

Trustees' Annual Report for the period

		Period start date				Period end date	
From	01	July	2022	To	30	June	2023

Section A Reference and administration details

Charity name

Hurlingham School PTA

Other names charity is known by

N/A

Registered charity number (if any)

1128237

Charity's principal address

Hurlingham School

122 Putney Bridge Road

London

SW15 2NQ

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	Christopher Kraft	Chair		
2	Emma Parmer	Deputy Chair		
3	Douglas Hall	Treasurer		
4				
5				
6				
7				
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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
N/A	

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)	Parent Teacher Association (PTA) – unincorporated association
Trustee selection methods (eg. appointed by, elected by)	The PTA is run by a small executive committee. This committee is responsible for selecting trustees of the charity from those willing to become trustees. At the start of the academic year, the committee reviews whether any change in trustee is necessary.

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

The charity has three main objectives:

1. To bring parents and staff together through informal social activities, to support the development of the school and help introduce new families.
2. To raise money for the school and provide additional equipment, facilities or other educational items and services that would not be

available from normal sources of funding. In addition, the PTA may, from time to time, provide educational help to parents through funding talks from professional groups on child welfare.

3. To raise money to support the designated school charities throughout the year and other third-party charities which the PTA feels are appropriate to the further education of parents, teachers and children within the school.

In planning our activities for the year, we have had regard to the Charity Commission's guidance on public benefit.

The charity seeks to benefit two sections of the community within southwest London where the school is situated. The first is the parents and wider families of all children within the school and the second is the local community more widely, as well as any national or international causes that particularly highlight problems for children less fortunate than those who attend the school.

Our aim for the school community is to ensure that every family can benefit from the social activities that we provide and from the donations of equipment that we make to the school. We believe that through social activities we provide a way for parents, teachers, and children to develop important social networks for mutual support and we encourage the community to work together for mutual benefit and the benefit of others.

We are always mindful of the need to ensure any equipment provided to the school should enhance the learning and opportunities for all pupils and all families.

We believe it is critical for the PTA to support other charities and to demonstrate, particularly to children in the school community, the importance of giving to those less fortunate than themselves. Each year, the PTA asks parents to nominate charities that have relevance to them to provide a basis to determine which charities the PTA supports on a two-year basis. This year the charities supported by the PTA were The Ruth Strauss Foundation, Spread the Happiness, and Mind.org.

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)

Additional details of objectives and activities (Optional Information)

The PTA is extremely grateful to all the volunteers who help to make the PTA and its events successful, giving their time for free and working very hard, with great energy, to benefit the school and wider community.

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

Key events

As covid restrictions eased throughout the 2022/2023 academic year it was good to see the PTA resume the typical key fundraising events (Christmas Fair, Quiz Night and Spring Party).

The PTA repeated a BBQ for final year parents. Less focused on fundraising, the event was aimed at bringing final year parents together one more time before some of them would leave the school community.

For the second year running the PTA funded a school fair in the final term for all the children following the success of the event in 21/22.

Uniform sales

Three second hand uniform sales were organised by the PTA with the PTA taking an administrative fee as part of its fundraising activities. This included a targeted sale for new parents who joined the school mid-year due to the closure of a school in the local area.

Other fund-raising initiatives

Throughout the year, the PTA continued to raise money via easyfundraising, the charity shopping fundraising site.

In addition to easyfunding, the PTA trialled AmazonSmile with a limited number of parents. The trial was successful, and the PTA planned to continue with AmazonSmile and actively promote it to parents as an easy way to raise funds. Sadly, Amazon retired Smile earlier in the year so this source of funding will not continue into next year.

Fundraising, costs and donations

This year the PTA raise an incredible amount. The total gross funds raised during the year were £48,343 (2022: £40,181).

The PTA is grateful to all PTA members and the wider school community who contributed to one of the PTA's most successful years to date.

