



## Trustees' Annual Report for the period

**From**

**Period start date**

Day  
01

Month  
01

Year  
2025

**To**

**Period end date**

Day  
31

Month  
12

Year  
2025

**Charity name**

Kingsnorth School Parents' and Friends' Association (PFA)

**Other names charity is known by**

Kingsnorth PFA

**Registered charity number (if any)**

1122386

**Charity's principal address**

Kingsnorth Church of England Primary School,

Church Hill, Kingsnorth

Ashford Kent

TN23 3EF

### 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 Abbie Self	Chair	Whole year	
2 Karen Wilkins	Secretary and Treasurer	Whole year	
3 Rachel Lane		To 31.05.25	
4 Katie McCarter		Whole year	
5 Toni Fuller		Whole year	
6 Jen Hazelhurst		Whole year	
7 Rose Higgins		Whole year	

### Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

Constitution

How the charity is constituted

(eg. trust, association, company)

Association

Trustee selection methods

(eg. appointed by, elected by)

Elected by membership

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

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

**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)**

- Developing effective relationships between 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.

The Association delivers a range of events throughout the year, the majority of which are to raise funds to enrich the pupils' education. Events include:

- Fireworks night (school and community event)
- School discos (school event)
- Christmas Fayre (school and community event)
- Year R Storytime welcome event (new starters school event)
- World Book Day (school event)
- Roald Dahl Day (school event)
- Easter Raffle (school event)
- Year Six leavers' party (school event)
- Weekly Frozen Fridays (summer months) (School event)
- Class parties (school events)
- Supporting school with Mothers'/Fathers' day events
- Supporting school with open days/open classroom days etc.
- Preloved uniform shop open all year.

The Association works closely and collaboratively with the schools' leaders to deliver all the events in the calendar year. The Classlist PTA platform provides our school with a community based GDPR compliant tool where parents can keep in touch with the PFA, communicate with each other and purchase tickets for our events, including preowned school uniform.

A risk assessment is shared with the school prior to all events and the Association works closely with the safeguarding team to ensure safeguarding is prioritised at every event.

We have published a weekly PFA newsletter throughout the year which is sent out with the school newsletter every Friday. This, together with our Classlist platform, maximises our stakeholder engagement and delivers effective communication within the school community.

All the PFA fundraising activities are intended to raise funds to enrich the educational journey of Kingsnorth CEP pupils. Trustees vote on all spending requests and work closely with the schools' leaders to understand how PFA funding can best be used to benefit as many pupils as possible.

Trustees understand and have exercised their duty in Section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charity Commission.



**Summary of the main achievements of the charity during the year**

2025 has been another successful year for the charity. There has been a strong focus on membership engagement with regular (weekly) PFA events throughout the summer months where we are able to raise awareness of our work and encourage others to consider volunteering.

We have delivered a range of exciting fundraising events for our pupils and their families this year. Our largest single events are Fireworks night (£5.7k) and the Christmas fayre (£3k) which are open to the wider community and were well supported. Our discos raised £5.5k this year and continue to be popular with our pupils. We held two silent discos during the year which incur an equipment hire cost but we are committed to these events which are popular with our SEND pupils and ensure our discos remain inclusive to our whole school community. We also introduced a movie event in 2025 having purchased an MPLC licence which makes use of the hired headsets therefore mitigating some of that cost.

We have delivered a number of presentations to pupils during collective worship. This has helped pupils understand better the aims and objectives of the PFA as well as informing the charity about how pupils wish funding to be targeted. This includes feedback from the School Council where pupils have actively engaged in considering how PFA funding and events can be shaped.

We have continued to offer free tickets via the Family Liaison Officer to ensure all our events are accessible regardless of cost.

We have continued to invest in new equipment and resources to maximise fundraising for the future. This year we purchased a popcorn warmer.

Our pre loved uniform shop has raised £273 this year and has been very popular with families. This is a valuable resource for families who can access low cost branded uniform items and promotes recycling within the school.

We received a £10k donation from a wound-up charity (Kent Play Clubs). We have agreed to ringfence this funding to meet the costs of after school activities (whole school) for three financial years.

We funded a complete AV upgrade for the school hall which is used on a daily basis and will improve school performances benefitting the entire school community.

Our funding in 2025 has supported:

- All After School Activity clubs (whole school)
- Year R PE t shirts (for every new starter)
- Year 6 leavers' party
- Enrichment workshops
- Whole School pantomime
- Complete AV upgrade for the school hall
- Safety in Action Workshop
- Planetarium workshop
- New Lights for the hall Christmas tree.

We finished 2025 with a cash balance of £21.6k (some of this is committed funding including the third year of after school activity clubs in 2026 at £3k).

All of the above achievements have only been possible through the dedication and commitment of our PFA team. All the team fit their PFA roles around their other commitments including work and parenting.

**Brief statement of the charity's policy on reserves**

The Association has an interest earning savings account linked to the current account with National Westminster Bank. During 2025 we earned **£168** interest income from this account. An operating balance is held within the current account for charity/event purchasing and the remaining balance is held in the business reserve account until a donation is made to school.

