



Trustees' Annual Report for the period

Period start date			Period end date		
01	09	2023	31	08	2024
From			To		

Section A Reference and administration details

Charity name	St Peters School PTFA
Other names charity is known by	None
Registered charity number (if any)	1151103
Charity's principal address	St Peter's C of E Primary School
	Little Green Lane
	Farnham, Surrey
Postcode	GU9 8TF

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)

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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)

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

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

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.

Summary of the main achievements of the charity during the year

The PTFA actively fundraised towards a new curriculum kitchen as part of the school's Healthy Eating Project. £13,500 was secured in grants towards this project

Section E Financial review

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:

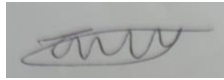

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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	4th June 2025	



Receipts and payments accounts

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For the period
from

01-Sep-23

To

31-Aug-24

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 2023	10,652	-	-	10,652	-
Christmas Movie Night	829	-	-	829	-
Autumn Cake Sale	519			519	
Dec Cake Sale	442			442	
15th Dec Event	1,026			1,026	
Christmas Jumper	16			16	
Silly Socks Day	269			269	
Christmas Cards	344			344	
26/01 Uniform Sale	0			-	
09/02 Love Yourself Day	306			306	
05/03 Disco	806			806	
March Cake Sale	402			402	
Mad March Hair Day	309			309	
Silent Auction	1,716			1,716	
Fayre	0			-	
Quiz Night	4,010			4,010	
Golf Day	40			40	
Carnival	100			100	
Donations	2,514			2,514	
Your School Lottery	2,550			2,550	
Second Hand Uniform Sale	1,008			1,008	
Pilates	716			716	
Cash 4 Coins	0			-	
Just Giving	238			238	
Easyfundraising	550	-	-	550	-
Ink Cartridge Recycling	0	-	-	-	-
Clothes Recycling	369	-	-	369	-
Non-Uniform Days	0	-	-	-	-
Book Sales	22			22	
Other	5,063			5,063	
Matched Funding	2,500			2,500	
Cake Sales	0			-	
Grants	14,000			14,000	
Y6 Leavers Yearbook	102			102	
		-	-	-	-
Sub total (Gross income for AR)	51,418	-	-	51,418	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	51,418	-	-	51,418	-
A3 Payments					
Fireworks 2023	4,663	-	-	4,663	-
Christmas Movie Night	172			172	
05/03 Disco	425			425	
Fayre	60			60	
Quiz Night	2,156			2,156	
Your School Lottery	40			40	
Other	100	1		100	

Notes: R1 accounts (SS)

[illegible]

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 31/08/2024	37,801	-	-
		-	-	-
		-	-	-
	Total cash funds	37,801	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details			
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details			
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details			
			-	
			-	
			-	
			-	



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

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Head Teacher: Mrs Sarah Dunning MEd ALCM



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

I report on the PTFA accounts for the year ended 31st August 2024 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 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



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Silver Award
Awarded by Arts
Council England

