



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 09 2022	To	31 08 2023

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Theresa Meredith-Hardy	Chair		
2	Victoria Goodlet	Vice Chair		
3	Christopher Mole	Treasurer		
4	Caroline Peck	Secretary		
5	Katie Marshall	Teacher Rep		
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
------	-----------------------------------

None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	PTA-UK Model Constitution. Adopted 26/09/2012
How the charity is constituted (eg. trust, association, company)	Association consisting of the parents of pupils attending the school, the teaching staff employed by the school and friends of the school.
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected annually at the Annual General Meeting.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the association is to advance the education of pupils at St Peter's C of E Primary School. We do this by supporting and developing the community of relationships between school staff, parents and friends and by providing facilities and equipment which supports the school and advances the education of the pupils.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

We carry out two main activities. Firstly planning and running a calendar of events that are designed to both raise funds for the school and to bring pupils, parents and teachers together to socialise and support the school community. Secondly we work closely with the school staff to make sure that the funds raised are used in the most effective way and in accordance with current needs.

A regular committee meeting is held (approximately every 4 weeks), where events are reviewed and lessons learned for the future, updates on the planning of forthcoming events are provided and the accounts are discussed. Minutes are taken and shared with committee members and the Head Teacher.

We work hard to ensure that PTFA events offer value for money and are enjoyable for all who attend.

Funds raised this year have gone towards a selection of facilities and equipment that have benefited children and teachers across the school. The key items included:

- iPads
- laptops
- Classroom furniture & Sports equipment
- Art supplies
- Software licenses

All trustees have complied with their duty to have due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Additional details of objectives and activities (Optional information)

We are grateful for the many volunteers, without whom our fund-raising work would be impossible. Their contributions range from running and helping at events and behind the scenes work through to supporting and attending events and helping to ensure their success. The PTFA committee would like to express their great thanks to all who have contributed.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D	Achievements and performance
<p>Summary of the main achievements of the charity during the year</p>	<p>The PTFA ran an established calendar of events, all of which were well organised and attended.</p> <p>The Autumn term had a full schedule of events consisting of a fireworks night, cake sale, Christmas fair and Christmas disco.</p> <p>In the Spring & summer terms we held Mad March hair day, as well as various cake and book sales.</p> <p>The funds raised have been spent providing the school with equipment and facilities that pupils would otherwise not have had access to. See above section for more details.</p>

Brief statement of the charity's policy on reserves

The committee have agree that a fund of £5,000 should be maintained at the end of each year to allow the established calendar of fundraising events to continue from year to year. This fund becomes available once the new school year fundraising activities commence. Otherwise our aim is to put much of the funds we raise to work on behalf of the school and pupils.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

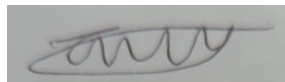
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Theresa Meredith-Hardy

Christopher Mole

Position (Secretary, Chair, etc)

Chair

Treasurer

Date

30/06/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name: St Peters School PTFA

1151103

Receipts and payments accounts

CC16a

For the period
from

1-Sep-22

To

31-Aug-23

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					
Fireworks	7,570	-	-	7,570	-
Golf Day	140	-	-	140	-
Xmas Cake Sale	392			392	
Xmas Cards	469			469	
Christmas Raffle	925			925	
Christmas Jumpers	89			89	
Round Table Fireworks	124			124	
Round Table Christmas	35			35	
Valentines Cake Sale	451			451	
Disco	2,032			2,032	
Mothers Day Raffle	253			253	
Make or Break Rules Day	555			555	
End of Term Cake Sale	385			385	
Quiz Night	4,436			4,436	
Fete	5,989			5,989	
Cream Teas	436			436	
Carnival	250			250	
Y6 Play Refreshments	525			525	
Pizza Night	94			94	
Wrecclesham Fete	229			229	
Y5 Stall	17			17	
Sponsorship - Charters	200			200	
Donations	281			281	
Your School Lottery	3,076			3,076	
Second hand Uniform Sale	1,203	-	-	1,203	-
Pilates	1,217	-	-	1,217	-
Just Giving	1,131	-	-	1,131	-
Easyfundraising	794	-	-	794	-
Amazon Smile	202			202	
Preferred Travel	140			140	
Sundries	226			226	
Matched Funding	4,581			4,581	
Y6 Leavers Book	1,411			1,411	
				-	
		-	-	-	-
Sub total (Gross income for AR)	39,858	-	-	39,858	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	39,858	-	-	39,858	-

A3 Payments

Fireworks	3,562	-	-	3,562	-
Golf Day				-	
Xmas Cake Sale	100			100	
Xmas Cards				-	
Christmas Raffle				-	
Christmas Jumpers				-	
Round Table Fireworks				-	
Round Table Christmas				-	
Valentines Cake Sale	110			110	
Disco	674			674	
Mothers Day Raffle				-	
Make or Break Rules Day				-	

End of Term Cake Sale				-	
Quiz Night	2,168			2,168	
Fete	3,324			3,324	
Cream Teas	58			58	
Carnival	71			71	
Y6 Play Refreshments	303			303	
Pizza Night					
Wrecclesham Fete					
Y5 Stall					
Sponsorship - Charters					
Donations					
Your School Lottery					
Second hand Uniform Sale					
Pilates	84				
Just Giving					
Easyfundraising					
Amazon Smile					
Preferred Travel				-	
Sundries	1,005			1,005	
Matched Funding				-	
Y6 Leavers Book	310			310	
Invoices from school	29,734			29,734	
				-	
				-	
				-	
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	41,503	-	-	41,503	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	41,503	-	-	41,503	-
Net of receipts/(payments)	- 1,645	-	-	- 1,645	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 1,645	-	-	- 1,645	-

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	Closing bank balance on 31/08/2023	25,194	-	-
		-	-	-
		-	-	-
	Total cash funds	25,194	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
			-	
			-	
			-	
			-	



St Peter's C of E (Aided) Primary School

Little Green Lane, Farnham, Surrey, GU9 8TF

(: 01252 714115 Fax: 01252 721215

*: info@stpeters-farnham.surrey.sch.uk

www.stpeters-farnham.surrey.sch.uk

Head Teacher: Mrs Sarah Dunning MEd ALCM



Independent Examiner's Report to the Trustees of St Pater's C of E Primary School PTFA

I report on the PTFA accounts for the year ended 31st August 2023 which are attached.

Respective responsibilities of the PTFA Committee and examiner

The PTFA Committee is responsible for the preparation of the accounts. The PTFA considers that an audit is not required for this year and has opted for an independent examination to be undertaken.

It is my responsibility to:

- Examine the accounts
- State whether particular matters have come to my attention

Basis of independent examiner's report

My examination included a review of the accounting records kept by the PTFA and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Fiona Hopkins
School Business Manager
St Peter's C of E Primary School
Little Green Lane
Farnham
Surrey
GU9 8TF

25th June 2024



Artsmark
Silver Award
Awarded by Arts
Council England



Healthy School

