

# THE SUTTONIAN FOUNDATION

England & Wales · Charity number 1168281

## Details

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Other names	SGSPTA, SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION
Status	Registered
Legal form	CIO
Registered	2016-07-19
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	SGS Parent Teacher Association c/o Sutton Grammar School Manor Lane Sutton SM1 4AS
Phone	02086423821
Email	<a href="mailto:info@sgspta.com">info@sgspta.com</a>
Website	<a href="https://www.suttongrammar.sutton.sch.uk/pta/welcome-to-the-pta">https://www.suttongrammar.sutton.sch.uk/pta/welcome-to-the-pta</a>

## Activities

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**Objects:** TO FURTHER THE EDUCATIONAL AND OTHER CHARITABLE WORK OF SUTTON GRAMMAR SCHOOL (THE "SCHOOL") FOR THE PUBLIC BENEFIT BY SUCH CHARITABLE MEANS AS THE TRUSTEES SEE FIT FROM TIME TO TIME IN PARTICULAR BUT NOT EXCLUSIVELY BY:1. ASSISTING THE SCHOOL, BY ENHANCING ITS PROVISIONS TOWARDS THE EDUCATION OF ITS STUDENTS;2. DEVELOPING MORE EXTENDED RELATIONSHIPS BETWEEN THE STAFF, PARENTS AND OTHERS ASSOCIATED WITH THE SCHOOL;3. COLLABORATING WITH THE SCHOOL IN OBTAINING WORK EXPERIENCE FOR CURRENT STUDENTS AND EMPLOYMENT AND PLACEMENTS FOR FORMER STUDENTS; AND4. ACTING AS A CONSULTATIVE BODY TO THE MANAGEMENT OF THE SCHOOL, WITHOUT BECOMING FORMALLY INVOLVED WITH THE FORMULATION OF SCHOOL POLICY.NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH THE CHARITIES ACT 2011, OR ANY STATUTORY AMENDMENTS THERETO.

**Activities:** SGSPTA raises funds for the benefit of Sutton Grammar School students and enhances the School community by; holding social, & fundraising,events (Autumn/Spring Quiz Nights, Xmas Fair, International Evening); providing refreshments at School events; via SGSPTA Ltd running Xmas Parking scheme & Mock Tests for the 11-plus exams.

## Classification

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- **How:** Makes Grants To Organisations, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

## Geography

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- **Area of benefit:** LOCAL
- Surrey
- Sutton

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£207,316	£171,740	-	-
2024-03-31	£64,174	£60,795	-	-
2023-03-31	£260,263	£275,468	-	-
2022-03-31	£160,779	£103,138	-	-
2021-03-31	£119,920	£89,493	-	-

## Trustees

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Name	Role	Appointed
Adam Norman Cole		2026-04-15
Azeem Lalani		2026-04-15
Benjamin Alexis Cloves		2019-09-23
Claire Louise Goodhead		2024-11-07
Mihira Susan Philip		2026-04-15

**THE SUTTONIAN FOUNDATION**

England & Wales - Charity number 1168281

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# Accounts

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Charity registration number 1168281 (England and Wales)

Company registration number CE007044

**SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	O Grozavu-Santos V Narayanan K Robinson B Cloves R Turner R Jayaraman M E O'Driscoll L H Turner C L Goodhead	(Appointed 7 November 2024) (Appointed 7 November 2024) (Appointed 7 November 2024)
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**Charity number (England and Wales)** 1168281

**Company number** CE007044

**Registered office** C/o Sutton Grammar School  
Manor Lane  
Sutton  
United Kingdom  
SM1 4AS

**Independent examiner** Louise Hallsworth FCA  
Affinia (Orpington)  
Chartered Accountants  
Lynwood House, Crofton Road  
Orpington  
BR6 8QE

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# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

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# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2025

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The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

The aim of SGSPATA is to support the educational and charitable work of Sutton Grammar School for public benefit. This is achieved by:

1. Enhancing the School's educational provision for students;
2. Fostering stronger relationships between staff, parents, and the wider School community;
3. Supporting student development through work experience and alumni opportunities; and
4. Offering input to School leadership without involvement in formal policy-making.

The Trustees have complied with their duty to consider the Charity Commission's public benefit guidance throughout the year.

Though the School is a single institution, its intake spans the London Borough of Sutton, neighbouring boroughs, and, occasionally, further afield. Admission is based on academic ability, with some places reserved for local applicants, ensuring diverse and inclusive access.

Fundraising and community engagement are central to SGSPATA's activities. Mock entrance tests, run via our trading company SGSPATA Ltd, attract participants from across the South East and nationally through online access. These offer affordable preparation and contribute significantly to fundraising efforts.

In addition to financial support—such as funding books, equipment, and facility improvements—volunteers play a key role in events like the Quiz Night and providing refreshments at school events, providing wider community benefits.

Funding requests from the School are managed through a formal bidding process that evaluates impact, cost, and sustainability. Requests over £5,000 are shared with all SGSPATA members for discussion and vote.

Volunteers are essential not only for fundraising but also for building community spirit. Events like International Evening demonstrate the value of social connection beyond financial contribution.

#### *Public benefit*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### Achievements and performance

*Significant activities and achievements against objectives*

During this financial period the PTA has organised, run and supported:

- Christmas and Summer Raffle
- Autumn Quiz
- Supporting the PTA mock test parking and invigilation
- International Evening
- New Year 7 Parent BBQ
- Refreshments at school concerts and events
- Second-hand uniform sales

Financial donations to the School during the period of this Report 2024/25 include:

- Budgetary Support Provision (to cover Part-funding of STEM Technician, coach-hire, & minibus fleet running costs)
- Part funding for Library Assistant and External Relations Co-ordinator post

#### Financial review

This year the charity recorded a surplus of £35,576 (2024: £160,841). Unrestricted reserves stood at £245,612.

#### *Reserves policy*

The trustees' policy on reserve levels is as follows:

Restricted funds should not be allowed to accumulate significant sums and will normally be spent within the financial year on the specific purpose for which the funds are restricted.

Trustees have designated all other unrestricted surplus funds to be used to promote and advance the education of students of Sutton Grammar School.

#### Structure, governance and management

The Charitable Company is a company limited by guarantee with no share capital (reg no CE007044) and a registered charity (1168281). The charitable company's Memorandum and Articles of Association are the primary governing documents. The charitable company's address is Sutton Grammar School, Manor Lane, Sutton. SM1 4AS.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

O Grozavu-Santos	
V Narayanan	
K Robinson	
B Cloves	
R Mankertz	(Retired 30 June 2025)
R Turner	
R Jayaraman	
R Mathanmohan	(Retired 31 July 2025)
M E O'Driscoll	(Appointed 7 November 2024)
L H Turner	(Appointed 7 November 2024)
C L Goodhead	(Appointed 7 November 2024)

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2025**

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### *Recruitment and appointment of trustees*

Trustees are elected at the AGM from the parent body/teaching staff, or appointed by Elected Trustees, or ex-officio appointees from SGS. An invite to become a trustee goes to all parents with the notice of the AGM

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

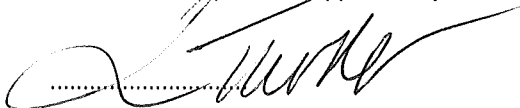
### *Organisational structure*

The President is the Headteacher of Sutton Grammar School. The nominated user position is held by a teacher at the school.

