

Reddam House Parents & Friends Association

Charity Registration No. 1140058

Trustees' Annual Report and Unaudited Financial Statements
For the Year ended 31 August 2024

Reddam House Parents & Friends Association
REFERENCE AND ADMINISTRATIVE DETAILS

Status: Charity Registration No. 1140058
The Charity's governing document is its Trust deed and supplemental Trust Deeds.

Registered Office: Reddam House PFA
c/o Reddam House School
Winnersh
RG41 5BG

Trustees who served during part or whole of the year to date: Rachel J Manktelow (appointed on 24 September 2024)
Victoria Slatcher (appointed on 24 September 2024)
Dario Castiglione (appointed on 12 September 2024)

Independent Examiner: Shruti Soni FCCA FCIE
Shruti Soni Ltd
Chartered Certified Accountants
117A St. John's Hill
Sevenoaks TN13 3PE

Reddam House Parents & Friends Association

Trustees' Report for the year ended 31 August 2024

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the year ended 31 August 2024

Structure, Governance and Management

Reddam House PFA operates with a committee of several key roles; Chair, Vice-Chair, Secretary and Treasurer. Currently the role of Chair is shared by two individuals as joint Co-Chairs. The appointment of Trustees is made to align with principal roles on the committee and therefore the Trustees are noted as the Chair (or Co-Chairs) and the Treasurer. The charity has a wide network of volunteers through which the committee may recruit and appoint future committee members and Trustees.

Objectives and Activities

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.

In year, the PFA have undertaken an activity to review the governance of charity funds to develop a robust financial approvals process and ensure fairness in allocation of funds towards activities, goods and events. The funding applications process was implemented successfully with several applications being endorsed. A Review, Learn and Improve activity was carried out and subtle changes to the process were incorporated for future years; the process was deemed fit for purpose and will be repeated.

The PFA committed to coordinating events, purchasing goods, and continue its charitable giving all with the aim of enhancing the experience of pupils and the wider community of Reddam House Berkshire, as well as delivering upon social responsibility commitments within the local community.

Achievements and Performance

In the year 2023-2024 the PFA have organised many events including a family circus, school disco, skipping workshops for pupils, fireworks night, Christmas wreath making, Burns Night Supper, and Summer Ball. The PFA have also funded (or endorsed future funding for) goods such as skipping ropes for the workshop, green screen for the media department, new cyclorama for the theatre, outdoor play equipment for early years pupils, and artificial Christmas trees to be used throughout the various school departments. Charitable giving has continued with a notable donation of £750 to Nishkam SWAT, Charity No. 1139600, from the profits of the family circus.

Statement on Public Benefit

In shaping our objectives for the year and planning our activities, the trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit and have complied with section 4 of the Charities Act 2011

Reddam House Parents & Friends Association

Trustees' Report
for the year ended
31 August 2024

Financial Review

During the year the Trust received income totalling £47,643 (2023: £65,510). Expenditure totalled £52,320 (2023: £54,939). Net payments for the year were £4,677 (2023: net receipts £10,571)

Reserves policy

Reddam House PFA Reserve policy is to hold reserves equivalent to three months of operating costs to cover cash flow, contingency and to plan future costs which equates to reserves of approximately £13,080. As at 31st August 2024, unrestricted reserves stood at £28,909 which is higher than what is expected under the reserves policy.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the applicable charity law, Charity Commission guidance and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

This report was approved by the Trustees onand signed on their behalf by:

Signed _____ (Trustee)
Name _____

Independent Examiner's Report to the Trustees of Reddam House Parents & Friends Association

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2024 which are set out on pages 5 to 6.

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 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 giving me cause to believe that in any material respect:

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

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.

Sanskriti Purohit
Charity Examiners
117a St. John's Hill, Sevenoaks TN13 3PE

Date:



CHARITY COMMISSION
FOR ENGLAND AND WALES

Reddam House P&FA

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Receipts and payments accounts

For the period from	9/1/2023	To	8/31/2024
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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					
Donations	7,531	-	-	7,531	7,750
Charitable Activities	36,015	-	-	36,015	57,645
Fundraising	3,789	-	-	3,789	-
Investment	308	-	-	308	116
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	47,643	-	-	47,643	65,510
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	47,643	-	-	47,643	65,510
A3 Payments					
Charitable Activities	24,219	-	-	24,219	21,251
Fundraising	28,101	-	-	28,101	33,688
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	52,320	-	-	52,320	54,939
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	52,320	-	-	52,320	54,939
Net of receipts/(payments)	- 4,677	-	-	- 4,677	10,571
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	33,586	-	-	33,586	23,015
Cash funds this year end	28,909	-	-	28,909	33,586

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		28,909	-	33,585
		-	-	-
		-	-	-
	Total cash funds	28,909	-	33,585
	(agree balances with receipts and payments account(s))	OK	OK	Agreement Error
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	Prepayments	1,000	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Accrued Expenditure	450	-	
	Deferred income	647	-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Victoria Slatcher	V. Slatcher	11/27/2025	