

Trustees' Annual Report - St Peter's School Parent Staff Association

1. Reference and Administrative Details

Charity Name: St Peter's School Parent Staff Association

Charity Number: 1139130

Address: St. Peters School, Cottonmill Lane, St. Albans, AL1 1HL

Email: admin@stpeters.herts.sch.uk

Phone: 01727 853075

Trustees: Dan Knightley (Chair), Gillian Masterton, Gyula Lestyan, Ruth Davis, Jane Batchelor, Michelle Knightley, Natalie Berry, Susan Fairgrieve

2. Structure, Governance and Management

The PSA is an unincorporated association governed by a constitution adopted on 10 June 2010. Trustees are elected annually at the AGM.

3. Objectives and Activities

The object of the Association is to advance the education of the 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

This is achieved through various activities through the year, including (but not limited to) fairs, discos, social evenings, raffles, lottery, uniform sales and cake sales.

4. Public Benefit Statement

Trustees confirm compliance with public benefit guidance. Activities support children and community cohesion.

5. Achievements and Performance

Total income for year ending 31 August 2025 was £34,904.59 and expenditure £40,563.54.

The lottery continued to grow, raising c.£2,000 during the period. Donations received (via sponsored event and otherwise) totaled c.£4,000. Major events included the summer and winter fair, raising c.£10,000 combined, sales of second hand uniform, and the annual school disco.

Material expenditure during the year included funding an outdoor classroom in the school grounds (at a cost of £28,000).

6. Financial Review

Income: £34,904.59; Expenditure: £40,563.54. Reserves held to support ongoing activities.

7. Plans for Future Periods

Plans include further fundraising events.

Future fundraising targets include provision of a new audio system for the school hall and replacement of interactive whiteboards in classrooms.

8. Approval

Approved by the trustees on 22 May 2026 and signed on their behalf by:

Signature: Dan Knightley

Name: Daniel Knightley

Position: Chair of Trustees

Date: 3/6/2026

ST PETER'S SCHOOL PSA
ACCOUNTS TO 31 AUGUST 2025
BALANCE SHEET

At
31 August 2025
£

Assets

Cash at bank	15,639.82
Cash floats	1,284.88
Deferred expense	0.00
Accrued Income	1,196.87

18,121.57

Liabilities

Accrued expense	(396.75)
-----------------	----------

(396.75)

Net Assets

17,724.82

Reserves	17,724.82
Retained surplus/(deficit)	0.00

17,724.82

**ST PETER'S SCHOOL PSA
YEAR TO 31 AUGUST 2025
INCOME AND EXPENDITURE ACCOUNT**

	2025
	£
Income	
Events	28,297.05
Commission	37.65
Lottery	1,991.26
Donations	3,838.63
Gift Aid	740.00
	<hr/>
	34,904.59
	<hr/>
Expenditure	
Events costs	11,603.62
Charity running costs	162.00
	<hr/>
	11,765.62
	<hr/>
Net Income for year before school funding	23,138.97
School Funding	(28,797.92)
	<hr/>
Net Income / (Expenditure)	(5,658.95)
	<hr/>

Independent Examiner's Report to the Trustees of St Peter's School Parent Staff Association

I report to the trustees on my examination of the accounts of St Peter's School Parent Staff Association (the charity) for the year ended 31 August 2025.

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 charity's accounts carried out under section 145 of the Act. In carrying out my examination I have followed the 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 matters have come to my attention in connection with the examination giving me cause to believe:

- 1. that accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2. that the accounts did not accord with those records; or
- 3. that 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: 

Name: John Butterworth

Qualifications: FCA (ICAEW No. 2670227)

Address: 39 Inkerman Road, St Albans, AL1 3BG

Date: 3/6/2026