

Trustees' Annual Report for the period

CHARITY
COMM

Period start date
From Day 01 Month 09 Year 2023 To Day 31 Month 08 Year 2024

Section A

Reference and administration details

Charity name **Hardwick & Cambourne Community Primary School PTA**

Other names charity is known by

Registered charity number (if any) **1122748**

Charity's principal address **Hardwick & Cambourne School**

Sheepfold Lane

Cambridge

Postcode CB23 6FR

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	Alison Sibley	Co- Chair	Appointed 24/09/2024	
2	Natalia Hunter	Co- Chair	Appointed 12/03/2024	
3	James Wakeling	Co- Chair	Appointed 28/09/2023	
4	Steve Riley	Co- Chair	Appointed 28/09/2023	
5	Charlotte Cutmore	Co- Chair	Appointed 28/09/2023	
6	Kym Ellis	Co- Chair	Appointed 27/09/2022	
7	Anna James	Treasurer	Appointed 27/09/2022	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

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)	

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.

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Section C Objectives and activities

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

Our aims throughout the year are to raise funds through fundraising events which the children can enjoy as well as raising funds to enable us to purchase little extras which the school can't afford and enrich the school lives of the children.

We place our reports on the school website for all to view should they wish too.

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)

Main Activities in 2024 on both sites included running a total of 56 events over the two sites

Noteworthy events making the following contributions after costs

Cambourne Fun Raising 29/10/23 £569
Cambourne Christmas Fair 02/12/2023 £1,761
Hardwick Music Quiz 10/11/2023 £481
Hardwick Play Raffle & Events 31/12/23 £469
Combined Christmas Raffle £1,401
Hardwick Psychic Night 22/03/2024 £618
Cambourne Circus 19/06/24 £2,234
Hardwick Fun Raising 15/04/24 £531
Hardwick Music Quiz 26/04/24 £437
Hardwick Iron May 11/06/24 £800
Hardwick Summer Carnival 13/07/24 £3,032
HCCPS Summer Raffle 19/07/24 £664

The trustees have adhered to the standards of behaviour that we all expect from each other to ensure our charity is well run and everyone is kept safe

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.

Summary of the main achievements of the charity during the year

The charity made grants and donations for activities for the total of £28,927 to 38 individual funding requests and committed spends

Committed spends towards events and activities for the year totalled £2,574 whilst a further amount of £26,353 was made to individual funding requests made by teachers and committee members for the benefit of the children and the school

Most significant of these (over £500) were as follows

Cambourne Reception Equipment £8,125
6 x Ipad Trollies £5,710
Outside Benches £4,209
Amazon Wishlist Fulfilled £3,835
Bookstands & 70 x Ipad Cases £991
Cambourne Storage Units £677

Section E

Financial review

Brief statement of the charity's policy on reserves

The Policy on reserves for the year was to ensure that where possible and sensible, any funds would be released back to school for the benefit of the children and ensure that reserves did not drop below £10,000. This represented three years worth of committed spending

Details of any funds materially in deficit

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.

Section F


Other optional information

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)	JAMES WAKEELING	
Position (eg Secretary, Chair, etc)	Co Chair	
Date	4/6/25	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Hardwick & Cambourne Community Primary
School PTA

1122748

CC16a

Receipts and payments accounts

For the period
from

01-Sep-23

To



31-Aug-24

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					
Donations, legacies & grants	59	-	-	59	674
Fundraising events:	-	-	-	-	-
Stripe sales	13,479	-	-	13,479	11,720
Sumup sales	6,662	-	-	6,662	3,815
Cash sales	11,243	-	-	11,243	6,959
Easy fundraising	60	-	-	60	156
Amazon Smile	-	-	-	-	461
School lottery	1,063	-	-	1,063	1,193
Green people	179	-	-	179	215
Interest received	85	-	-	85	10
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	32,830	-	-	32,830	25,203
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,830	-	-	32,830	25,203
A3 Payments					
Cost of fundraising events	9,825	-	-	9,825	6,938
Insurance	153	-	-	153	140
Administrative costs	88	-	-	88	236
Accountancy	-	-	-	-	360
Grants and donations paid	28,927	-	-	28,927	10,433
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	38,993	-	-	38,993	18,107
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	38,993	-	-	38,993	18,107
Net of receipts/(payments)	- 6,163	-	-	- 6,163	7,096
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	29,901	-	-	29,901	22,805
Cash funds this year end	23,738	-	-	23,738	29,901

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	Community Account	12,396	-	-
	Premium Account	11,342	-	-
		-	-	-
	Total cash funds	23,738	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
	Stock	Unrestricted	357	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		ANNA JAMES	04-06-25
		JAMES WAKEING	04-06-25



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Hardwick & Cambourne Community Primary School PTA

On accounts for the year
ended

31 August 2024

Charity no
(if any)

1122748

Set out on pages

1-7

(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 (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:

Date:

04/06/2025

Name:

Hannah Wisbey

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

FCA – membership number 1844234

Address:

The Forge, Church Street, Woodhurst, Cambs, PE28 3BN

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.