Total event costs = £17,884 (2022: £17,721)

In addition to event costs the PTA total outgoings included the following:

1. Qualifying payments (50% of sale price) to parents for items sold at uniform sale = £2,012 (2022: £2,658)
2. Donations to our chosen charities
 - Ruth Strauss Foundation = £2,000
 - Spread the happiness = £2,000
 - Turkey appeal = £116.51
 - Mind.org = £1,086
3. Donations to the school = £19,486. Summary of main donations:
 - Contribution to new school library = £12k
 - Purchase of eco house point token system = £2,227
 - Two TV screens = £1,150
 - Year 6 leavers hats = £600
 - School fun day = £2,917

Total PTA outgoings = £45,521

Financial performance of key events

The highlights of this year were as follows:

The three PTA's second-hand uniform sales generated £14,410 and resulted in qualifying payments to parents of £2,012.

Christmas fair raised £12,925.

Quiz night raised £11,387. This is a record for this event.

Spring Party raised £5,350.

Year six BBQ raised £2,432.

Thanks to the parents and staff using easyfundraising during their internet shopping, we raised £199 through this channel.

Amazon Smile which even with a limited number of trialists it still raised £465. Sadly, Amazon retired Smile earlier in the year so this source of funding will not continue into next year.

Section E**Financial review****Brief statement of the charity's policy on reserves**

It is the PTA's policy to maintain sufficient unrestricted funds to cover cashflow requirements and any emergency requirements that may arise from time to time.

The closing balance at the end of the year was £20,831 which is in line with this policy.

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.

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)

Christopher Kraft

Position (eg Secretary, Chair, etc)

Chair

Date

1/8/23



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
HURLINGHAM SCHOOL PTA

On accounts for the year
ended

30 JUNE 2023

Charity no
(if any)

1128237

Set out on pages

2 AND 3

(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 30/06/2023.

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

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.

Signed:

Date:

02/08/2023

Name:

ALASTAIR TAYLOR FCA

Relevant professional
qualification(s) or body :

CHARTERED ACCOUNTANT (ICAEW)

Address:

CHICKSAND GORDON AVIS LTD

12 NORTHFIELDS PROSPECT, PUTNEY BRIDGE ROAD

LONDON SW18 1PE



Receipts and payments accounts

CC16a

For the period
from

Period start date
1st July 2022

To

Period end date
30th June 2023

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					
Fundraising activities	-	-	-	-	-
SumUp payments (SU)	36,704	-	-	36,704	29,696
Cash (CB)	1,373	-	-	1,373	-
Bank transfers (CF, US, BBQ, QZ)	9,123	-	-	9,123	9,917
Easyfundraising (EF)	199	-	-	199	206
Amazon Smile (AS)	465	-	-	465	145
Misc donations (MD)	500	-	-	500	217
	-	-	-	-	-
Sub total (Gross income for AR)	48,363	-	-	48,363	40,181
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	48,363	-	-	48,363	40,181
A3 Payments					
Event costs	17,884	-	-	17,884	17,721
Uniform sale payments to parents (US)	2,012	-	-	2,012	2,658
Other costs (OC)	460	-	-	460	1,201
Admin costs (AC)	478	-	-	478	510
Charity donations (CD)	5,203	-	-	5,203	6,170
School donations (SD)	19,486	-	-	19,486	440
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	45,521	-	-	45,521	28,700
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	45,521	-	-	45,521	28,700
Net of receipts/(payments)	2,842	-	-	2,842	11,480
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	17,989	-	-	17,989	6,509
Cash funds this year end	20,831	-	-	20,831	17,989

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 in the bank	20,831	-	-
		-	-	-
		-	-	-
	Total cash funds	20,831	-	-

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

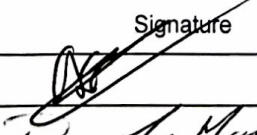
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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
	Christopher Kraft	21/8/23
	Douglas Hall	21/8/23