CIO trustee type	CIO Position
Ex officio user charity trustee	President
Nominated user charity trustee	Staff Representative
Elected charity trustee	Chair
Elected charity trustee	Vice Chair
Elected charity trustee	Treasurer
Elected charity trustee	Information Coordinator
Elected charity trustee	Secretary
Elected charity trustee	Parking manager
Elected charity trustee	Events
Elected charity trustee	General member

The day to day administration and financial controls are done by the Director of Finance and Operations at Sutton Grammar School.

The trustees' report was approved by the Board of Trustees.



Trustee

Date: 29/09/2025

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

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I report to the trustees on my examination of the financial statements of Sutton Grammar School Parent Teacher Association (the charity) for the year ended 31 March 2025.

#### Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### Independent examiner's statement

I have completed my examination. I confirm that no 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 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



**Louise Hallsworth FCA**  
Affinia (Orpington)  
Chartered Accountants  
Lynwood House, Crofton Road  
Orpington  
BR6 8QE  
Date: .....30 September 2025

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

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	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Income from:</b>			
Donations and legacies	3	201,285	231,248
Charitable activities	4	5,510	2,568
Investments	5	521	363
<b>Total income</b>		<u>207,316</u>	<u>234,179</u>
<b>Expenditure on:</b>			
Charitable activities	6	171,740	73,338
<b>Total expenditure</b>		<u>171,740</u>	<u>73,338</u>
<b>Net income and movement in funds</b>		35,576	160,841
<b>Reconciliation of funds:</b>			
Fund balances at 1 April 2024		<u>210,036</u>	<u>49,195</u>
<b>Fund balances at 31 March 2025</b>		<u><u>245,612</u></u>	<u><u>210,036</u></u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
<b>Current assets</b>					
Debtors	12	200,000		170,000	
Cash at bank and in hand		169,991		42,436	
		<u>369,991</u>		<u>212,436</u>	
<b>Creditors: amounts falling due within one year</b>	13	(124,379)		(2,400)	
<b>Net current assets</b>			<u>245,612</u>		<u>210,036</u>
<b>The funds of the charity</b>					
Unrestricted funds	14		<u>245,612</u>		<u>210,036</u>
			<u>245,612</u>		<u>210,036</u>

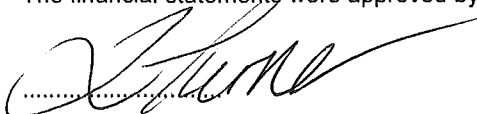
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 29/09/2025



Trustee

Company registration number CE007044 (England and Wales)

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 31 MARCH 2025*

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### 1 Accounting policies

#### Charity information

Sutton Grammar School Parent Teacher Association is a private company limited by guarantee in England and Wales. The registered office is C/o Sutton Grammar School, Manor Lane, Sutton, SM1 4AS, United Kingdom.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial Instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Income from donations and legacies

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Donations and gifts	201,285	231,248

#### 4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Charitable activities		
Other income	5,510	2,568

#### 5 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	521	363

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# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 6 Expenditure on charitable activities

	Charitable activities 2025 £	Charitable activities 2024 £
<b>Direct costs</b>		
Donation to Sutton Grammar School	168,805	60,195
Other costs	1,675	11,943
	<u>170,480</u>	<u>72,138</u>
<b>Share of support and governance costs (see note 7)</b>		
Governance	1,260	1,200
	<u>171,740</u>	<u>73,338</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>171,740</u>	<u>73,338</u>

### 7 Support costs allocated to activities

	2025 £	2024 £
Governance costs	<u>1,260</u>	<u>1,200</u>
<b>Analysed between:</b>		
Charitable activities	<u>1,260</u>	<u>1,200</u>

### 8 Net movement in funds

	2025 £	2024 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	<u>1,260</u>	<u>1,200</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 10 Employees

There were no employees during the year.

### 11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

<b>12 Debtors</b>		
	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year:		
Trade debtors	200,000	170,000
	<u>          </u>	<u>          </u>

<b>13 Creditors: amounts falling due within one year</b>		
	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Accruals and deferred income	124,379	2,400
	<u>          </u>	<u>          </u>

### 14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
General funds	210,036	207,316	(171,740)	245,612
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>Previous year:</b>				
	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	49,195	234,179	(73,338)	210,036
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

### 15 Related party transactions

Sutton Grammar School Trust is a related party by virtue of the fact it has a Trustee in common.

Sutton Grammar School Parent Teacher Association donated to Sutton Grammar School Trust towards various revenue and capital projects £168,086 (2024: £60,195). An amount of £120,000 (2024: £Nil) was outstanding as at 31 March 2025.

Sutton Grammar School Parent Teacher Association received a donation of £200,500 (2024: £230,000) from Sutton Grammar School PTA Limited. There was a balance outstanding of £200,000 (2024: £170,000) as at 31 March 2025.

**THE SUTTONIAN FOUNDATION**

England & Wales - Charity number 1168281

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# Accounts

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Charity registration number 1168281 (England and Wales)

Company registration number CE007044

**SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	A Eldred O Grozavu-Santos V Narayanan P Jacobs K Robinson M Bosland B Cloves R Mankertz R Turner R Jayaraman R Mathanmohan J Flay P Hasan R Mohan
<b>Charity number (England and Wales)</b>	1168281
<b>Company number</b>	CE007044
<b>Registered office</b>	C/o Sutton Grammar School Manor Lane Sutton Surrey United SM1 4AS
<b>Independent examiner</b>	Louise Hallsworth, FCA Baxter & Co Chartered Accountants Lynwood House, Crofton Road Orpington BR6 8QE

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# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

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# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

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### FOR THE YEAR ENDED 31 MARCH 2024

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1. Enhancing the School's educational provision for students;
2. Fostering stronger relationships between staff, parents, and the wider School community;
3. Supporting student development through work experience and alumni opportunities; and
4. Offering input to School leadership without involvement in formal policy-making.

The Trustees have complied with their duty to consider the Charity Commission's public benefit guidance throughout the year.

Though the School is a single institution, its intake spans the London Borough of Sutton, neighbouring boroughs, and, occasionally, further afield. Admission is based on academic ability, with some places reserved for local applicants, ensuring diverse and inclusive access.

Fundraising and community engagement are central to SGSPTA's activities. Mock entrance tests, run via our trading company SGSPTA Ltd, attract participants from across the South East and nationally through online access. These offer affordable preparation and contribute significantly to fundraising efforts.

In addition to financial support—such as funding books, equipment, and facility improvements—volunteers play a key role in events like the Quiz Night and providing refreshments at school events, providing wider community benefits.

