

**Perry Hall Primary School PTA**

**Trustees' annual report and financial statements**

**for the year ended 31 August 2024**

# Perry Hall Primary School PTA

## Trustees' annual report and financial statements for the year ended 31 August 2023

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### General information

#### **Charity number**

Registered with the Charity Commission for England and Wales number 1122857

#### **Charity's principal address**

Perry Hall Primary School PTA, Perry Hall Road, Orpington, BR6 0EF

#### **Principal bankers**

NatWest, 120-122 High Street, Hornchurch, RM12 4UL

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# Perry Hall Primary School PTA

## Trustees' annual report for the year ended 31 August 2024

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The Trustees present their report on Perry Hall Primary School PTA, the "Charity", together with the financial statements of the Charity for the year ended 31 August 2024

### Objectives and activities

The Perry Hall Primary School PTA is a charity registered with the Charity Commission for England and Wales number 1122857.

Our objectives are as follows:

- to advance the education of the pupils by providing and assisting in the provision of facilities and equipment for education at the school (not normally provided by the Academy)
- to foster more extended relationships between staff, carers, pupils and others associated with the school.
- to engage in activities which support the school and advance the education of the pupils attending it.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting policy for the year.

### Achievements and performance

The Charity achieved net incoming resources of £20901 for the year (2022-23: £23470) before taking into account amounts paid and proposed during the year in respect of grants to the school for the purchase of capital items and the funding of projects amounting to £41428 (2022-23: £21350).

### Financial review

The Charity's principal source of funds is fundraising through events and activities involving the school community. The Charity has adopted a low risk strategy for investment of surplus funds which are held on deposit earning interest until they are required. The Charity has no formal reserves policy. In practice, the level of funds held by the Charity is taken into consideration when deciding on the amount available to grant to the school and the amount that will be retained as a reserve against any future shortfall in income and in order to ensure the continued ability of the Charity to meet its objectives and obligations. Reserves held at the year end amounted to £7195 (2022-23: £28524)

### Structure, governance and management

The Charity is a voluntary association governed by its constitution which was adopted on 10 January 2007. The governing body of the Charity is the Committee, which must meet at least once per school-term in order to make and execute such decisions as are necessary in implementing the objects of the Charity. Committee members are the Charity Trustees and are appointed, in accordance with the constitution, either by election from the membership at an Annual General Meeting, or co-opted by the Committee.

The Trustees who managed the affairs of the Charity during the year were as follows:

- Victoria Webb (Chair)
- Claire Rickard (Treasurer)
- Kvina Smith (Secretary)
- Amy Sui
- Rebecca Cooper
- Carol Bisley

### Statement of Trustees' responsibilities

The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charity and of the excess of income over expenditure for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ensure that the financial statements comply with applicable law and accounting standards in the United Kingdom. The Trustees have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities.

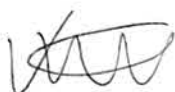
### Risk and internal control

The Trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reassurance that:

- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information is reliable; and
- the Charity complies with relevant laws and regulations.

As part of the Charity's risk management process the trustees acknowledge their responsibility for the Charity's system of internal control and reviewing its effectiveness. It is also recognised by the Trustees that such a system is designed to manage rather than eliminate the risk of failure to achieve the Charity's objectives and can only provide reasonable, not absolute, assurance against material misstatement or loss.

Approved by the Committee and signed on their behalf by:



Victoria Webb  
**Chair and Trustee**

Perry Hall Primary School PTA  
Perry Hall Road  
Orpington, BR6 0EF

Date: 6th November 2024

# Perry Hall Primary School PTA

## Statement of financial activities for the year ended 31 August 2024

	Notes	Unrestricted funds Year end 31 August 2024 £	Unrestricted funds Year end 31 August 2023 £
<b>Incoming resources</b>			
Incoming resources from generated funds:			
• Activities for generating funds		29133	29,733
<b>Total incoming resources</b>	<b>2</b>	<b>29133</b>	<b>29,733</b>
<b>Resources expended</b>			
Costs of generating funds:			
• Costs of generating voluntary income		-	-
• Costs of generating funds		(9032)	(6,263)
Grants to and purchases for the school		(41428)	(21,350)
<b>Total resources expended</b>	<b>3</b>	<b>(50460)</b>	<b>(27,613)</b>
<b>Net movement in funds</b>		<b>-21327</b>	<b>2,120</b>
Total funds brought forward		28523	26,403
<b>Total funds carried forward</b>	<b>10</b>	<b>7195</b>	<b>28,523</b>

All of the activities of the Charity are classed as continuing.

All gains and losses in the year are included above.

The accompanying notes on pages 6 to 9 form an integral part of these financial statements.

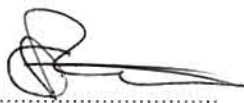
# Perry Hall Primary School PTA

## Balance sheet as at 31 August 2024

	Notes	31 August 2024 £	31 August 2023 £
<b>Current assets</b>			
Stock	7	100	100
Debtors	8	0	0
Cash at bank and in hand		7095	28,423
<b>Total current assets</b>		<b>7195</b>	<b>28,523</b>
<b>Creditors:</b> Amounts falling due within one year	9	0	0
<b>Net current assets</b>		<b>7195</b>	<b>28,523</b>
<b>Net assets</b>		<b>7195</b>	<b>28,523</b>
<b>Funds of the Charity</b>			
Unrestricted funds	10	7195	28,523
<b>Total funds</b>	11	<b>7195</b>	<b>28,523</b>

These financial statements were approved by the Committee on 6th November 2024 and signed on their behalf by:

  
Victoria Webb  
Chair

  
Claire Rickard  
Treasurer

The accompanying notes on pages 6 to 9 form an integral part of these financial statements.

