

SUTTON VALENCE PREPARTORY SCHOOL PARENTS ASSOCIATION

England & Wales · Charity number 1126537

Details

Status Registered

Legal form Other

Registered 2008-11-03

Register [View on the Charity Commission register](#)

Contact

Address Sutton Valence Prep-School
Church Road
Chart Sutton
Maidstone
ME17 3RF

Phone 01622842117

Email enquiries@svprep.svs.org.uk

Website www.svs.org.uk

Activities

Objects: 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.

Activities: Parents Association for Sutton Valence Prep School

Classification

- **How:** Provides Other Finance
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

Geography

- **Area of benefit:** SUTTON VALENCE PREPARATORY SCHOOL
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£18,301	£15,440	-	-
2024-08-31	£30,922	£48,440	-	-
2023-08-31	£20,420	£16,358	-	-
2022-08-31	£37,087	£24,876	-	-
2021-08-31	£9,427	£10,123	-	-

Trustees

Name	Role	Appointed
Emily O'Donnell	Chair	2025-09-12
Elizabeth Jane Craig		2025-09-12
Katie Robinson		2020-01-14
Kirsty Weller		2025-09-12
Wendy Thomas		2020-01-14

Accounts



Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	09	2023		30	08	2024

Section A Reference and administration details

Charity name Sutton Valence Preparatory School Parents Association

Other names charity is known by

Registered charity number (if any) 1126537

Charity's principal address Sutton Valence Preparatory School

Church Road

Chart Sutton, Maidstone, Kent

Postcode ME17 3RF

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	Abi Eriksson-Lee	Co-Chair		
2	Gemma Cowland	Co-Chair		
3	Rhian Kemp	Treasurer		
4				
5				
6				
7				
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)	Parent Volunteers

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

Raising funds for projects between 01-09-2023 to 30-08-2024. Bringing the community of the school and surrounding area together and instilling the importance of raising funds for the benefit of the children and local charities.

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)

Return to School BBQ
MacMillan Cake Sale
Firework Display
Christmas Fair
Quiz Night
Pancake
Easter Egg Hunt
Sports Day
Summer BBQ

All profit from events are donated to the school to provide additional funds on projects to include:
Christmas gifts
Donation to year six leavers
Easter egg hunt
School adventure playground equipment
Whole school glass artwork project
Local charity donations are also made on a regular basis, charities determined by both pupils and parents.

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

All profits from events are donated to the school to provide additional funds on projects to include:

Christmas gifts, bought and presented to all pupils across all years.
Donation to year six leavers party, donated £600 towards souvenir hoodies.

Easter egg hunt, purchased all easter eggs for the hunt and coordinated the hunt.

School adventure playground equipment, funded half the cost of the new adventure playground equipment in two locations, headmasters lawn for younger children and Forest School for the older children.

Whole school glass artwork project, an external glass artist was brought in to work with all children to create several wall display pieces, displayed in the dining hall.

Section E

Financial review

Brief statement of the charity's policy on reserves

Due to having a charity summer ball every other year, next ball scheduled for 21-06-25, sales and expenses fluctuate between years. Reserves will need to be made in the following year as some expenses for the 2027 ball may fall into 2026 EOY accounts.

Details of any funds materially in deficit

None.

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.

All sources of funds are generated by the events throughout the year.

Expenditure is agreed on a monthly basis and larger projects are agreed at the AGM.

Section F

Other optional information

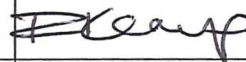
Section G

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)

Abi Eriksson-Lee / Gemma Cowland

Rhian Kemp

Position (eg Secretary, Chair, etc)

Co-Chairs

Treasurer

Date

21/03/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Sutton Valence Preparatory School Parents Association

No (if any)
1126537

Receipts and payments accounts

CC16a

For the period from	Period start date 01/09/2023	To	Period end date 30/08/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Sales - Tickets Stripe	14,838	-	-	14,838	-
Sales - General	15,132	-	-	15,132	-
Accruals EOY 30/08/2023	952	-	-	952	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	30,922	-	-	30,922	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,922	-	-	30,922	-
A3 Payments					
Gifts for Children including glass artwork	4,588	-	-	4,588	-
Charity	1,828	-	-	1,828	-
Sundaries	226	-	-	226	-
School Donation - play Equipment	23,500	-	-	23,500	-
School Social Events Cost	18,298	-	-	18,298	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	48,440	-	-	48,440	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	48,440	-	-	48,440	-
Net of receipts/(payments)	- 17,518	-	-	- 17,518	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,068	-	-	23,068	-
Cash funds this year end	5,550	-	-	5,550	-

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	Account 1	5,278	-	-
	Account 2	273	-	-
		-	-	-
	Total cash funds	5,551	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