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The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

---

### **Achievements and performance**

*Significant activities and achievements against objectives*

During this financial period the PTA has organised, run and supported:

- Christmas and Summer Raffle
- Autumn Quiz
- Supporting the PTA mock test parking and invigilation
- International Evening
- New Year 7 Parent BBQ
- Refreshments at school concerts and events
- Second-hand uniform sales

Financial donations to the School during the period of this Report 2023/24 include:

- Art Department - Gallery, Robot, Visiting Artists, Stereo viewers
- School AV upgrade in Hall and Drama Studio
- Development of the school site at Northey
- Branded Gazebos
- Furniture for the Pastoral area
- Pastoral TVs
- Library books
- Netball Kit
- Elevate funding
- Biology research equipment
- Table tennis tables
- Budgetary Support Provision (to cover Part-funding of STEM Technician, coach-hire, & minibus fleet running)
- Part funding for Library Assistant and External Relations Co-ordinator post

### **Financial review**

This year the charity recorded a surplus of £290,841 (2023 deficit of £158,046). Unrestricted reserves stood at £340,036.

#### *Reserves policy*

The trustees' policy on reserve levels is as follows:

Restricted funds should not be allowed to accumulate significant sums and will normally be spent within the financial year on the specific purpose for which the funds are restricted.

Trustees have designated all other unrestricted surplus funds to be used to promote and advance the education of students of Sutton Grammar School.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2024**

---

### Structure, governance and management

The Charitable Company is a company limited by guarantee with no share capital (reg no CE007044) and a registered charity (1168281). The charitable company's Memorandum and Articles of Association are the primary governing documents. The charitable company's address is Sutton Grammar School, Manor Lane, Sutton. SM1 4AS.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

A Eldred  
O Grozavu-Santos  
V Narayanan  
P Jacobs  
K Robinson  
M Bosland  
B Cloves  
R Mankertz  
R Turner  
R Jayaraman  
R Mathanmohan  
J Flay  
P Hasan  
R Mohan

### Recruitment and appointment of trustees

Trustees are elected at the AGM from the parent body/teaching staff, or appointed by Elected Trustees, or ex-officio appointees from SGS. An invite to become a trustee goes to all parents with the notice of the AGM

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### Organisational structure

The President is the Headteacher of Sutton Grammar School. The nominated user position is held by a teacher at the school.

CIO trustee type	CIO Position
Ex officio user charity trustee	President
Nominated user charity trustee	Staff Representative
Elected charity trustee	Chair
Elected charity trustee	Vice Chair
Elected charity trustee	Treasurer
Elected charity trustee	Information Coordinator
Elected charity trustee	Secretary
Elected charity trustee	Parking manager
Elected charity trustee	Events
Elected charity trustee	General member

The day to day administration and financial controls are done by the Director of Finance and Operations at Sutton Grammar School.

**SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION**

**TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2024**

---

The trustees' report was approved by the Board of Trustees.



Trustee

Date: *12<sup>th</sup> June 2025*

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

---

I report to the trustees on my examination of the financial statements of Sutton Grammar School Parent Teacher Association (the charity) for the year ended 31 March 2024.

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

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no 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 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Louise Hallsworth, FCA  
Baxter & Co  
Chartered Accountants  
Lynwood House, Crofton Road  
Orpington  
BR6 8QE

Date: ..13 June 2025....

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

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	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Income from:</b>			
Donations and legacies	3	231,248	85,159
Charitable activities	4	2,568	8,183
Investments	5	363	51
<b>Total income</b>		<u>234,179</u>	<u>93,393</u>
<b>Expenditure on:</b>			
Charitable activities	6	73,338	251,439
<b>Total expenditure</b>		<u>73,338</u>	<u>251,439</u>
<b>Net income/(expenditure) and movement in funds</b>		160,841	(158,046)
<b>Reconciliation of funds:</b>			
Fund balances at 1 April 2023		49,195	207,241
<b>Fund balances at 31 March 2024</b>		<u>210,036</u>	<u>49,195</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	£	2023 £	£
<b>Current assets</b>					
Debtors	12	170,000		-	
Cash at bank and in hand		42,436		50,395	
		<u>212,436</u>		<u>50,395</u>	
<b>Creditors: amounts falling due within one year</b>	13	(2,400)		(1,200)	
<b>Net current assets</b>			<u>210,036</u>		<u>49,195</u>
<b>The funds of the charity</b>					
Unrestricted funds	14		210,036		49,195
			<u>210,036</u>		<u>49,195</u>

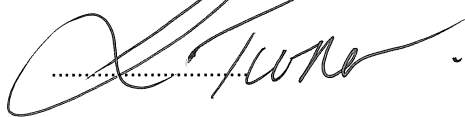
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on ..... 12th June 2025



Trustee

Company registration number CE007044 (England and Wales)

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2024

---

#### 1 Accounting policies

##### Charity information

Sutton Grammar School Parent Teacher Association is a private company limited by guarantee incorporated in England and Wales. The registered office is C/o Sutton Grammar School, Manor Lane, Sutton, Surrey, SM1 4AS, United.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

---

### 1 Accounting policies (Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

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**1 Accounting policies** (Continued)

**1.8 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**3 Income from donations and legacies**

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	231,248	85,159

**4 Income from charitable activities**

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Charitable activities		
Other income	2,568	8,183

**5 Income from investments**

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	363	51

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 6 Expenditure on charitable activities

	Charitable activities 2024 £	Charitable activities 2023 £
<b>Direct costs</b>		
Donation to Sutton Grammar School	60,195	248,663
Other costs	11,943	1,576
	<u>72,138</u>	<u>250,239</u>
<b>Share of support and governance costs (see note 7)</b>		
Governance	1,200	1,200
	<u>73,338</u>	<u>251,439</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>73,338</u>	<u>251,439</u>

### 7 Support costs allocated to activities

	2024 £	2023 £
Governance costs	<u>1,200</u>	<u>1,200</u>
<b>Analysed between:</b>		
Charitable activities	<u>1,200</u>	<u>1,200</u>

### 8 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	<u>1,200</u>	<u>1,200</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 10 Employees

There were no employees during the year.

### 11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

### 12 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	170,000	-

### 13 Creditors: amounts falling due within one year

	2024	2023
	£	£
Accruals and deferred income	2,400	1,200

### 14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024
	£	£	£	£
General funds	49,195	234,179	(73,338)	210,036
<b>Previous year:</b>				
	At 1 April 2022	Incoming resources	Resources expended	At 31 March 2023
	£	£	£	£
General funds	207,241	93,393	(251,439)	49,195

### 15 Related party transactions

Sutton Grammar School Trust is a related party by virtue of the fact it has a Trustee in common.

Sutton Grammar School Parent Teacher Association donated to Sutton Grammar School Trust towards various revenue and capital projects £60,195 (2022: £248,663). There was no balance outstanding as at 31 March 2024.

Sutton Grammar School Parent Teacher Association received a donation of £230,000 (2022: £83,561) from Sutton Grammar School PTA Limited. There was a balance outstanding of £170,000 (2023: 3nil) as at 31 March 2024.



