



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 September 2023 To 31 August 2024

Charity name: Christ Church School Parent Staff Association

Charity registration number: 1128446

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The PSA's main objective and focus for the financial year were as per the Charity Constitution: • To engage in activities and to provide equipment which supports the school, advances educational programmes and enriches the school experience of the pupils. • To organise and hold events to raise funds to meet the above objective. • To build and to enhance relationships between staff, parents/carers and the local community.
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	The main activities of the period – and funds raised - were: • Christmas Fair £26,575. • Summer Fair £7,292. • Quiz Night 1,888.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	By meeting the statutory objectives as outlined through the activities in this report, the trustees confirm they have had due regard to the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable

Contribution made by volunteers	Para 1.38	Not applicable
Other		Not applicable

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	The funds raised by the PSA were spent on enrichment opportunities for the pupils of Christ Church Primary School. Fund spending in this period: • Library refurbishment - £ 20,377 • EYFS playground - £ 20,000 • Garden improvements - £2,369

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		-

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Closing balance: £47,490
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Not applicable
Amount of reserves held	Para 1.22	Nil
Reasons for holding zero reserves	Para 1.22	The charity bank account still maintains a large balance. Reserves were not deemed necessary.
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable

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		A fundamental aim of the Charity is to encourage as many parents as possible to become involved in the PSA fundraising events and activities throughout the year. We understand that not all parents will want to join or have the time available to attend meetings. There are, however, many other ways that parents can contribute to the school, e.g. by becoming a class representative, attending fundraising events, and helping at events.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The charity is governed by the 'Constitution Document' (which is based on the Model Constitution as produced by the National Confederation Parent Teacher Association, England and Wales) and the 'Trustee's Declarations' as signed on 25th February 2009.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Registered charity.
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	Nominations for election to the Committee may be made by any member, seconded by another and must have the consent of the nominee.

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	Not applicable
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Not applicable
Relationship with any related parties	Para 1.51	Not applicable
Other		Not applicable

Reference and Administrative details

Charity name	Christ Church School Parent Staff Association
Other name the charity uses	-
Registered charity number	1128446
Charity's principal address	Christ Church Primary School, Pine Gardens, Surbiton KT5 8L

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	Charlotte Townsend	Secretary	18 October 2024	
2	Brooke Desai	Trustee	18 October 2024	
3	Michelle Hazel Roberts	Chair	18 October 2024	
4	Federico Brignolo Ottolini	Treasurer	18 October 2024	
5				

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

Director name		
Not applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Not applicable		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

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)

-

Exemptions from disclosure

Reason for non-disclosure of key personnel details

-

Other optional information

-

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)	Michelle Hazel Roberts
Position (eg Secretary, Chair, etc)	Chair
Date	30 Jun 2025

Signature(s)	
Full name(s)	
Position (eg Secretary, Chair, etc)	
Date	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Christ Church School Parent Staff Association

1128446

Receipts and payments accounts

CC16a

For the period
from

01/09/2023

To

31/08/2024

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					
Christmas Fair	26,575	-	-	26,575	-
Summer Fair	7,292	-	-	7,292	-
Library refurbishment	2,185	-	-	2,185	-
quiz night	1,888	-	-	1,888	-
Bingo	1,249	-	-	1,249	-
Other	4,940	-	-	4,940	-
	-	-	-	-	-
Sub total (Gross income for AR)	44,129	-	-	44,129	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,129	-	-	44,129	-
A3 Payments					
Payments to Christ Church School	40,377	-	-	40,377	-
PSA Expenses and other costs	13,311	-	-	13,311	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	53,688	-	-	53,688	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	53,688	-	-	53,688	-
Net of receipts/(payments)	- 9,559	-	-	- 9,559	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	57,049	-	-	57,049	-
Cash funds this year end	47,490	-	-	47,490	-

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	Community Account	47,490	-	-
		-	-	-

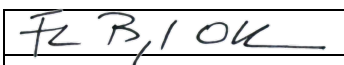
	-	-	-
Total cash funds	47,490	-	-
(agree balances with receipts and payments account(s))	OK	OK	OK

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

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			
		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	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
		Federico Brignolo Ottolini	30-Jun-25



Section A

Independent Examiner's Report

Report to the trustees/
members of

Christ Church School Parent Staff Association

On accounts for the year
ended

31st August 2024

Charity no
(if any)

1128446

Set out on pages 1-6 of AGM

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

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:

THarper

Date: 27 June 2025

Name: Thomas Harper

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

ICAEW Chartered Accountant
Membership #1448555

Address:

222 Raeburn Avenue, Surbiton, Surrey. KT5 9EE