



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

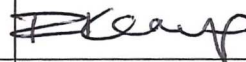
Section G

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
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	



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:

SINEAD

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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