	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



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
SUTTON VALENCE PREPARATORY SCHOOL PARENTS
ASSOCIATION

On accounts for the year ended

31/08/2024

Charity no (if any)

1126537

Set out on pages

(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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]].~~ Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

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

Signed:

Date:

28/02/25

Name:

SINEAD AINSWORTH

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

CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS
(ASSOCIATE)

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

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Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2021 Period start date To 31/08/2022 Period end date

Charity name: Sutton Valence Preparatory School Parents Association

Charity registration number: 1126537

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Raising funds for projects to be undertaken at the school. Bring the community of the school and surrounding area together and instilling the importance of the benefit of the children and local charities.
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	Fund raising events include: MacMillian Fireworks/Guy making Santa Dash Xmas 4 School (cards) Murder Mystery Quiz Jubilee Picnic Summer Ball All profit events are either donated to chosen charity or the school to provide additional funds on projects to include: Gifts for Children Pancake Day Easter Egg Hunt Jubilee Present Donation to year 6 leaver Long term play equipment fund
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
	Para 1.38	

Policy on social investment including program related investment		
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	Fundraising for future play equipment (ongoing). As per main activities, funds used for gifts and events for children particularly for and during the pandemic to bring the community together. Raising funds for other local charities to benefit the wider community.

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	Funds have increased due to the timing of the summer ball, which had been delayed due to covid and is held bi-annually.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The target is to raise money for play equipment, and this has taken more than one year.
Amount of reserves held	Para 1.22	£19,006
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	None

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	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	Parents Volunteers

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	Sutton Valence Preparatory School Parents Association
Other name the charity uses	
Registered charity number	1126537
Charity's principal address	Sutton Valence Prep School Church Road Maidstone Kent ME17 3RF

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	Bruce Easter	Chair		
2	Wendy Thomas	Vice Chair		
3	Emma Martin	Treasurer		
4	Katie Robinson	Secretary		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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

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)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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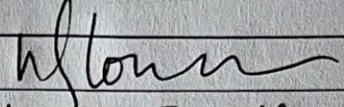
Other optional information

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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)	EMMA MARTIN	WENDY THOMAS
Position (eg Secretary, Chair, etc)	TREASURER	CHAIRMAN

Date 15/5/23.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

No (if any)

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/09/2021		31/08/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fireworks	6,808	-	-	6,808	-
MacMillan	1,003	-	-	1,003	-
Xmas Events	696	-	-	696	-
Subscription Fees	150	-	-	150	-
Murder Mystery Fundraiser	2,420	-	-	2,420	-
Quiz	1,138	-	-	1,138	-
Jubilee Picnic	3,734	-	-	3,734	-
Summer Ball	18,383	-	-	18,383	-
Collections	2,255	-	-	2,255	-
End of Year	500	-	-	500	-
	-	-	-	-	-
Sub total (Gross income for AR)	37,087	-	-	37,087	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	37,087	-	-	37,087	-
A3 Payments					
Fireworks	5,944	-	-	5,944	-
MacMillan	1,022	-	-	1,022	-
Xmas Events	978	-	-	978	-
Subscription Fees	201	-	-	201	-
Easter	257	-	-	257	-
Pancake Day	64	-	-	64	-
Items for Children	933	-	-	933	-
Murder Mystery Fundraiser	1,633	-	-	1,633	-
Quiz	225	-	-	225	-
Jubilee Picnic	1,686	-	-	1,686	-
Summer Ball	9,710	-	-	9,710	-
Collections	2,223	-	-	2,223	-
	-	-	-	-	-
Sub total	24,876	-	-	24,876	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	24,876	-	-	24,876	-
Net of receipts/(payments)	12,211	-	-	12,211	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,295	-	-	7,295	-
Cash funds this year end	19,506	-	-	19,506	-

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	Account 1			
	Account 2	18,740	-	-
		266	-	-
		-	-	-
	Total cash funds	19,006	-	-

(agree balances with receipts and payments account(s))

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)
		-	-
		-	-
		-	-
		-	-
		-	-

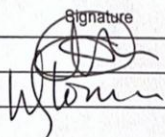
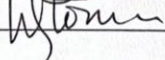
B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

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
 	EMMA MARTIN WENDY THOMAS	23/6/23 23/6/23



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

Sutton Valence Preparatory School Parents Association

On accounts for the year
ended

31/08/2022

Charity no
(if any)

1126537

Set out on pages

(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 00/00/0000.

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").

Independent
examiner's statement

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.

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:

23/6/2023

Name:

SINEAD AINSWORTH

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

ACMA

ASSOCIATE CHARTERED MANAGEMENT ACCOUNTANT

Address:

SOUTH BELLINGHAM BARN

SOUTH LANE

SUTTON VALENCE ME17 3SD

Section B

Disclosure

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.