**THE SUTTONIAN FOUNDATION**

England & Wales - Charity number 1168281

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# Accounts

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Charity registration number 1168281 (England and Wales)

Company registration number CE007044

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**SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## LEGAL AND ADMINISTRATIVE INFORMATION

---

<b>Trustees</b>	A Eldred O Grozavu-Santos V Narayanan P Jacobs K Robinson M Bosland B Cloves R Mankertz R Turner R Jayaraman R Mathanmohan J Flay P Hasan R Mohan
<b>Charity number (England and Wales)</b>	1168281
<b>Company number</b>	CE007044
<b>Registered office</b>	C/o Sutton Grammar School Manor Lane Sutton Surrey United SM1 4AS
<b>Independent examiner</b>	Louise Hallsworth, FCA Baxter & Co Chartered Accountants Lynwood House, Crofton Road Orpington BR6 8QE

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# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

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Balance sheet	7
Notes to the financial statements	8 - 13

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# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

**FOR THE YEAR ENDED 31 MARCH 2023**

---

The Trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

### **Objectives and activities**

The aim of SGSPATA is to support the educational and charitable work of Sutton Grammar School for public benefit. This is achieved by:

1. Enhancing the School's educational provision for students;
2. Fostering stronger relationships between staff, parents, and the wider School community;
3. Supporting student development through work experience and alumni opportunities; and
4. Offering input to School leadership without involvement in formal policy-making.

The Trustees have complied with their duty to consider the Charity Commission's public benefit guidance throughout the year.

Though the School is a single institution, its intake spans the London Borough of Sutton, neighbouring boroughs, and, occasionally, further afield. Admission is based on academic ability, with some places reserved for local applicants, ensuring diverse and inclusive access.

Fundraising and community engagement are central to SGSPATA's activities. Mock entrance tests, run via our trading company SGSPATA Ltd, attract participants from across the South East and nationally through online access. These offer affordable preparation and contribute significantly to fundraising efforts.

In addition to financial support—such as funding books, equipment, and facility improvements—volunteers play a key role in events like the Quiz Night and providing refreshments at school events, providing wider community benefits.

Funding requests from the School are managed through a formal bidding process that evaluates impact, cost, and sustainability. Requests over £5,000 are shared with all SGSPATA members for discussion and vote.

Volunteers are essential not only for fundraising but also for building community spirit. Events like International Evening demonstrate the value of social connection beyond financial contribution.

### *Public benefit*

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

---

#### Achievements and performance

##### *Significant activities and achievements against objectives*

During this financial period the PTA has organised, run and supported:

- Christmas and Summer Raffle
- Autumn Quiz
- Supporting the PTA mock test parking and invigilation
- International Evening
- New Year 7 Parent BBQ
- Refreshments at school concerts and events
- Second-hand uniform sales

Financial donations to the School during the period of this Report: 2022/23

- Large Computer screen for the Library
- Basketball Kit
- House IT Upgrade
- Feather Banners
- Budgetary Support Provision (to cover Part-funding of STEM Technician, coach-hire, & minibus fleet running costs)
- Part funding for Library Assistant and External Relations Co-ordinator post

#### Financial review

This year the charity recorded a deficit of £158,046 (2022 surplus of £57,640). Unrestricted reserves stood at £49,195.

##### *Reserves policy*

The trustees' policy on reserve levels is as follows:

Restricted funds should not be allowed to accumulate significant sums and will normally be spent within the financial year on the specific purpose for which the funds are restricted.

Trustees have designated all other unrestricted surplus funds to be used to promote and advance the education of students of Sutton Grammar School.

#### Structure, governance and management

The Charitable Incorporated Organisation (reg no CE007044) is a registered charity (1168281). The charity's Memorandum and Articles of Association are the primary governing documents. The charity's address is Sutton Grammar School, Manor Lane, Sutton. SM1 4AS.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

---

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

A Eldred  
O Grozavu-Santos  
V Narayanan  
P Jacobs  
K Robinson  
M Bosland  
B Cloves  
R Mankertz  
R Turner  
R Jayaraman  
R Mathanmohan  
J Flay  
P Hasan  
R Mohan

### *Recruitment and appointment of trustees*

Trustees are elected at the AGM from the parent body/teaching staff, or appointed by Elected Trustees, or ex-officio appointees from SGS. An invite to become a trustee goes to all parents with the notice of the AGM

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### *Organisational structure*

The President is the Headteacher of Sutton Grammar School. The nominated user position is held by a teacher at the school.

CIO trustee type	CIO Position
Ex officio user charity trustee	President
Nominated user charity trustee	Staff Representative
Elected charity trustee	Chair
Elected charity trustee	Vice Chair
Elected charity trustee	Treasurer
Elected charity trustee	Information Coordinator
Elected charity trustee	Secretary
Elected charity trustee	Parking manager
Elected charity trustee	Events
Elected charity trustee	General member

The day to day administration and financial controls are done by the Director of Financer and Operations at Sutton Grammar School.

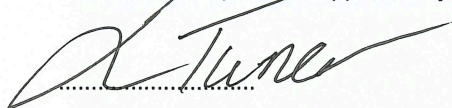
# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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The trustees' report was approved by the Board of Trustees.



Trustee

Date: 12<sup>th</sup> June 2025

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

---

I report to the Trustees on my examination of the financial statements of Sutton Grammar School Parent Teacher Association (the charity) for the year ended 31 March 2023.

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

As the Trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no 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 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Louise Hallsworth, FCA  
Baxter & Co  
Chartered Accountants  
Lynwood House, Crofton Road  
Orpington  
BR6 8QE

Date: 13 June 2025.....

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

---

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<b>Income and endowments from:</b>			
Donations and legacies	3	85,159	154,525
Charitable activities	4	8,183	1,689
Other trading activities	5	-	5,977
Investments	6	51	1
Other income	7	-	410
<b>Total income</b>		<u>93,393</u>	<u>162,602</u>
<b>Expenditure on:</b>			
Raising funds	8	-	939
Charitable activities	9	251,439	104,023
<b>Total expenditure</b>		<u>251,439</u>	<u>104,962</u>
<b>Net income/(expenditure) and movement in funds</b>		(158,046)	57,640
<b>Reconciliation of funds:</b>			
Fund balances at 1 April 2022		207,241	149,601
<b>Fund balances at 31 March 2023</b>		<u>49,195</u>	<u>207,241</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Current assets</b>					
Debtors	15	-		166,845	
Cash at bank and in hand		50,395		40,624	
		<u>50,395</u>		<u>207,469</u>	
<b>Creditors: amounts falling due within one year</b>	16	(1,200)		(228)	
		<u></u>		<u></u>	
<b>Net current assets</b>			<u>49,195</u>		<u>207,241</u>
<b>The funds of the charity</b>					
Unrestricted funds	17		49,195		207,241
			<u>49,195</u>		<u>207,241</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on .....

12<sup>th</sup> June 2023



Trustee

Company registration number CE007044 (England and Wales)

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

##### Charity information

Sutton Grammar School Parent Teacher Association is a private company limited by guarantee incorporated in England and Wales. The registered office is C/o Sutton Grammar School, Manor Lane, Sutton, Surrey, SM1 4AS, United.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### 1 Accounting policies (Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies (Continued)

#### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Donations and gifts	85,159	154,525

### 4 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<b>Charitable activities</b>		
Services provided under contract	-	1,689
Other income	8,183	-
	<u>8,183</u>	<u>1,689</u>

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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**5 Income from other trading activities**

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fundraising events	-	5,977

**6 Income from investments**

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	51	1

**7 Other income**

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Amazon Commission	-	410

**8 Expenditure on raising funds**

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<b>Fundraising and publicity</b>		
Other fundraising costs	-	939

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 9 Expenditure on charitable activities

	Charitable activities 2023 £	Charitable activities 2022 £
<b>Direct costs</b>		
Donation to Sutton Grammar School	248,663	102,776
Other costs	1,576	1,247
	<u>250,239</u>	<u>104,023</u>
<b>Share of support and governance costs (see note 10)</b>		
Governance	1,200	-
	<u>251,439</u>	<u>104,023</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>251,439</u>	<u>104,023</u>

### 10 Support costs allocated to activities

	2023 £	2022 £
Governance costs	1,200	-
<b>Analysed between:</b>		
Charitable activities	<u>1,200</u>	<u>-</u>

### 11 Net movement in funds

	2023 £	2022 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	1,200	-
	<u>1,200</u>	<u>-</u>

### 12 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 13 Employees

There were no employees during the year.

