

Financial Accounts and Trustees Report 2023/24

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 2023 AGM were:

Officers

Chair	Georgina Ferrier
Vice Chair	Sarah Lawrence
Secretary	Fiona Edwards
Treasurer	Samantha Lucas

Ordinary Members

Laura Woodham	PTA member
Tasha Raphoz	PTA member
Kate Hudson	PTA member
Laura Dingle	PTA member
Nicola Gordon	PTA member
Lesley Cook	PTA member
Vicky Elvines	Headteacher
Miranda Cracker	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 2023 – 24 £16.5k 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 2024, are set out on pages **5 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. £20,000 is budgeted for these regular annual activities.

2023-24

A summary of the 2023-24 activity is set out below:

	YE Aug 2024	YE Aug 2023
Funds held at start of the year	47,428	41,682
Income raised in the year	51,497	40,479
Operational events and costs	(25,311)	(16,193)
Profit for the year	26,186	24,286
Contributions to Unicorn Primary School	(16,435)	(18,541)
Funds held at the end of the year	57,178	47,428

FUN planned more events this year aiming for one large event a term, this included the reintroduction of the Christmas Fair, the return of the Summer Fair and activities centered around World Book Day with a sponsored read and the introduction of Wonka Bars. FUN achieved an income of £51,479 this year. This income was predominantly generated through Pantomime ticket sales, the Christmas Fair, Brochure sales, Break the Rules day, World Book Day events and the Summer Fair, supplemented by smaller events including Craft Bags, School Lottery 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 and raffle tickets. There are some ad hoc items such as Parentkind membership, insurance, Transaction platform fees and licenses. Website Fees have increased this year as a result of upgrading our Events platform membership and utilizing the platform to sell tickets significantly more than in the past. Expenses totaled £25,311 (not including payments to the school) which also includes investment in kit including non-phone connected card readers, replacement of decorations and the increased website costs.

Matched funding has been reintroduced this year with contributions of £2,721 received from matching contributions.

SECTION A - RECEIPTS AND PAYMENTS

Events	Receipts £	Payments £	Total Funds Raised £	YE Aug 2023
Autumn / Winter Term				
Christmas Pantomime	7,284	(2,144)	5,140	1,407
Christmas Brochure	1,710	(1,077)	633	1,118
Christmas Grotto and Santa Dash	8,384	(7,136)	1,248	584
Christmas Trees	533	(372)	161	237
Christmas Cards	156	0	156	229
Bingo	664	(304)	360	-
Disco	2,830	(540)	2,290	-
Fireworks	3,388	(2,183)	1,205	536
Total Autumn / Winter Term	24,949	(13,756)	11,193	4,110
Spring / Summer Term				
Circus			-	3,174
Sponsored Read	1,120	0	1,120	
Wonka Bars	1,557	0	1,557	
Summer Concert	222	0	222	
Magic Show	2,008	(56)	1,952	0
Summer Fair	11,141	(6,777)	4,364	(700)
Ice Creams	221	0	221	(82)
Quiz Night	967	(552)	415	1,619
Total Spring / Summer Term	17,236	(7,385)	9,851	4,012

	Preloved Sales	991	(41)	949	318	
	Dress Down Day	663	0	663	-	
	Bag 2 School Grants and Matching	299	0	299	430	
		2,812	0	2,812	1,700	
	Raffle	2,123	0	2,123	63	
	School Garden	1,000	(1,644)	(644)		
	Miscellaneous	1,275	(2,484)	(1,209)	(658)	Note 3
	Bake Sale Payment to School	149	0	149	6	
		-	(16,435)	(16,435)	(18,541)	
Total Other		9,311	(20,604)	11,293	16,682	
				-	-	
Net Receipts / Payments		51,497	(41,746)	9,751		

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

Cash Funds

	Float	8665.25	
Cash in Bank	Opening	38,762	Note 1
Net Receipts / Payments		9,751	
Total Cash Funds		57,178	Note 2

SECTION C - NOTES

Note 1

Opening Bank Statement

Stripe	-
CAF	38,452
Paypal	310
Cash in Hand	8,665
	47,428

Note 2

Closing Bank Statement

Stripe	115
CAF	50,683
Paypal	617
Cash in Hand	<u>5,763</u>
	<u><u>57,178</u></u>

Note 3

Miscellaneous

Bank Fees and Charges	55.37	(1,404)
Interest	91.29	
Year 6 Leavers Donation		(960)
School Lottery	762	(20)
2024 Colour Run	293	(100)
Craft Bags	<u>74</u>	
	<u>1,275</u>	<u>(2,484)</u>



**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

31/08/2024

Charity no (if any)

1121807

Set out on pages

5-7

(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's trustees, 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 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 which gives me cause to believe that in, any material respect:

- 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.

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: Geraint Rees

Date: 30/6/25

Name: Geraint Rees

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

Address: 248 Eden Park Avenue, London BR3 3JH