

# WATLING VIEW PARENT STAFF ASSOCIATION

England & Wales · Charity number 1158303

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2014-08-20

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 17 Carisbrooke Road  
Harpenden  
AL5 5QS

**Phone** 07811186814

**Email** [lucy.rayner@btinternet.com](mailto:lucy.rayner@btinternet.com)

**Website** [www.watlingviewschool.co.uk](http://www.watlingviewschool.co.uk)

## Activities

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**Objects:** 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.

**Activities:** To provide a forum for support for the parents carers and staff associated with Watling View School, and to raise funds for the benefit of the school

## Classification

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- **How:** Makes Grants To Organisations
- **What:** General Charitable Purposes
- **Who:** Children/young People, People With Disabilities

## Geography

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- Hertfordshire

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-08-31 | £16,159 | £4,859      | -      | -         |
| 2024-08-31 | £21,449 | £48,994     | -      | -         |
| 2023-08-31 | £29,136 | £2,908      | -      | -         |
| 2022-08-31 | £21,887 | £576        | -      | -         |
| 2021-08-31 | £3,531  | £37,026     | -      | -         |

## Trustees

| Name                | Role  | Appointed  |
|---------------------|-------|------------|
| <b>Penny Jordan</b> | Chair | 2021-04-26 |
| Helen Clare Weston  |       | 2023-01-20 |
| LUCY RAYNER         |       | 2015-06-12 |
| Nicola Johns        |       | 2026-01-22 |

**WATLING VIEW PARENT STAFF ASSOCIATION**

England & Wales - Charity number 1158303

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# Accounts

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# Trustees' Annual Report for the period

|                   |    |        |                 |           |    |        |      |
|-------------------|----|--------|-----------------|-----------|----|--------|------|
| Period start date |    |        | Period end date |           |    |        |      |
| <b>From</b>       | 31 | August | 2022            | <b>To</b> | 31 | August | 2023 |

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

|                     |
|---------------------|
| 17 Carisbrooke Road |
| Harpenden           |
| Herts               |
| AL5 5QS             |

### 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  | Lucy Rayner      | Chair           |                                   | PSA committee                                                 |
| 2  | Tom Rayner       | Treasurer       |                                   | PSA committee                                                 |
| 3  | Liliana Picciuto |                 |                                   | PSA committee                                                 |
| 4  | Penny Jordan     |                 |                                   | PSA committee                                                 |
| 5  | Helen Weston     |                 |                                   | PSA committee                                                 |
| 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 |
|------|-----------------------------------|
|      |                                   |
|      |                                   |

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**Names and addresses of advisers (Optional information)**

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

**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<br><small>(eg. trust deed, constitution)</small>        | Constitution         |
| How the charity is constituted<br><small>(eg. trust, association, company)</small> | Charitable Trust     |
| Trustee selection methods<br><small>(eg. appointed by, elected by)</small>         | Elected by committee |

**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.

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**Section C Objectives and activities**

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

|                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>To raise funds for Watling View School to be primarily used for the benefit of the pupils and to organise social events for the families.</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------|

Through a range of charitable events and donations WVPSA has been able to raise funds to provide equipment and services that have materially improved the quality of the education and the physical wellbeing of the pupils at Watling View School in St Albans – a school for children with severe learning disabilities.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**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)**

**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.

**Summary of the main achievements of the charity during the year**

During the financial year WVPSA generated total revenue of £29,136.

Of this, £11,142 came from a range of events organised by WVPSA and £17,500 from grants and donations (£10,000 from Clothworkers, £5,000 from Herts Comm, £1,000 from Neighbly Trust, £1,000 from the Lloyds foundation and £500 from TK Maxx). Other items included expenses of £1,108, primarily linked to fundraising events.

WVPSA transferred £1,800 to Watling View School during the financial year, primarily to fund a new fridge freezer for the school café.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

WVPSA intends to maintain a minimum positive float of £3,000 but to distribute its remaining reserves to the school to fund agreed projects. Money is actively transferred between the charity's current and savings account to take advantage of higher interest rates.

### Details of any funds materially in deficit

### 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)

Lucy Rayner

Thomas Rayner

Position (eg Secretary, Chair, etc)

Chair

**Date**

17/1/2024

# Watling View School PSA

## Treasurer's Report

Year ending 31 Aug 2023

Watling View School Parent Staff Association  
 17 Carisbrooke Road  
 Harpenden,  
 Hertfordshire, AL5 5QS  
 Phone: 01582 766220  
 Registered Charity No: 1158303

17 January 2024

The figures below show the account movements in financial year ending 31 August 2023. The account balance increased by £26,228 in the financial year, with income of £29,136 offset by expenses of £1,108 and transfers to school of £1,800. Whereas the balance of £53,793 was unusually high at the financial year end, a payment of £40,000 has been made to school (post FYE) to fund outdoor playground equipment.

| Accounts £                              | Year-end           | Balance       |
|-----------------------------------------|--------------------|---------------|
| Business Current Account                | 31-Aug 2022        | 23,678        |
| Business Savings Account                | 31-Aug 2022        | 3,887         |
| <b>Total funds</b>                      | <b>31-Aug 2022</b> | <b>27,565</b> |
| Business Current Account                | 31-Aug 2023        | 49,890        |
| Business Savings Account                | 31-Aug 2023        | 3,904         |
| <b>Total funds</b>                      | <b>31-Aug 2023</b> | <b>53,793</b> |
| Increase / (decrease) in financial year | -                  | 26,228        |
| <i>o/w income</i>                       | -                  | 29,136        |
| <i>o/w transfers to WV School</i>       | -                  | (1,800)       |
| <i>o/w expenditure</i>                  | -                  | (1,108)       |