### 14 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

<b>15 Debtors</b>		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>			
Trade debtors		-	166,439
Other debtors		-	406
		<u>-</u>	<u>166,845</u>

<b>16 Creditors: amounts falling due within one year</b>		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
Other creditors		-	228
Accruals and deferred income		1,200	-
		<u>1,200</u>	<u>228</u>

### 17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	<b>At 1 April 2022</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>At 31 March 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General funds	<u>207,241</u>	<u>93,393</u>	<u>(251,439)</u>	<u>49,195</u>
<b>Previous year:</b>	<b>At 1 April 2021</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>At 31 March 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General funds	<u>149,601</u>	<u>162,602</u>	<u>(104,962)</u>	<u>207,241</u>

### 18 Related party transactions

Sutton Grammar School Trust is a related party by virtue of the fact it has a Trustee in common.

Sutton Grammar School Parent Teacher Association donated to Sutton Grammar School Trust towards various revenue and capital projects £248,663 (2022: £102,776). There was no balance outstanding as at 31 March 2023.

Sutton Grammar School Parent Teacher Association received a donation of £83,561 (2022: £166,439) from Sutton Grammar School PTA Limited. There was no balance outstanding as at 31 March 2023 (2022:£166,439).

**THE SUTTONIAN FOUNDATION**

England & Wales - Charity number 1168281

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# Accounts

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## Trustees' annual report for the period

	Period start date				Period end date		
From	01	04	21	To	31	03	22

**Charity name:** Sutton Grammar School Parent Teacher Association

**Charity registration number:** 1168281

**Charity's principal address:** C/O SUTTON GRAMMAR SCHOOL  
MANOR LANE  
SUTTON, SURREY  
SM1 4AS

### 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	Ben Cloves	President		Ex-officio
2	Andrew Eldred	Chair		elected
3	Jon Flay	Vice Chair	To 6.10.2021	elected
4	Patrick Jacobs	Treasurer		elected
5	James Humphrey-Evans	Joint Secretary	To 6.10.2021	elected
6	Mike Bosland	Joint Secretary		elected
7	Stephan Heitmeyer	Information Coordinator	To 6.10.2021	elected
8	Ramachandran Mathanmohan	Information Coordinator		elected
9	Robert Turner	Staff User Representative		Ex-officio
10				

### Structure, governance and management

#### Description of charity's trusts:

Type of governing document: for example	Constitution (v.1.1 18 July 2016)
How is the charity constituted?	Charitable Incorporated Organisation
Trustee selection methods	Election at AGM, or appointed by Elected Trustees, or ex-officio appointees from SGS

## Additional information (optional)

<p>You may choose to include further statements where relevant about:</p> <ul style="list-style-type: none"> <li>-Policies and procedures adopted for the induction and training of trustees</li> <li>-The charity's organisational structure and any wider network with which the charity works</li> <li>-Relationship with any related parties</li> <li>-Other</li> </ul>	<p>SGSPTA was granted charitable status on 19 July 2016, taking over the assets and activities of the previous Association. This report covers the period <b>1 April 2021 to 31 March 2022</b>. Accounts submitted with this report cover the same period</p> <p>In accordance with the Constitution, the President of SGSPTA is the Head Teacher of SGS, appointed ex-officio. The powers of the President are restricted by chairing the elections of Trustees at the AGM, and calling a meeting under certain conditions. As the Chief Executive of the recipient body (Sutton Grammar School Trust, SGST), the constitution removed the influence he/she may have on funding decisions. As a charitable education body, SGST is regularly consulted to ensure no conflict of interest occurs.</p> <p>The Staff User Representative (SUR) is also appointed ex-officio from within the School. Like the President, the roles and responsibilities of the SUR are tightly controlled within the Constitution.</p> <p>All of the other Trustee roles are filled on an annual basis by election of an eligible parent/guardian of a current pupil at the AGM. In addition, the Constitution allows for the appointment of two additional Trustees, for specific tasks.</p> <p>Decisions on funding, general SGSPTA policies and planning are strongly protected as the sole responsibility of the parents/guardians of pupils at the School.</p>
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## Objectives and activities

<p>Summary of the purposes of the charity as set out in its governing document</p>	<p>To further the educational and other charitable work of Sutton Grammar School (the "School") for the public benefit by such charitable means as the trustees see fit from time to time in particular but not exclusively by:</p> <ol style="list-style-type: none"> <li>1. assisting the School, by enhancing its provisions towards the education of its students</li> <li>2. developing more extended relationships between the staff, parents and others associated with the School</li> <li>3. collaborating with the School in obtaining work experience for current students and employment and placements for former students; and</li> <li>4. acting as a consultative body to the management of the School, without becoming formally involved with the formulation of School policy.</li> </ol>
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<p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p> <p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>The Trustees complied with their duty to have due regard to the Charity Commission’s Public Benefit guidance when exercising any powers or duties to which the guidance is relevant.</p> <p>Whilst the beneficiary is a single School, its pupils are enrolled from within the London Borough of Sutton, surrounding Boroughs and in exceptional cases, as far as North London &amp; the south coast. Providing enhancements to the facilities and education of pupils at the School therefore has a significant impact on many diverse families. Entry to the School is by selection purely on ability, but with a percentage reserved from those in the Borough and some surrounding postcodes.</p> <p>As part of its fundraising, SGSPTA, through the efforts of its’ linked trading company, SGSPTA Ltd, provides mock tests for potential applicants of selective entry exams throughout the South East of England. Parents bring their sons and daughters to sit the mock tests from some distance, and nationwide for the online tests. SGSPTA are proud of the excellent reputation of the service provided, and its’ good value is instrumental in enabling access to a wide audience.</p> <p>By supporting the School, not just financially in the provision of funds, but in volunteer help as well, the impact of the wider community is regularly assessed for its beneficial effects. Examples include our Christmas Fair which is advertised locally and we welcome visitors from the community as well as parents. Another good example is the provision of refreshments to the competitors (and associated Staff and Parents) at the Sutton Borough Cross Country Event held at the School’s Northey Avenue Sports Ground. Without SGSPTA volunteers it would not be possible.</p> <p>Although the financial support provided to the school is primarily aimed to help buy equipment, books etc, and to help refurbish parts of the school, this can have clear benefits to the wider community. The PTA purchased purpose-designed flooring which serves to protect the flooring of the Sports Hall, and to add to the flexibility of its use; this includes use by outside agents hiring the facility for sporting and other activities.</p>
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## Additional details of objectives and activities (optional)

