

**Holmesdale School
Parents and Staff Association**

**Report and Accounts
for the Year ended 31 August 2020**

Charity registration number: 1131038

Holmesdale School Parents and Staff Association

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Holmesdale School Parents and Staff Association

Report of the Executive Committee for the year ended 31 August 2020

Reference and administration details

Charity registration number: 1131038

Principal address

Holmesdale Community Infant School, Alma Road, Reigate, Surrey, RH2 0BY

Executive committee

<i>Name</i>	<i>Office</i>	<i>Dates in office if not whole year</i>
Sharon Mullarkey	Committee Member	Appointed 17 Sep 2019
Kate Young	Chair	Appointed 7 June 2019
Charlotte Barry	Vice-Chair	Appointed 16 June 2020
Abigail Curd	Treasurer	Appointed 16 June 2020
Rebecca Cahill	Vice-Treasurer	Appointed 16 June 2020
Mark Eshelby	Co-Secretary	Appointed 7 June 2019
Victoria Buckley	Co-Secretary	Appointed 7 June 2019
Sophia Oliver	Co-Chair	Appointed 7 June 2019- 31 Dec 2019
Mary Kirkup	Co-Vice Chair	Appointed 7 June 2019- 31 Aug 2020
Sam Snow	Co-Vice Chair	Appointed 7 June 2019- 31 Aug 2020
Dhruti McCrae	Treasurer	Appointed 8 June 2018- 31 Aug 2020
Abigail Curd	Vice-Treasurer	Appointed 8 June 2018- 31 Aug 2020

All members of the Executive committee are trustees to the charity.

Independent examiner: Paul Copeman, ACMA

Bankers: HSBC 18 High Street, Reigate, Surrey, RH2 9AY

Structure Governance and Management

The Association is governed under a constitution that was adopted on 23 April 2008. The power to appoint the Trustees lies with the members of the Holmesdale School Parents and Staff Association.

Objectives and activities

The object of the Association is 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.

As a result of COVID-19 the only event that took place this year was the Christmas Fair. The quiz night, mother's day presents sale and disco were all organised but had to be cancelled due to isolation rules. The kind generosity of parents at Holmesdale meant much of the ticket money accumulated from these events was donated. There were also funds generated from the PSA Shop, Corporate sponsorships, Tuck and Cakes sales and a few other Christmas related events (Christmas tree sales, Christmas cards sales, Wreath making night and Panto ticket sales),

Achievements and performance

During the year the Association raised a total of £19,307 which can be summarised as follows:

	£
Major Events	9,150
Christmas Fair	9,150
Summer Fair	-
Spring Soiree	-
Other Events	1,777
Other Activities	10,621
PSA Shop & Tuck Shop	5,081
Other activities	5,541
Other income/expense	539
PSA funded events/expenses	(194)
PSA expenses	(2,588)
TOTALS	19,307

The Christmas fair was the only 'big' event possible this year and it was very successful. The amount of smaller events and donations has meant there was still a significant amount raised for the year. PSA expenses were larger than usual as a result of the one off purchase costs for re-usable cups and a new notice board. The cups are aimed to aid with our eco-friendly ethos at events. The notice board was becoming a hazard to users and parents and therefore became a requirement to replace.

During the year the Association applied funds of £17,952 for the benefit of Holmesdale Community Infant School and its pupils as follows:

Curriculum Resources	10,000
Pond Refurb	3,977
Clarion Calls	1,340
Class Resources	938
Marvellous Me	599
Eco Club	416
Food Bank Donation	200
Other	482
TOTALS	17,952

Financial review

The Association holds cash funds at the end of the year of £25,199 all of which are unrestricted funds. These funds are held in order to support the activities of the Association and in order to donate equipment and funds to Holmesdale Community Infant School.

At the year end the PSA held stocks of uniform in the PSA shop for sale in 2020/21.

Reserves policy

To ensure adequate reserves the PSA will not commit to items of greater value than the cash book balance adjusted for existing commitments and spending.

Declaration

The members of the Executive Committee declare that they have approved this report

Signed on behalf of the Executive Committee

Signed



Full name

ABIGAIL CURD

Position

TREASURER

Date

23/06/21

Independent Examiner's Report to the trustees of Holmesdale School Parents and Staff Association

I report on the accounts of Holmesdale School Parents and Staff Association on the accounts for the year ended 31 August 2020 set out on pages 7 and 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matter set on the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention;

1. Which gives me reasonable cause to believe that in any material respect the requirements;
 - to keep accounting records in accordance with section 130 of the 2011 Act;
 - and
 - to prepare accounts which accord to the accounting records and comply with the accounting requirements of the 2011 Acthave not been met.
2. To which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached

Name and Qualification:

PAUL COPEMAN ACHA

Address:

23 GLOVERS ROAD, REIGATE, SURREY RH2 7LA

Date:

24/6/21

Holmesdale School Parents and Staff Association
Report and accounts for the year ended 31 August 2020

	Unrestricted Funds					
	Year to 31 August		Year to 31 August		Year to 31 August	
	2020		2019		2018	
	£	£	£	£	£	£
Receipts						
Christmas Fair	10,848		10,177		9,565	
Summer Fair	0		7,010		6,660	
Spring Soiree	0		6,633			
Quiz	1,473		1,124		1,098	
Children Disco	1,040		1,915		1,416	
Toy Sale	0		0		0	
Bingo	0		0		0	
Pantomime	1,669		1,026		1,457	
Wine Tasting	0		0		663	
Mothers Day Sale	57		401		369	
PSA Shop	9,155		11,304		10,892	
Cake Sale	685		849		859	
Christmas Cards	593		611		3,171	
Website Sponsor	2,100		528		455	
Notice Board	4		8		10	
Christmas Puddings	402		482		671	
Christmas Wreath Making	823		478		575	
Christmas Trees	1,195		1,546			
Year 2 Leavers DVD & T-Shirts	1,102		1,012		1,357	
Year 2 Sailing	2,502		2,160		2,160	
Commission	190		434		135	
Action Stations	0		0		67	
Home Schooling T-Shirts	588					
Other activities	539		3,117		293	
		34,965		50,812		41,871
Payments						
Christmas Fair	1,698		1,339		2,516	
Summer Fair	0		1,612		940	
Spring Soiree	0		1,596			
Quiz	525		323		324	
Children Disco	455		603		586	
Toy Sale	0		0		0	
Bingo	0		0		0	
Pantomime	1,321		624		1,298	
Wine Tasting	0		21		476	
Mothers Day Sale	161		0		260	
PSA Shop	4,074		6,784		8,635	
Christmas Cards	0		0		2,505	
Notice Board	0		0		30	
Christmas Puddings	282		283		491	
Christmas Wreath Making	397		252		276	
Christmas Trees	878		1,213			
Year 2 Leavers DVD & T-Shirts	586		612		768	
Year 2 Sailing	2,500		2,160		2,160	
Action Stations	0		0		0	
Home Schooling T-Shirts	0					
Other	0		183			
PSA Funded Events	194		176		835	
PSA Expenses	2,588		767		727	
		15,659		18,547		22,826
Net receipts on activities		19,307		32,265		19,045
Donations to Holmesdale School		17,952		18,460		31,560
Net receipts for the year/period		1,355		13,805		-12,515
Cash funds at 1 September		23,844		10,039		22,553
Cash funds at 31 August		25,199		23,844		10,039
		2020		2019		2018
		£		£		£
Cash funds						
Current Account		25,199		24,202		10,203
Less: Unpresented Cheques		0		-358		-164
		25,199		23,844		10,039