**Other Information**

We have devolved responsibility for events through committee members who are tasked with purchasing/managing the budget for that individual event. All receipts are posted on a shared page for transparency that the Treasurer uses to reconcile



**Kingsnorth School PFA 1122386 Annual Accounts Statement  
2025 Event / Fundraising Income**

Events	Income	Expenses	Profit
Fireworks Night	£12,724.96	-£6,973.61	£5751.35
Discos & Movie nights	£8,247.62	-£2,689.50	£5,558.12
Xmas Fayre and raffle	£3,908.50	-£884.24	£3,024.26
Frozen Fridays and Refreshment Sales	£3,194.34	-£1,057.21	£2,137.13
Easter Raffle	£1,245.00	-£263.86	£981.14
2026 Leavers Party adv sales	£600.00	£0.00	£600.00
Summer Fayre	£714.00	-£296.25	£417.75
World Book Day Golden Ticket event	£789.20	-£467.61	£321.59
Year Six Video Sales	£290.00	£0.00	£290.00
Christmas Cards	£277.00	£0.00	£277.00
Uniform Sales	£273.00	£0.00	£273.00
Roald Dahl Day	£454.50	-£212.70	£241.80
Class Savers	£249.34	-£65.00	£184.34
Year R Nativity Movie sales	£140.00	£0.00	£140.00
Euros competition	£94.50	£0.00	£94.50
Year R Storytime	£117.00	-£23.30	£93.70
2025 Leavers Party	£4,419.03	-£4,353.70	£65.33
KPS Bear Sales	£355.00	-£499.00	-£144.00
<b>Sub Total</b>	<b>£38,092.99</b>	<b>-£17,785.98</b>	<b>£20,307.01</b>

**Grant / Other Income**

Grant Funding Kingsnorth ASC wind up fund	£10,194.91	£0.00	£10,194.91
Grant Funding (Tesco's Stronger Starts)	£1,000.00	£0.00	£1,000.00
Easyfundraising	£546.17	£0.00	£546.17
Grant Funding (ParentKind)	£308.03	£0.00	£308.03
Bank Interest	£168.66	£0.00	£168.66
Ashford Lottery Income	£151.50	£0.00	£151.50
Pay it forward & Other donations	£2.50	£0.00	£2.50
<b>Total Events and Fundraising</b>	<b>£50,464.76</b>	<b>-£17,785.98</b>	<b>£32,678.78</b>

**PFA Expenses, charges and Purchases (non event)**

Consumables / running costs/Equipment		-2505.98	
Bank Charges/processing fees		-£1,152.89	
Treats/Classparties/Vols		-£795.22	
Licenses/memberships/prof fees		-£577.90	
Leavers' Party contribution 2025		-250	
Travel/Petrol claimed/parking		£0.00	
Training		£0.00	
<b>Total OTHER Exp</b>		<b>-£5,281.99</b>	
<b>Totals</b>	<b>£50,464.76</b>	<b>-</b>	<b>£27,396.79</b>
		<b>£23,067.97</b>	



## Donations paid to School 2025



Year 2 workshop donation	PAID	-£586.00	Transferred
Planetarium Donation	PAID	-£495.00	Transferred
Safety in Action 2025	PAID	-480	Total Transferred £10994
2025/6 After School Activities funding		-3240	
AV Upgrade School Hall		-7274.03	
Christmas Lights whole school	PAID	-£72.00	Transferred
Total Donations to School 2025		<b>-£12,147.03</b>	

Opening Balance at bank 2024	£6,734.18		
Petty cash held at school end of 2024	23.5		
<b>Opening balance 1.1.25</b>	<b>6,757.68</b>		
Total Income 2025	£50,464.76	Savings	<b>£20,803.39</b>
Total Expenditure 2025	-£23,067.97	Current	<b>784.05</b>
Total Donations to School 2025	-£12,147.03	Petty Cash held	<b>20</b>
Stock adjustment End of year	-£400.00	Bank/Cash total	<b>21,607.44</b>
<b>Closing Balance 31.12.25</b>	<b>21,607.44</b>		
<b>Closing Cash Balance 31.12.25</b>	<b>21,607.44</b>		

## 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)	Abbie Self	Karen Wilkins
Position (eg Secretary, Chair, etc)	Chair	Secretary and Treasurer
Date	17 <sup>th</sup> February 2026	



Section A Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Kingsnorth School Parents' and Friends' Association (PFA)

On accounts for the year  
ended

31<sup>st</sup> December 2025

Charity no  
(if any)

1122386

Set out on pages

5 & 6

(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 31/12/2025.

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 (other than that disclosed below \*) 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Virginia Coughlan

Date:

10/03/2026

Name:

Virginia Coughlan

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

AAT. CIMA


<b>Address:</b>	6 Rathland Close
	Woolpit
	Suffolk IP30 9YZ

<b>Section B</b>	<b>Disclosure</b>
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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.