



EPA TRUSTEES' REPORT FOR PERIOD TO 31 DECEMBER 2021

Objects of the EPA

1. The EPA was reconstituted as a Charitable Incorporated Organisation (CIO) and was registered with the Charity Commission (registered charity number 1152873) on 15 July 2013.
2. The objects of the EPA are: *"to advance education for the public benefit, including the pupils of Emanuel School in Battersea ("the School") in particular, by:*
 - a. developing supportive relationships between staff, parents and others associated with the School; and*
 - b. engaging in activities or providing facilities or equipment which support the School and advance the education of the pupils attending it."*

Trustees

3. The following parents have served as Trustees since the last AGM:

Alison Brooks – Chair
Fiona Wilmot – Treasurer
Cat Wallis – Secretary
Petronella West
Harriet Reid
Lesley Radford
Elise Hanut

Financing the EPA

4. The main source of funds for the EPA is parent subscriptions which are collected by the school on behalf of the EPA. The subscriptions have remained at £15 per family as voted through at an AGM in 2018. Virtually all parents opt to be members of the EPA and to pay this subscription.
5. The EPA usually generates income from organising the sale of second-hand uniforms and by arranging social events, such as a Quiz Night, a Ceilidh and other occasional

events, but in 2021, this was severely curtailed due to the continuing restrictions of the pandemic. The following events feature in the accounts:

- a. The Ceilidh did not go ahead in January 2021
 - b. The very popular Quiz Night did not take place in March 2021;
 - c. Second Hand sales were held in June and October 2021 and were well attended.
6. Against this sharp drop in income generated, the EPA successfully kept its cost base very low during the year and is pleased to report that it was still able to make a donation of £5,000 (2020: £15,000) to the School's Bursary Fund out of its current year profit to support the School during this very challenging period.

Activities

7. In 2021 the EPA were unable to carry out the majority of the usual activities. Nonetheless they:
- a. Organised the sale of second-hand school uniforms.
 - b. Maintained virtual contact with class reps to support school communication and involvement of parents in the school
 - c. Organised virtual seminars with Alice Drummond, founder of Teen Tips and 'Food For Life' with The Nutrition Guru.

In future, it is the aspiration of the EPA, with the cooperation of the school, to:

- a. Reinstate events including a Ceilidh, Quiz Night, Disco, and Dacre Day fetes. So far this year (2022) we have managed to run the Quiz Night, and are looking forward to Dacre Day.
 - b. Support 'Meet the Teacher' events in the autumn term with particular emphasis on welcoming and integrating new parents.
 - c. Update the ECON site to provide a more integrated and user-friendly site for students and parents and to complement the school's careers' service.
 - d. Provide every pupil over the coming years with a special heart check to prevent unforeseen sudden cardiac deaths in later life, undertaken in conjunction with CRY.
 - e. Co-fund The Wellbeing Hub, available to all parents, children, and staff of the school.
8. We would like to thank all parents who volunteered their time to assist with planning and organising these activities.

Accounts

9. Following guidance from the Charity Commissioners, we have prepared accounts for the period 1 January 2021 – 31 December 2021.
10. The Trustees and the Treasurer are solely responsible for the preparation of the accounts.
11. There is no requirement for the accounts to be audited or subject to a formal independent review. There is a requirement to submit the approved accounts to the Charity Commission by 31 October 2022. Antje Palmer, a qualified accountant and former Treasurer of the EPA provided a second examination and confirmed that the accounts gave a fair representation of the transactions during the year by the EPA. The Trustees have reviewed and approved the accounts.
12. The EPA made a net surplus for the period of £21,465 before donations to the school of £5,000 and had accumulated funds of £53,245 as at 31 December 2021.

Required disclosures

13. The charity Annual Return must also include information on whether the charity:
 - a. pays its trustees
 - b. raises funds from the public
 - c. works with a commercial business that raises money for the charity
 - d. has a trading subsidiary (a company whose profits go to the charity)
 - e. has policies for risk management, investment, safeguarding vulnerable beneficiaries, managing conflicts of interest, managing volunteers, and handling complaints.
14. The EPA:
 - a. does not pay its Trustees.
 - b. does not raise funds from the public.
 - c. does not work with a commercial business that raises money for charity
 - d. does not have a trading subsidiary.
 - e. has in place policies for data protection and other risks to which we are exposed, but does not manage investments, or work with vulnerable beneficiaries.

Summary

15. During 2021, the Trustees have endeavoured to support the school with communication wherever possible during this difficult period brought about by the pandemic. The EPA has maintained parental contact and offered ongoing seminars using the virtual tools offered by the school.
16. We continually seek to broaden the base of parents who participate in the EPA. Please contact any Trustee to find out how you can support the school community.

11 April 2022

Alison Brooks (Chairman)

Cat Wallis (Secretary)

Fiona Wilmot (Treasurer)

Annex C - Accounts

Emanuel Parents Association

Profit and Loss Account for the year ending 31 December 2021

	2021	2020
	£	£
Revenue		
Parents subscriptions	12,720	11,910
Burns Night	-	2,525
Quiz Night	-	3,720
Less Quiz Night ticket refunds	-	(3,720)
Disco	-	-
Comedy Night	-	-
Uniform Sales	16,863	9,981
Dacre Day	-	-
Total Revenue	29,583	24,416
Direct Cost of Charitable sales		
Uniforms sold	(6,421)	(3,393)
Food & Beverage	-	(1,703)
Equipment and entertainment at events	(450)	(580)
Education Seminar Speaker's Fees	(870)	(600)
Other direct expenditure	-	(596)
Total Cost of sales	(7,741)	(6,871)
Gifts to support Staff and Helpers	-	(95)
Finance costs	-	(405)
Administrative Expenses		
Econ	-	(240)
Subscriptions to PTA	(227)	(122)
Other admin	(150)	(184)
Printing and stationery	-	-
Total Administration	(377)	(546)

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Total Expenses	(8,118	(7,91
)	7)
Total Profit (loss)	21,465	16,4
		99
Donations to school	<u>(5,000)</u>	<u>(15,0</u>
		<u>00)</u>
Profit (Loss) after donation	<u>16,46</u>	<u>1,4</u>
	<u>5</u>	<u>99</u>