<p>You may choose to include further statements where relevant about:</p> <ul style="list-style-type: none"> <li>-Policy on grant making</li> <li>-Policy on social investment including program related investment</li> <li>-Contribution made by volunteers</li> <li>-Other</li> </ul>	<p>SGSPTA, in conjunction with the School, operates a formal funding application bidding process for all requests. This helps to ensure that staff consider other sources of funding, declare the benefits expected and timescales, and that it has also been considered in terms of IT and Premises impact, to avoid hidden costs. In accordance with the Constitution, for bids greater than £5,000, all members of SGSPTA must be given advance notice (and summary details) of an application, so that they can plan to attend a meeting to vote on a decision or make further enquiries.</p> <p>Without volunteers, SGSPTA would raise substantially less from the Mock Tests, Christmas and Summer Raffles, Christmas Fair, and all the other events. But it is not just about funds, the same volunteers also enable us to meet our objective of “developing more extended relationships between the staff, parents and others associated with the School”. An event such as the International Evening may not raise money, but the social/bond building benefits are a true reflection of the many hours of hard work put in.</p>
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## Achievements and performance

<p>Summary of the main achievements of the charity, identifying the difference the charity’s work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Events during this period (to 31.3.22) were severely restricted due to the impact of Covid-19 &amp; lockdowns. The following is a list of the usual events, some of which, we had to cancel</p> <p>Autumn (Oct 2021) Quiz Night postponed          Christmas Fair (Dec 2021) Cancelled          International Evening (Feb 2022) held</p> <p>Helped by providing drinks/snacks          New Yr 7 Welcome Evening (July 2021) Cancelled          New Yr 7 Sports BBQ (July 2021) Cancelled          Yr 7 Parents Social Evening (Oct 2021) Cancelled          Christmas Concert (Dec 2021) Cancelled</p> <p>Fundraising          Christmas Fair Cancelled          Christmas and Summer Grand Draws          Easyfundraising          Double 100 Club Cancelled          Secondhand Uniform Sales</p> <p>Our Trading company – SGSPTA Ltd:          11+ Mock Tests – provided online &amp; hall-based tests.</p>
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	<p>Open Evening (Sep 2021) – PTA and Mock Test advice room</p> <p>All of the above routinely took place before the lockdown of schools in March 2020 because of the pandemic but we are hopeful of re-scheduling them all in future.</p> <p><b>Financial donations to the School during the period of this Report:</b></p> <p>£65,000 2021/2 Budgetary Support Provision (to cover Part-funding of STEM Technician, coach-hire, &amp; minibus fleet running costs)</p> <p>£16,000 Part funding for Library Assistant post</p> <p>£13,259 Part funding for External Relations Co-ordinator post</p> <p>£3,500 Basketball stands for Sport/ PE Dept</p> <p>£5,015 Mac Books x4 for Music Dept</p> <p><b>Total donations £102,774</b></p>
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## Financial review

Review of the charity's financial position at the end of the period	At the end of March 2022 our financial reserves were £207,242, with virtually all of this held as bank deposits (see accounts submitted).
Statement explaining the policy for holding reserves stating why they are held	SGSPTA aims to maintain a working reserve of £5,000 at all times. As part of the funding application process, funds are transferred over immediately after approval, to enable a clearer picture of outstanding liabilities v assets.
-Amount of reserves held	£207,242 (per accounts submitted)
-Reasons for holding zero reserves	N/A
Details of fund materially in deficit	None
Explanation of any uncertainties about the charity continuing as a going concern	No uncertainties. The PTA is run by volunteers and only agrees financially to support /purchase items for, the School from funds it already holds. Any Funding Request agreed by the PTA is based on the premise that sufficient funds must be available before approval is given to proceed with purchase.

## Additional information (optional)

<p>You may choose to include further statements where relevant about:</p> <ul style="list-style-type: none"> <li>-The charity's principal sources of funds (including any fundraising)</li> <li>-Investment policy and objectives including any social investment policy adopted</li> <li>-A description of the principal risks facing the charity</li> </ul>	<p>See Achievements and Performance above</p> <p>All expenditure was in line with the key objectives of the Charity. SGSPTA does not aim to hold on to substantial funds over a long-term period. All available funds are held in easy access accounts at a High Street bank. Whenever possible, funds are transferred to the School at the earliest opportunity, once a genuine funding request has been identified and approved.</p> <p>The principal risk is that some of our fundraising activities may not bring in the same level of funding they currently provide, which would then mean that the financial support we provide the school would reduce.</p>
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### Funds held as custodian trustees on behalf of others

<p>Description of the assets held in this capacity (Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects) (Details of arrangements for safe custody and segregation of such assets from the charity's own assets)</p>	<p>No assets are held in this capacity</p>
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### Exemptions from disclosure

<p>Reason for non-disclosure of key personnel details</p>	<p>There are no non-disclosures of key personnel details</p>
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### Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	
<b>Full name(s)</b>	Andrew Eldred
<b>Position (for example Secretary, Chair, etc)</b>	SGSPTA Chair
<b>Date</b>	8 <sup>th</sup> January 2023

## SUTTON GRAMMAR SCHOOL FOR BOYS

### PARENT TEACHER ASSOCIATION

#### Income & Expenditure Account for the 12 months ended 31st March 2022

<b>INCOME</b>		<b>2021/22</b>			
<b>Fund Raising Activities</b>	<b>Income</b>	<b>Expenses</b>	<b>Surplus</b>		
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
200 Club	-	-	-		
Summer Fair			-		
Christmas Fair	-	-	-		
Mock Tests 2007			-		
Summer Raffle	2,641	456	2,185		
Christmas Raffle	3,336	484	2,852		
	5,977	939		5,037	
<b>Social Events</b>					
Quiz Evenings	835	492	343		
Spring Concert	-	}			
Christmas Concert	-	}	391		
Internation Evening	450	}			
Other Socials	404	}	463		
	1,689	-	883		806
<b>Other Income</b>					
Donations (including Uniform Sales)			691		
Easy Fundraising (including Gift Aid)			472		
Amazon Commission			410		
Gifted from SGSPTA Ltd			153,362		
Tax Rebate					
Interest Received			1		
				154,935	
				160,779	
<b>EXPENDITURE</b>					
<b>Donations to School for :-</b>					
	<i>2021/2 Budgetary Support Provision</i>		65,000		
	<i>Part funding for Library Assistant</i>		16,000		
	<i>Part funding for External Relations Co-ordinator</i>		13,259		
	<i>Basketball stands for Sport/ PE Dept</i>		3,500		
	<i>Mac Books x4 for Music Dept</i>		5,015		
				102,774	
Miscellaneous costs				364	
				57,641	
<b>Surplus (Deficit) for the year</b>					
				149,601	
<b>Balance brought forward</b>				207,242	
<b>Balance carried forward</b>				207,242	

**SUTTON GRAMMAR SCHOOL FOR BOYS**  
**PARENT TEACHER ASSOCIATION**

Balance Sheet

as at 31st March 2022

		2021/22		
		£		
<b>Bank Balances</b>				
	Business Premium Saver Account (1)	5,064		
	Business Premium Saver Account (2)			
	Community Current Account	35,560		
	Cash in hand	-		
		<u>40,624</u>		
<b>Current Assets</b>				
<b>Debtors</b>				
	SGSPTA Ltd	166,439		
	Gift Aid (claim outstanding)	406	166,845	
			<u>207,470</u>	
<b>Less Current Liabilities</b>				
	Income in Advance			
	Sundry Creditors	-	228	
			<u>207,242</u>	
<b>Represented By:-</b>				
<b>Reserves</b>				
	Income and Expenditure Account balance	57,642		
	Balance brought forward	149,600		
			<u>207,242</u>	

I confirm that I have prepared the Accounts of SGS PTA for the period stated.

