor did we assess the reasonableness of any estimates or judgements made in the preparation of the accounts. Consequently, our work will not provide any assurance that the accounting records are free from material misstatement, irregularities or error. In the course of our work, we have placed reliance on the information and representations provided by you, or your representatives.

Educational trips & regular activities

Each financial year funds are allocated for school educational trips and year 6 leavers' activities. FUN are currently contributing about 20% towards the total cost, a support we would like to continue and increase in the coming years. This financial support has been growing as the school has grown to full capacity. £18,000 is budgeted for these regular annual activities.

A summary of the 2022-23 activity is set out below:

	YE Aug 2023	YE Aug 2022
Funds held at start of the year	41,682	25,607
Income raised in the year	40,479	27,266
Operational events and costs	(16,193)	(11,191)
Profit for the year	24,286	16,075
Contributions to Unicorn Primary School	(18,541)	
Funds held at the end of the year	47,428	41,682

The aim for FUN for this year was to build on the success and momentum established in the prior year with more events and the reintroduction of events for adults including Quiz Night and Bingo. FUN achieved an income of £40,479, close to pre-covid levels. This income was predominantly generated through Pantomime ticket sales, a Christmas Grotto, Brochure sales, a Circus event and the Spring Fair, supplemented by smaller events including Craft Bags, Santa Dash and Fireworks. Income has been mostly generated from Parents and carers of children attending the school and local businesses. Our outgoings are due to theatre tickets and stock to support these events as well as printing costs for the brochures. There are some ad hoc items such as Parentkind membership, insurance, Transaction platform fees and licenses. Expenses totaled £16,193 (not including payments to the school) which also includes investment in kit including card readers and a PA system to support larger events.

The Charities Aid Foundation (CAF) bank account was fully functional during the accounting year and the funds from the NatWest account were received into the CAF Bank account on 16th March 2023. Cash generated during the 2021-22 year was deposited into the new account on 5th April 2023 which supports the decrease in cash held and large contributions into the bank account.

Matched funding has been reintroduced this year with a contribution of £1,000 received from Barclays matching contributions and efforts made in relation to the Circus.

Friends of Unicorn Primary School							Registration No. 1121807
RECEIPT & PAYMENT ACCOUNTS 01 SEPT 2022 - 31 AUG 2023							

SECTION A - RECEIPTS AND PAYMENTS						
Events			Receipts	Payments	Total Funds Raised	YE Aug 2022
			£	£	£	
Autumn / Winter Term						
		Christmas Pantomime	3,959	(2,552)	1,407	1,834
		Christmas Brochure	2,195	(1,077)	1,118	1,982
		Christmas Grotto and Santa Dash	2,645	(124)	2,521	404
		Christmas Trees	708	(471)	237	79
		Christmas Cards	229	-	229	212
		Fireworks	2,085	(1,548)	536	
Total Autumn / Winter Term			11,819	(5,772)	6,047	4,612
Spring / Summer Term						
		Circus	9,568	(4,991)	4,576	-
		Summer Brochure			-	693
		Summer Fair	7,536	(2,539)	4,997	4,223
		Ice Creams	730.34	(120)	610	457
		Quiz Night	2139.3	(608)	1,531	-
Total Spring / Summer Term			19,974	(8,258)	11,715	5,562
					-	-
		Preloved Sales	1,274	-	1,274	1,134
		Dress Down Day	685	-	685	275
		Bag 2 School	430	-	430	34
		Grants	1,700	-	1,700	2,423
		Raffle	2,243	(217)	2,025	2,739
		Miscellaneous	1,958	(1,845)	113	(925)
		Bake Sale	397	(100)	297	222
		Payment to School	-	(18,541)	(18,541)	-
Total Other			8,686	(20,703)	(12,017)	5,901
Net Receipts / Payments						
			40,479	(34,733)	5,746	16,074

SECTION B - SUMMARY OF ASSETS AND LIABILITIES AS AT 31 AUG 2022

Cash Funds			
	Float		-
	Cash in Bank Opening		41,682
	Net Receipts / Payments		5,746
	Total Cash Funds		47,428

SECTION C - NOTES
Note 1
Opening Bank Statement

Acc # 61674257	12,840
Acc # 61674303	10,053
Paypal	9,268
Cash in Hand	9,521
	41,682

Note 2
Closing Bank Statement

Acc # 61674257	-
Acc # 61674303	-
CAF	38,452
Paypal	310
Cash in Hand	8,665
	47,428

Note 3
Miscellaneous

Parent Kind	
Bank Fees and Charges	(140)
Interest	(210)
Year 6 Leavers Donation	70.57
Amazon Smile Contribution	(975)
Stikins	181
Smartie Challenge	198
School Lottery	589
Unicorn Coffee Donation	(225)
Craft Bags	497
	(20)
	106
	316
	(275)
	1,958
	(1,845)


**CHARITY COMMISSION
FOR ENGLAND AND WALES**

 Independent examiner's report on
the accounts

SECTION A
INDEPENDENT EXAMINER'S REPORT
Report to the trustees

Charity Name

Friends of Unicorn Primary School

On accounts for the year ended

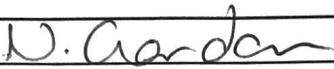
31/08/2023

Charity no (if any)

1121807

Set out on pages 4 -6

(remember to include the page numbers of additional sheets)

Responsibilities and basis of report	<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.</p> <p>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").</p> <p>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.</p>		
INDEPENDENT EXAMINER'S STATEMENT	<p>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:</p> <ul style="list-style-type: none"> • the accounting records were not kept in accordance with section 130 of the Charities Act; or • the accounts did not accord with the accounting records; or • the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination. <p>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.</p>		
Signed:		Date:	7.10.24
Name:	NICOLA CARDON		
Relevant professional qualification(s) or body (if any):	N/a		
Address:	4 HAMPSHIRE MEWS		
	BECKENHAM, KENT		
	BR3 3FE		