The following summary tables break down income and expenditure.

| SUMMARY (£)                      | INCOME        | EXPENSE        | SURPLUS       |
|----------------------------------|---------------|----------------|---------------|
| Grants                           | 17,500        | -              | 17,500        |
| Fundraising Events               | 11,142        | (517)          | 10,624        |
| Donations                        | 478           | -              | 478           |
| Ice cream van                    | -             | (408)          | (408)         |
| Misc                             | 16            | (183)          | (167)         |
| <b>TOTAL</b>                     | <b>29,136</b> | <b>(1,108)</b> | <b>28,028</b> |
| Transfers to WV - Fridge Freezer | -             | (1,800)        | (1,800)       |
| <b>TOTAL - POST TRANSFERS</b>    | <b>29,136</b> | <b>(2,908)</b> | <b>26,228</b> |

We raised £11,142 from fundraising events, with the 2023 Keanu Golf Day once again the main contributor, raising £6,315 (including £2,000 matched giving from Barclays), with a further £1,006 from the 2022 Keanu Golf Day disco also dropping into this financial year. Other events included Xmas raffle 2022, which raised £1,915, Quiz night 2022 £1,003, and Easter raffle 2023 £386.

We had a good year in terms of grants, raising a total of £17,500, including £10,000 from Clothworkers' Foundation, £5,000 from Herts Community Foundation, £1,000 from Neighbourly Charitable Trust, £1,000 from Lloyds Bank Foundation and £500 from TK Maxx. We raised a further £478 from donations, including Tony's customers, uniform sales, and Amazon Smile.

Expenses were mainly linked to fundraising events (e.g. raffle prizes, fish & chips on quiz night), plus the provision of an ice cream van for pupils and staff, a Parentkind subscription and the cost of a games license.

The tables below show additional detail of the funds raised from donations, grants, and organised events.

| <b>FUNDRAISING EVENTS (£)</b> | <b>INCOME</b> | <b>EXPENSE</b> | <b>SURPLUS</b> |
|-------------------------------|---------------|----------------|----------------|
| Keanu Golf Day 2023           | 6,315         | -              | 6,315          |
| Xmas Raffle 2022              | 1,915         | -              | 1,915          |
| Quiz Night 2022               | 1,445         | (442)          | 1,003          |
| Keanu Golf Day 2022 - Disco   | 1,006         | -              | 1,006          |
| Easter Raffle 2023            | 386           | -              | 386            |
| Bingo night / Refunds         | 75            | (75)           | 0              |
| <b>Total</b>                  | <b>11,142</b> | <b>(517)</b>   | <b>10,624</b>  |

| <b>GRANTS</b>                | <b>INCOME</b> | <b>EXPENSE</b> | <b>SURPLUS</b> |
|------------------------------|---------------|----------------|----------------|
| Clothworkers Foundation      | 10,000        | -              | 10,000         |
| Herts Community Foundation   | 5,000         | -              | 5,000          |
| Neighbourly Charitable Trust | 1,000         | -              | 1,000          |
| Lloyds Bank Foundation       | 1,000         | -              | 1,000          |
| TK MAXX                      | 500           | -              | 500            |
| <b>Total</b>                 | <b>17,500</b> | <b>-</b>       | <b>17,500</b>  |

| <b>DONATIONS</b>      | <b>INCOME</b> | <b>EXPENSE</b> | <b>SURPLUS</b> |
|-----------------------|---------------|----------------|----------------|
| Tony's customers      | 241           | -              | 241            |
| Uniform Sales & Disco | 164           | -              | 164            |
| Amazon Smile          | 73            | -              | 73             |
| <b>Total</b>          | <b>478</b>    | <b>-</b>       | <b>478</b>     |

| <b>SUMMARY (£)</b>               | <b>INCOME</b> | <b>EXPENSE</b> | <b>SURPLUS</b> |
|----------------------------------|---------------|----------------|----------------|
| Grants                           | 17,500        | -              | 17,500         |
| Fundraising Events               | 11,142        | (517)          | 10,624         |
| Donations                        | 478           | -              | 478            |
| Ice cream van                    | -             | (408)          | (408)          |
| Misc                             | 16            | (183)          | (167)          |
| <b>TOTAL</b>                     | <b>29,136</b> | <b>(1,108)</b> | <b>28,028</b>  |
| Transfers to WV - Fridge Freezer | -             | (1,800)        | (1,800)        |
| <b>TOTAL - POST TRANSFERS</b>    | <b>29,136</b> | <b>(2,908)</b> | <b>26,228</b>  |

Sincerely,

Tom Rayner – Treasurer

## **Independent examiner's report to the trustees of Watling View School Parent & Staff Association**

I report to the trustees on my examination of the accounts of the Watling View School Parent & Staff Association (the Trust) for the year ended 31 August 2023.

### **Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the 2011 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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: Claire Bryson

**Relevant professional qualification or membership of professional bodies (if any):** Member of the Chartered Institute of Taxation

**Address:** 14 Spencer Gate, St Albans, Herts, AL1 4AD

**Date:** 03 February 2024