

Trustees' Annual Report for the period							
		Period start date			Period end date		
From	01	July	2023	To	30	June	2024

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	Lisa Bouchier	Chair		Trustees (inc prev chair)
2	Emma Parmer	Deputy Chair		
3	Douglas Hall	Treasurer		

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
N/A		

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

N/A

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.

None

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.

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)

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 main charities supported by the PTA were Ruth Strauss Foundation and Spread the Happiness. The PTA also made donations to the British Ukrainian aid and Local foodbank.

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.

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.

Summary of the main achievements of the charity during the year

Key events

The PTA continued its typical key fundraising events (Second hand uniform sales, Christmas Fair, Quiz Night and Spring Party).

Less focused on fundraising, the PTA repeated the BBQ for final year parents and a new staff vs parents cricket event. These events are aimed at bringing parents and staff together. The final year parent BBQ is specifically aimed at providing parents and staff one more event before some of them leave the school community.

For the third year running the PTA funded a school fair in the final term for all the children following the success of the event in the previous two years.

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.

Other fund-raising initiatives

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

Fundraising, costs and donations

This year the PTA raised an incredible amount. The total gross funds raised during the year were £40,320 (22/23: £48,363).

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 = £16,510 (22/23: £17,884)

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 = £155 (22/23: £2,012)
2. Donations to our chosen charities
 - Ruth Strauss Foundation = £2,000
 - Spread the happiness = £2,100 (inc £100 admin fee)
 - British Ukrainian aid = £272
 - Local foodbank = £763
3. Donations to the school = £19,486. Summary of main donations:
 - TV stand = £73
 - Two 3D printers = £1,498
 - PA system donation = £558
 - Two branded Gazebos = £2,995
 - Year 6 leavers hoodies = £1,235
 - School fun day = £2,575

Total PTA outgoings = £36,521 (22/23: £45,521)

Financial performance of key events

The highlights of this year were as follows:

The three PTA's second-hand uniform sales were down on the previous

Section D	Achievements and performance
	year and generated £6,816 (22/23: £14,410). Christmas fair raised £12,740 (22/23: £12,925). Quiz night raised £11,710 (22/23: £11,387). This is again a record for this event. Spring Party raised £5,885 (22/23: £5,350). Year six BBQ raised £1,797 (22/23: £2,432). Staff vs Parent cricket match: £294 (new event) Thanks to the parents and staff using easyfundraising during their internet shopping, we raised £25 through this channel.

Section E	Financial review
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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 £24,630 (22/23: £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.	None
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Section F	Other optional information
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None

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)	Lisa Bouchier	
Position (eg Secretary, Chair, etc)	Chair	
Date	18/09/2024	



Section A

Independent Examiner's Report

Report to the trustees

HURLINGHAM SCHOOL PTA

On accounts for the year
ended

30 JUNE 2024

Charity no
(if any)

1128237

Set out on pages

2 AND 3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/06/2024**.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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:

08/10/2024

Name:

ALASTAIR TAYLOR FCA

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

FELLOW OF THE INSTITUTE OF CHARTERED ACCOUNTANTS OF
ENGLAND AND WALES

Address:

CHICKSAND GORDON AVIS LTD

12 NORTHFIELDS PROSPECT, PUTNEY BRIDGE ROAD

LONDON SW18 1PE



CHARITY COMMISSION
FOR ENGLAND AND WALES

Hurlingham School PTA

Receipts and payments accounts

CC16a

For the period from

1st July 2023

To

30th June 2024

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)	32,009	-	-	32,009	36,704
Cash (CB)	778	-	-	778	1,373
Bank transfers (CF, US, BBQ, QZ)	7,359	-	-	7,359	9,123
Easyfundraising (EF)	50	-	-	50	199
Amazon Smile (AS)	-	-	-	-	465
Misc donations / bank interest payments (MD)	123	-	-	123	500
	-	-	-	-	-
Sub total (Gross income for AR)	40,320	-	-	40,320	48,363
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	40,320	-	-	40,320	48,363
A3 Payments					
Event costs	16,510	-	-	16,510	17,884
Uniform sale payments to parents (US)	155	-	-	155	2,012
Other costs (OC)	2,225	-	-	2,225	460
Admin costs (AC)	513	-	-	513	478
Charity donations (CD)	5,135	-	-	5,135	5,203
School donations (SD)	11,983	-	-	11,983	19,486
	-	-	-	-	-
	-	-	-	-	-
Sub total	36,521	-	-	36,521	45,521
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	36,521	-	-	36,521	45,521
Net of receipts/(payments)	3,799	-	-	3,799	2,842
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,831	-	-	20,831	17,989
Cash funds this year end	24,630	-	-	24,630	20,831

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	24,630	-	-
		-	-	-
		-	-	-
	Total cash funds	24,630	-	-
	account(s)			
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £

B2 Other monetary assets

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
	Lisa Bouchier	
	Douglas Hall	