

Holmesdale School
Parents and Staff Association

Report and Accounts
for the Year ended 31 August 2024

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 2024

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	Co-Chair	Appointed 7 June 2019
Rachael Brett	Co-Chair	Appointed 19th May 2021
Stuart McKay	Treasurer	Appointed 29th September 2022
Oli Williams	Vice-Treasurer	Appointed 29th September 2022
Eugenie Denise	Secretary	Appointed 29th September 2022

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

Independent examiner: Stuart Edwards

Bankers: HSBC 54 High Street, Epsom, Surrey, KT19 8DS

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.

The PSA Committee continued a successful fundraising agenda with a continuation of regular annual events including the Christmas and Summer fairs. Other events included childrens' discos, a pantomime, Mothers' and Fathers' Day sales, quiz nights, wine tasting night, Spring Soiree and the Year 2 sailing event.

There were also funds generated from the PSA shop and corporate sponsorships.

Achievements and performance

During the year the Association raised a total of £22,297.92 which can be summarised as follows:

Details	Income	Profit
Christmas Fair	£ 7,471.27	£ 4,881.10
Sponsorship	£ 4,820.00	£ 4,820.00
Spring Soiree	£ 5,604.03	£ 4,336.92
Summer Fair	£ 5,122.27	£ 2,649.41
PSA Shop	£ 7,676.16	£ 2,439.37
Quiz	£ 3,222.06	£ 1,725.32
Disco	£ 1,735.19	£ 1,141.70
Cake Sales	£ 914.13	£ 914.13
Wreath Making	£ 2,120.00	£ 497.00
Wine Tasting	£ 873.43	£ 278.43
Fund-Raising	£ 272.49	£ 272.49
Year 2 Sailing	£ 1,974.11	£ 262.92
Pantomime	£ 1,108.00	£ 196.00
Other Activities & Expenses	£ 2,149.35	£ (2,116.87)
TOTAL	£ 45,062.49	£ 22,297.92

During the year the Association applied funds of £18,676 for the benefit of Holmesdale Community Infant School and its pupils as follows. This includes further contributions made to classes who requested funding for resources, which totalled £1,028.64.

Donations to school	£18,676
Playground furniture & sheds	£ 4,999.59
Twinkl subs	£ 1,423.50
Discovery/Espresso	£ 2,793.00

Maths tools - Rekenrek	£ 1,435.92
Music room - Djembe drums	£ 800.00
EYFS outdoor equipment upgrade	£ 2,827.74
Staff £125 allocation	£ 1,028.64
Library Funds & Eco Club	£ 367.35
Extra books / incl Dual Language	£ 3,000.00

Financial review

The Association holds cash funds at the end of the year of £40,742.00 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 2024/25.

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: Stuart McKay_____

Full name: Stuart McKay_____

Position: Treasurer_____

Date: 31/12/2024_____

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 2024 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 Act

have 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: Stuart Edwards (demonstrable experience of financial management which is suitable for cash accounting where income is less than £250k.

Address: 2 Alders Road, Reigate, Surrey RH2 0ED

Date: 31st December 2024

Holmesdale School Parents and Staff Association
Report and accounts for the year ended 31 August 2024

	Unrestricted Funds					
	Year to 31 August		Year to 31 August		Year to 31 August	
	2024		2023		2022	
	£	£	£	£	£	£
Receipts						
Christmas Fair	7,471		8,146		0	
Winter Walk	0		0		6,123	
Summer Fair	5,122		6,224		9,752	
Jubilee Challenge	0		302		742	
Fund Raisin	0		0		144	
Spring Soiree	5,604		7,283		0	
Quiz	3,222		2,049		0	
Disco	1,735		2,758		3,202	
Pantomime	1,108		2,712		2,874	
Wine Tasting	873		0		0	
Mothers' Day	337		470		422	
Fathers' Day Sale	320		75		907	
PSA Shop	7,676		9,280		10,165	
Year 1 Cake Sale	716		184		156	
Christmas Cards	0		436		524	
Sponsorship	4,820		4,990		3,215	
Ice Lollies	295		0		0	
Kings Coronation	111		0		0	
Wreath Making	2,120		1,480		0	
Christmas Trees	0		1,025		1,489	
Leavers T-Shirts	790		1,020		1,057	
Year 2 Sailing	1,974		2,500		1,858	
Commission	0		0		200	
Walk to Lapland	0		0		576	
Plant Sale	64		0		0	
Reception Cake Sale	198		0		0	
Fund-Raising	272		639		0	
Parent Donations	232		53		130	
		45,062		51,628		43,537
Payments						
Christmas Fair	2,590		3,226		0	
Winter Walk	0		0		2,622	
Summer Fair	2,473		2,917		2,871	
Fund-Raising	0		0		30	
Spring Soiree	1,267		1,272		0	
Easter Eggs	100		163		134	
Quiz	1,497		912		0	
Disco	593		1,083		1,353	
Pantomime	912		1,980		2,141	
Wine Tasting	595		0		0	
Mothers' Day	103		330		0	
Fathers' Day Sale	70		0		297	
PSA Shop	5,237		7,466		9,280	
Christmas Cards	0		0		21	
Wreath Making	1,623		1,200		0	
Christmas Trees	0		1,009		1,200	
Leavers T-Shirts	682		784		792	
Year 2 Sailing	1,711		2,464		2,400	
Ice Lollies	30		0		0	
Leavers Show	500		0		0	
Insurance	153		140		0	
New parents social	223		213		169	
Bank charges	72		167		62	
PSA Website	0		360		360	
PSA Expenses	1,565		568		473	
		21,997		26,254		24,204

Net receipts on activities	23,066	25,374	19,333
Donations to Holmesdale School (incl. £100 per class)	18,676	19,450	19,604
Net receipts for the year/period	4,390	5,924	-271
Cash funds at 1 September	36,352	30,428	30,699
Cash funds at 31 August	40,742	36,352	30,428
	2024	2023	2022
Cash funds	£	£	£
Current Account	40,742	36,352	30,428
Less: Unpresented Cheques	0	0	0
	40,742	36,352	30,428