## 1. Accounting policies

The principal accounting policies which have been applied in dealing with items which are considered material in relation to the Charity's financial statements are set out below. The accounting policies have been applied consistently throughout the year and the preceding year.

### a) Basis of preparation

These financial statements have been prepared on the going concern basis, under the historical cost convention and in accordance with applicable accounting standards.

### b) Cash flow statement

The Charity has taken advantage of the exemptions in Financial Reporting Standard 1 (revised 1996) from including a cash flow statement in the financial statements.

### c) Incoming resources

Revenue is recognised on a receivable basis and is reported gross of related expenditure when the Charity becomes entitled, there is certainty of receipt and monetary value can be measured with sufficient reliability.

Investment income is recognised over the period that it is earned.

### d) Resources expended

Expenditure is recognised on an accruals basis, when it is incurred by the Charity.

Irrecoverable VAT is charged to the statement of financial activities when the expenditure to which it relates is incurred and is recorded as part of that expenditure and is not separately analysed.

Governance costs include those incurred in the governance of the Charity and are primarily associated with constitutional and statutory requirements.

### e) Stock

Stocks are stated at the lower of cost and net realisable value.

## 2. Incoming resources

Incoming resources comprise:

	Year ended 31 August 2024 £	Year ended 31 August 2023 £
Fundraising income:		
• Summer fair	5,781	6,560
• Christmas fair	6,320	6,843
• Food and Garden Fair ('Peckish')	2,343	3,197
• Social events for pupils of the school	3,944	3,877
• Sale of Re-Usable Items	1,972	1,972
• Other events / Other fundraising activities	10,809	7,285
Other income	0	0
Interest on cash deposits	0	0
	<b>29,133</b>	<b>29,733</b>

Incoming resources are derived from the Charity's principal activity which was carried out wholly in the United Kingdom.

# Perry Hall Primary School PTA

## Notes to the financial statements for the year ended 31 August 2024

### 3. Resources expended

Resources expended comprise:

	Year ended 31 August 2024 £	Year ended 31 August 2023 £
<b>Costs of generating funds</b>		
Fundraising costs:		
• Summer fair	2,201	1,832
• Christmas fair	1,051	929
• Food and Garden Fair ('Peckish')	788	393
• Social events held for pupils of the school	1,377	1,485
• Other events / Other fundraising activities	3,615	1,624
Subscriptions to PTA-UK	0	0
	<b>9,032</b>	<b>6,263</b>
<b>Grants to and purchases for the school</b>		
Educational Toys/ICT Equipment	0	18,279
Silly Science	1,198	0
Pantomime/Theatre Trip	625	0
Playground equipment	28,912	2,500
Life bus	1,750	0
First Aid	2,300	0
Mental Health Champions	1,162	0
School Animals	280	571
Author/Poet Workshops	4,980	0
PA System	220	
	<b>41,428</b>	<b>21,350</b>
	<b>50,460</b>	<b>27,613</b>

### 4. Employees

The Charity relies entirely on services provided by volunteers.

### 5. Trustees' remuneration and related party transactions

Trustees neither received nor waived any emoluments during the year. Certain Trustees make donations to the Charity and/or do not reclaim out of pocket expenses.

### 6. Taxation

The Charity is a non-profit organisation and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.



# Perry Hall Primary School PTA

Notes to the financial statements for the year ended 31 August 2024

## 7. Stock

	Year ended 31 August 2024 £	Year ended 31 August 2023 £
Finished goods for use as prizes at events	-	-
Beverages	-	-
Merchandise	100	100
	<b>100</b>	<b>100</b>

## 8. Debtors

	As at 31 August 2024 £	As at 31 August 2023 £
Trade debtors	0	0
Prepaid expenses and accrued income	-	-
	<b>0</b>	<b>0</b>

## 9. Creditors

	As at 31 August 2024 £	As at 31 August 2023 £
Trade creditors	0	0
Accrued expenses and deferred income	-	-
Proposed grant to school	-	-
	<b>0</b>	<b>0</b>

## 10. Reserves

	Unrestricted funds £
As at 1 September 2023	28,523
Net incoming resources for the year	-21,327
<b>As at 31 August 2024</b>	<b>7,195</b>

# 11. Reconciliation of movement in total funds

	Year ended 31 August 2024 £	Year ended 31 August 2023 £
Net incoming resources/(resources expended) for the year	-21,327	2,120
<b>Increase/(Decrease) in total funds</b>	<b>-21,327</b>	<b>2,120</b>
Total funds brought forward	7,195	26,403
<b>Total funds carried forward</b>	<b>7,195</b>	<b>28,523</b>

# 12. Contracts and commitments

No capital expenditure had been contracted for as at 31 August 2024

# 13. Contingent liabilities

The Charity had no contingent liabilities as at 31 August 2024

# 14. Control

The Charity is not under the control of any other party.