Patrick Jacobs (SGSPTA Treasurer)

.....

My examination included a review of the accounting records kept by the association and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts and seeking explanations from you as members concerning any such matters. The procedures undertaken do not provide all evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to the statement below.

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.

Kulsoom Sayed ACMA (Independent Examiner)

..... 22-Dec-22

**THE SUTTONIAN FOUNDATION**

England & Wales - Charity number 1168281

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# Accounts

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<b>Trustees' annual report for the period</b>							
		Period start date			Period end date		
From	01	04	20	To	31	03	21

**Charity name: Sutton Grammar School Parent Teacher Association**

**Charity registration number: 1168281**

**Charity's principal address: C/O SUTTON GRAMMAR SCHOOL  
MANOR LANE  
SUTTON, SURREY  
SM1 4AS**

### **Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Ben Cloves	President	From 23.09.19	Ex-officio
2	Stephen Quayle	Chair	Up to 2.11.2020	elected
3	Jon Flay	Vice Chair		elected
4	Patrick Jacobs	Treasurer		elected
5	James Humphrey-Evans	Joint Secretary		elected
6	Mike Bosland	Joint Secretary	From 23.09.19	elected
7	Stephan Heitmeyer	Information Coordinator	From 23.09.19	elected
8	Andrew Eldred	Chair	From 2.11.20	elected
9	Robert Turner	Staff User Representative		Ex-officio
10				

### **Structure, governance and management**

#### **Description of charity's trusts:**

Type of governing document: for example	Constitution (v.1.1 18 July 2016)
How is the charity constituted?	Charitable Incorporated Organisation
Trustee selection methods	Election at AGM, or appointed by Elected Trustees, or ex-officio appointees from SGS

## Additional information (optional)

<p>You may choose to include further statements where relevant about:</p> <ul style="list-style-type: none"> <li>-Policies and procedures adopted for the induction and training of trustees</li> <li>-The charity's organisational structure and any wider network with which the charity works</li> <li>-Relationship with any related parties</li> <li>-Other</li> </ul>	<p>SGSPTA was granted charitable status on 19 July 2016, taking over the assets and activities of the previous Association. This report covers the period 1 April 2020 to 31 March 2021 reflecting the fourth full year operating under this new charitable status; accounts submitted with this report cover the same period</p> <p>In accordance with the Constitution, the President of SGSPTA is the Headteacher of SGS, appointed ex-officio. The powers of the President are restricted by chairing the elections of Trustees at the AGM, and calling a meeting under certain conditions. As the Chief Executive of the recipient body (Sutton Grammar School Trust, SGST), the constitution removed the influence he/she may have on funding decisions. As a charitable education body, SGST is regularly consulted to ensure no conflict of interest occurs.</p> <p>The Staff User Representative (SUR) is also appointed ex-officio from within the School. Like the President, the roles and responsibilities of the SUR are tightly controlled within the Constitution.</p> <p>All of the other Trustee roles are filled on an annual basis by election of an eligible parent/guardian of a current pupil at the AGM. In addition, the Constitution allows for the appointment of two additional Trustees, for specific tasks.</p> <p>Decisions on funding, general SGSPTA policies and planning are strongly protected as the sole responsibility of the parents/guardians of pupils at the School.</p>
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## Objectives and activities

<p>Summary of the purposes of the charity as set out in its governing document</p>	<p>To further the educational and other charitable work of Sutton Grammar School (the "School") for the public benefit by such charitable means as the trustees see fit from time to time in particular but not exclusively by:</p> <ol style="list-style-type: none"> <li>1. assisting the School, by enhancing its provisions towards the education of its students</li> <li>2. developing more extended relationships between the staff, parents and others associated with the School</li> <li>3. collaborating with the School in obtaining work experience for current students and employment and placements for former students; and</li> </ol>
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	<p>4. acting as a consultative body to the management of the School, without becoming formally involved with the formulation of School policy.</p>
<p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p> <p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>The Trustees complied with their duty to have due regard to the Charity Commission’s Public Benefit guidance when exercising any powers or duties to which the guidance is relevant.</p> <p>Whilst the beneficiary is a single School, its pupils are enrolled from within the London Borough of Sutton, surrounding Boroughs and in exceptional cases, as far as North London. Providing enhancements to the facilities and education of pupils at the School therefore has a significant impact on many diverse families. Entry to the School is by selection purely on ability, but with a percentage reserved from those in the Borough and some surrounding postcodes.</p> <p>As part of its fundraising, SGSPTA, through the efforts of its’ linked trading company, SGSPTA Ltd, provides mock tests for potential applicants of selective entry exams throughout the South East of England. Parents bring their sons and daughters to sit the mock tests from some distance, and nationwide for the online tests. SGSPTA are proud of the excellent reputation of the service provided, and its’ good value is instrumental in enabling access to a wide audience.</p> <p>By supporting the School, not just financially in the provision of funds, but in volunteer help as well, the impact of the wider community is regularly assessed for its beneficial effects. Examples include our Christmas Fair which is advertised locally and we welcome visitors from the community as well as parents. Another good example is the provision of refreshments to the competitors (and associated Staff and Parents) at the Sutton Borough Cross Country Event held at the School`s Northey Avenue Sports Ground. Without SGSPTA volunteers it would not be possible.</p> <p>Although the financial support provided to the school is primarily aimed to help buy equipment, books etc, and to help refurbish parts of the school, this can have clear benefits to the wider community. The PTA purchased purpose designed flooring which serves to protect the flooring of the Sports Hall, and add to the flexibility of its use; this includes use by outside agents letting the facility for sporting and other activities.</p>

### Additional details of objectives and activities (optional)

<p>You may choose to include further statements where relevant about:</p> <ul style="list-style-type: none"> <li>-Policy on grant making</li> <li>-Policy on social investment including program related investment</li> <li>-Contribution made by volunteers</li> <li>-Other</li> </ul>	<p>SGSPTA, in conjunction with the School, operates a formal funding application bidding process for all requests. This helps to ensure that staff consider other sources of funding, declare the benefits expected and timescales, and that it has also been considered in terms of IT and Premises impact, to avoid hidden costs. In accordance with the Constitution, for bids greater than £5,000, all members of SGSPTA must be given advance notice (and summary details) of an application, so that they can plan to attend a meeting to vote on a decision or make further enquiries.</p> <p>Without volunteers, SGSPTA would raise substantially less from the Mock Tests, Christmas and Summer Raffles, Christmas Fair, and all the other events. But it is not just about funds, the same volunteers also enable us to meet our objective of “developing more extended relationships between the staff, parents and others associated with the School”. An event such as the International Evening may not raise money, but the social/bond building benefits are a true reflection of the many hours of hard work put in.</p>
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### Achievements and performance

