



Trustees' Annual Report for the period

From **1st September 2022** Period start date To **31st August 2023**
Period end date

Charity name: **BRIDGE AND PATRIBOURNE CHURCH OF ENGLAND
PRIMARY SCHOOL PARENT TEACHER ASSOCIATION**
Charity registration number: **1122545**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	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 in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provide funding for the minibuses for the c. 420 pupils at Bridge & Patribourne Primary School providing enrichment via school trips etc. Purchased an iPad for each class to support classroom learning. Public engagement and fundraising activities including fireworks displays, joint school and local village community fete also raising funds with and for the local parish.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have been made aware of the Commission's guidance on public benefit - decisions taken have been in accordance with the guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Considerable enrichment to the pupils of the school - events run throughout the year and trips supported. Engagement and support for the community - the parish through donations and events.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity is in a very strong financial position. The only outstanding payment was for 50% of the profits from the fete, calculated once all income has been received and payments made. The final amount, £1979.22 was paid out in October 2023. There were no other creditors or outstanding debts to be paid. Any excess funds are to be allocated to a suitable project once agreed by the board of trustees.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We currently ensure we hold enough money to cover the annual contribution to the minibuses - £5k. No further reserves are needed to operate the charity as it is run on a purely voluntary basis with no overheads. Any excess funds are free to be allocated to a suitable project (or projects) as agreed by the board of trustees.
Amount of reserves held	Para 1.22	£15,879.48
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees volunteer and are appointed by the committee. We have not yet had a situation where we have had more than one candidate volunteer for a trustee role! Members are elected (or re-elected at the AGM) in accordance with Constitutional rules governing trustee and officer election.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	BRIDGE AND PATRIBOURNE CHURCH OF ENGLAND PRIMARY SCHOOL PARENT TEACHER ASSOCIATION
Other name the charity uses	N/A
Registered charity number	1122545

Charity's principal address	BRIDGE & PATRIBOURNE SCHOOL CONYNGHAM LANE BRIDGE CANTERBURY CT4 5JX
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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	Charlotte Turrell	Chair	01/01/24 - ongoing	
2	Louise Malkin	Secretary	01/01/24 - ongoing	
3	Layla Dayani	Treasurer		
4	James Tibbles	Trustee		
5	Robert Moon	Trustee		
6	Estella Last	Trustee		
7				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A

Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A
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Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details


N/A

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s) 

Full name(s) **LAYLA DAMANI**

Position (eg Secretary, Chair, etc) **Treasurer**

Date **17/06/24**



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name		No (if any)	
Receipts and payments accounts			
For the period from	Period start date	To	Period end date


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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Fireworks	13,957	-	-	13,957	-
Quiz	2,629	-	-	2,629	2,976
Barn Dance	- 0	-	-	-	525
Cake & Uniform Sales	737	-	-	737	266
Christmas (Crafts)	462	-	-	462	690
Break The Rules Day	-	-	-	-	558
Fete	9,132	-	-	9,132	9,300
Nerfs	499	-	-	499	-
Easyfundraising	235	-	-	235	68
Donations from parents	-	-	-	-	50
School Disco	338	-	-	338	-
Fundraisers for Hari & Turkiye Appeal	577	-	-	577	-
Leaving Gifts	-	-	-	-	200
Leaving party year 6	£684.82	-	-	685	108
Sub total(Gross income for AR)	29,252	-	-	29,252	14,741
A2 Asset and investment sales, (see table).					
	- 0	- 0	- 0	-	-
	- 0	- 0	- 0	-	- 0
Sub total	- 0	- 0	- 0	-	- 0
Total receipts	29,252	- 0	- 0	29,252	14,741
A3 Payments					
Fireworks	6,389	-	-	6,389	-
Quiz	1,533	-	-	1,533	1,589
Barn Dance	- 0	-	-	-	86
Cake & Uniform Sales	- 0	-	-	-	-
Christmas (Crafts)	553	-	-	553	673
Break The Rules Day	-	-	-	-	-
Fete	5,151	-	-	5,151	4,517
Nerfs	180	-	-	180	-
Easyfundraising	- 0	-	-	-	-
Donations from parents	-	-	-	-	-
School Disco	135	-	-	135	-
Fundraisers for Hari & Turkiye Appeal	400	-	-	400	4,939
Contribution towards minibuses	4,939	-	-	4,939	-
School iPads	5,000	-	-	5,000	473
Leaving party year 6	1,085	-	-	1,085	-
Proms Drinks	131	-	-	131	128
Parentkind insurance	140	-	-	140	300
Kampala Children's centre (NDE Network)	300	-	-	300	200
Leaving Gifts	20	-	-	20	152
Refreshments PTA Meetings	111	-	-	111	-
Card Reader	95	-	-	95	-
Presents and leaving parties	- 0	-	-	-	-
50% of 2022 Fete profits to church	2,495	-	-	2,495	-
	- 0	-	-	-	-
Sub total	28,656	-	-	28,656	13,056
A4 Asset and investment purchases, (see table)					
	- 0	- 0	- 0	-	-
	- 0	- 0	- 0	-	-
Sub total	- 0	- 0	- 0	-	- 0
Total payments	28,656	- 0	- 0	28,656	13,056
Net of receipts/(payments)	596	-	-	596	1,685

A5 Transfers between funds	- 0	-	-	-	-
A6 Cash funds last year end	15,284	-	-	15,284	13,599
Cash funds this year end	15,879	-	-	15,879	15,284

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	Cash at Bank	15,879	-	-
		-	-	-
		-	-	-
	Total cash funds	15,879	-	-
	(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			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		LAYLA DAMANI	17/06/24	

**Independent examiner's report to the trustees of BRIDGE AND
PATRIBOURNE CHURCH OF ENGLAND PRIMARY SCHOOL PARENT
TEACHER ASSOCIATION**

I report to the trustees on my examination of the accounts of BRIDGE AND PATRIBOURNE CHURCH OF ENGLAND PRIMARY SCHOOL PARENT TEACHER ASSOCIATION (The PTA) for the year ended 31/8/23.

Responsibilities and basis of report

As the charity trustees of the PTA you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2021 ('the Act').

I report in respect of my examination of the PTA'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 giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the PTA as required by section 130 of the Act; or
2. The accounts do not accord with those records

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:



Amy Louise Shuai (FCA)

Member of ICAEW since 1/5/2002 (Membership number 8941592)

The Views, Stuppington Lane, Canterbury, Kent, CT1 3LN

17/6/24