<p>Summary of the main achievements of the charity, identifying the difference the charity’s work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Events during this period (to 31.3.21) were severely restricted due to the impact of Covid-19 &amp; lockdowns. The following is a list of the usual events which we had intended to hold</p> <p>Autumn (Oct 2020) Quiz Night <b>Cancelled</b>          Christmas Fair (Dec 2020) <b>Cancelled</b>          International Evening (Feb 2021) <b>Cancelled</b></p> <p>Helped by providing drinks/snacks          New Yr 7 Welcome Evening (July 2020) <b>Cancelled</b>          New Yr 7 Sports BBQ (July 2020) <b>Cancelled</b></p>
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	<p>Yr 7 Parents Social Evening (Oct 2020) <b>Cancelled</b>  Christmas Concert (Dec 2020) <b>Cancelled</b></p> <p>Fundraising  Christmas Fair <b>Cancelled</b>  Christmas and Summer Grand Draws  Easyfundraising  Double 100 Club <b>Cancelled</b>  Secondhand Uniform Sales</p> <p>Our Trading company - SGSPTA Ltd: <b>online only</b>  11+ Mock Tests - provided <b>online tests only</b> to 22 sessions of 185 children in May/June 2019 and two days in August</p> <p>Open Evening (Sep 2020) - PTA and Mock Test advice room <b>Cancelled</b></p> <p>All of the above routinely took place before the lockdown of schools in March 2020 because of the pandemic.</p> <p><b>Donations to School listed by meeting</b></p> <p><u>2 Nov 2020</u>  Cameras, battery packs, &amp; art materials - £5,000</p> <p><u>18 Jan 2021</u>  Part-funding of STEM Technician &amp; Library Assistant posts, computers, software, coach-hire, &amp; minibus fleet running costs - £84,500</p>
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## Financial review

Review of the charity's financial position at the end of the period	At the end of March 2021 our financial reserves were £149,601, with virtually all of this held as bank deposits (see accounts submitted).
Statement explaining the policy for holding reserves stating why they are held	SGSPTA aims to maintain a working reserve of £5,000 at all times. As part of the funding application process, funds are transferred over immediately after approval, to enable a clearer picture of outstanding liabilities v assets. £149,601 (per accounts submitted)
-Amount of reserves held	N/A
-Reasons for holding zero reserves	

Details of fund materially in deficit	None
Explanation of any uncertainties about the charity continuing as a going concern	No uncertainties. The PTA is run by volunteers and only agrees financially to support /purchase items for, the School from funds it already holds. Any Funding Request agreed by the PTA is based on the premise that sufficient funds must be available before approval is given to proceed with purchase.

### Additional information (optional)

<p>You may choose to include further statements where relevant about:</p> <ul style="list-style-type: none"> <li>-The charity's principal sources of funds (including any fundraising)</li> <li>-Investment policy and objectives including any social investment policy adopted</li> <li>-A description of the principal risks facing the charity</li> </ul>	<p>See Achievements and Performance above</p> <p>All expenditure was in line with the key objectives of the Charity. SGSPTA does not aim to hold on to substantial funds over a long-term period. All available funds are held in easy access accounts at a High Street bank. Whenever possible, funds are transferred to the School at the earliest opportunity, once a genuine funding request has been identified and approved.</p> <p>The principal risk is that some of our fundraising activities may not bring in the same level of funding they currently provide, which would then mean that the financial support we provide the school would reduce. <del>This will be a significant risk for FY 20/21 following the lockdown caused by the pandemic. Our funding of future purchases for the school may be curtailed in the short term.</del></p>
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### Funds held as custodian trustees on behalf of others

<p>Description of the assets held in this capacity (Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects) (Details of arrangements for safe custody and segregation of such</p>	No assets are held in this capacity
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assets from the charity's own assets)	
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details	There are no non-disclosures of key personnel details
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (for example Secretary, Chair, etc)

Date

**SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION**  
**Charity number:**  
**1168281**

Income &  
 Expenditure Account  
 for the 12 months ended  
 31st March 2021

<b>INCOME</b>		<b>2020/21</b>		
<b>Fund Raising</b>		<b>Expens</b>	<b>Surplu</b>	
<b>Activities</b>	<b>Income</b>	<b>es</b>	<b>s</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
		<b>1</b>	<b>-</b>	
200 Club	-	<b>0</b>	<b>10</b>	
Christmas Fair	-	-	-	
		<b>12</b>	<b>-</b>	
Summer Raffle	-	<b>2</b>	<b>122</b>	

Christmas Raffle	4,909	24 5	4,6 64	
		37		4,5
	4,909	7		32
<b>Social Events</b>				
Quiz Evenings	-	-	-	
Spring Concert	-	}		}
Christmas				
Concert	-	}		}
Internation			-	
Evening	-	}		}
Other Socials	-	}	0	}
	-	-	-	-
<b>Other Income</b>				
Donations (including Uniform Sales)			273	
Easy Fundraising (including Gift Aid)			466	
Amazon				
Commission			220	
Gifted from			114,42	
SGSPTA Ltd			7	
Tax Rebate				
Interest				
Received			2	
				115,388
				119,920
<b>EXPENDITURE</b>				
<b>Donations to School for :-</b>				
<i>11 cameras, 12 battery-packs &amp; art materials (Art Dept) -</i>			4,998	
<i>for computers, coach hire, &amp; minibus fleet</i>			65,00	
<i>running costs-</i>			00	
<i>towards Stem Technician, Library Assistant, &amp; Reading Cloud-</i>			19,495	
				89,493
Miscellaneous costs				-
<b>Surplus (Deficit) for the year</b>				30,427
				119,920
Balance brought forward				119,174
<b>Balance carried forward</b>				149,601

SUTTON GRAMMAR SCHOOL PARENT TEACHER ASSOCIATION

Charity number: 1168281

**Balance Sheet as at 31st March 2021**

	2020/21		2019/20	
	£		£	
<b>Bank Balances</b>				
Business Premium Saver Account (1)			5,063	5,061
Business Premium Saver Account (2)				
Community Current Account			31,054	1,655
Cash in hand	-		60	
	36,117		6,776	
<b>Current Assets</b>				
Debtors (inc Gift Aid Tax rebate)				
SGSPTA Ltd	113,078		111,991	
Stock of drinks				
Easyfundraising/Gift Aid	406	113,484	406	112,397
	149,601		119,174	
<b>Less Current Liabilities</b>				
Income in Advance				
Sundry Creditors				
	149,601		119,174	
<b>Represented By:-</b>				
Reserves				
Income and Expenditure Account balance			149,601	119,174
	149,601		119,174	
I confirm that I have prepared the Accounts of SGS PTA for the period stated.				
Patrick Jacobs (SGSPTA Treasurer)				

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My examination included a review of the accounting records kept by the association and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts and seeking explanations from you as members concerning any such matters. The procedures undertaken do not provide all evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to the statement below.

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.

Kulsoom Sayed ACMA (Independent Examiner)

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07-Dec-21