

# COLLIS PARENTS SCHOOL FUND

England & Wales · Charity number 1171107

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 2017-01-13

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

## Contact

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**Address** Collis Primary School  
Fairfax Road  
Teddington  
Middlesex  
TW11 9BS

**Phone** 02089771458

**Email** [accounts@collis.richmond.sch.uk](mailto:accounts@collis.richmond.sch.uk)

**Website** <https://www.collis.richmond.sch.uk/parent-fund/>

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS OF COLLIS PRIMARY SCHOOL BY PROVIDING FUNDS TO;A) MAINTAIN SPORTS FACILITIES AND IMPROVE RECREATIONAL FACILITIES;B) ESTABLISH NEW BUILDINGS, MAINTAIN AND/OR MAKE IMPROVEMENTS TO EXISTING BUILDINGS AND ENRICH THE SCHOOL ENVIRONMENT AND;C) PROVIDE ITEMS AND SERVICES IN FURTHERANCE OF SAID OBJECT AS TRUSTEES SEE FIT.

**Activities:** The objects of the charity are: To advance the education of the pupils of Collis Primary School by providing funds to:a) Maintain sports facilities and improve recreational facilities;b) Establish new buildings, maintain and/or make improvements to existing buildings and enrich the school environment and;c) Provide items and services in furtherance of said object as trustees see fit.

## Classification

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- **How:** Provides Other Finance
- **What:** Education/training
- **Who:** Children/young People

## Geography

- Richmond Upon Thames

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£25,230	£22,767	-	-
2024-03-31	£24,232	£19,017	-	-
2023-03-31	£26,650	£37,536	-	-
2022-03-31	£22,759	£26,106	-	-
2021-03-31	£27,302	£0	-	-

## Trustees

Name	Role	Appointed
JOSEPHINE ABIGAIL FELIXA GRIEVE	Chair	2017-01-05
Amy Catherine Vogel		2025-02-04
Trent William Bulgin		2023-10-30

**COLLIS PARENTS SCHOOL FUND**

England & Wales - Charity number 1171107

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# Accounts

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**Trustees' Annual Report for the period**

**From :** 01/04/2024 **Period start date**  
**To:** 31/03/2025 **Period end date**

**Charity name:** Collis Parents School Fund

**Charity registration number:** 1171107

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The purposes of the charity are to advance the education of the pupils of Collis Primary School by providing funds to:</b> <ol style="list-style-type: none"> <li><b>1. Maintain sports facilities and improve recreational facilities;</b></li> <li><b>2. Establish new buildings, maintain and /or make improvements to existing buildings and enrich the school environment and;</b></li> <li><b>3. Provide items and services in furtherance of said object as the trustees see fit.</b></li> </ol>
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.	Para 1.17 and 1.19	<b>Voluntary donations (including gift aid) of £25,230 were granted to the Collis Parents School Fund to support activities to provide a full range of classroom learning resources and to improve the school environment.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees have reviewed the guidance on public benefit issued by the Charity Commission and have considered the guidance when planning activities during the period.</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a

Contribution made by volunteers	Para 1.38	n/a
Other		n/a

## Achievements and Performance

	SORP reference	
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.	Para 1.20	<p><b>The Collis Parents School Fund supports the advancement of the education of all pupils at Collis Primary School through the provision of a full range of classroom learning resources that are essential to school life in a large and successful school.</b></p> <p><b>Activities of the Fund included:</b>  <b>The purchase of vital IT equipment including: 3 CTouch screens for whole class teaching, 8 desktop PCs and 3 laptop computers.</b>  <b>The provision of a Reading Diary for all children to promote reading across the school.</b>  <b>Contributing towards essential classroom resources, including purchasing dictionaries, phonics teaching resources and percussion instruments for music teaching.</b>  <b>Providing resources to enhance playtimes for all children.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	n/a
Performance of fundraising activities against objectives set	Para 1.41	n/a
Investment performance against objectives	Para 1.41	n/a
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>complete</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Collis Parents School Fund does not have a Reserves Policy. Any surplus at the year-end-will be carried forward and spent in the following years to further its charitable objects.</b>
Amount of reserves held	Para 1.22	<b>Surplus at year-end £ 26,604.75</b>
Reasons for holding zero reserves	Para 1.22	<b>n/a</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>n/a</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Voluntary donations only</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>n/a</b>
A description of the principal risks facing the charity	Para 1.46	<b>n/a</b>
Other		<b>n/a</b>

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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Collis Parents School Fund Trust Deed, dated 5<sup>th</sup> January 2017</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Trust</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>There must be at least 3 trustees. Apart from the first trustees, every trustee must be appointed for a term of 2 years by resolution of the trustees passed at a special meeting called under Clause 15 of the Trust Deed.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>In selecting individuals for appointment as trustees, the trustees must have regard to skills, knowledge and experience needed for the effective administration of the charity.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>n/a</b>
Relationship with any related parties	Para 1.51	<b>n/a</b>
Other		<b>n/a</b>

### Reference and Administrative details

Charity name	Collis Parents School Fund
Other name the charity uses	n/a
Registered charity number	1171107
Charity's principal address	Collis Primary School Fairfax Road Teddington TW11 9BS

**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	Josephine Abigail Felixa Grieve	Chair		Collis Parents School Fund trustees
2	Trent Bulgin			Collis Parents School Fund trustees
3	Amy Vogel		04/02/2025 – 31/03/2025	Collis Parents School Fund trustees
4	Helen Samuel		01/04/2024 – 03/02/2025	Collis Parents School Fund trustees
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**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

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	

### Additional information (optional)

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

Type of adviser	Name	Address
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#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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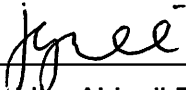
## Other optional information

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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)	Josephine Abigail Felixa Grieve	
Position (eg Secretary, Chair, etc)	Chair	
Date	21/01/2026	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	No (if any)
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## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2024	To	Period end date 31/03/2025
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary donations and gift aid	23,430	1,800	-	25,230	24,232
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>23,430</b>	<b>1,800</b>	<b>-</b>	<b>25,230</b>	<b>24,232</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>23,430</b>	<b>1,800</b>	<b>-</b>	<b>25,230</b>	<b>24,232</b>
<b>A3 Payments</b>					
Donations paid to Collis Primary School	22,767	-	-	22,767	19,017
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>22,767</b>	<b>-</b>	<b>-</b>	<b>22,767</b>	<b>19,017</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>22,767</b>	<b>-</b>	<b>-</b>	<b>22,767</b>	<b>19,017</b>
<b>Net of receipts/(payments)</b>	<b>663</b>	<b>1,800</b>	<b>-</b>	<b>2,463</b>	<b>5,215</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	24,142	-	-	24,142	18,927
<b>Cash funds this year end</b>	<b>24,805</b>	<b>1,800</b>	<b>-</b>	<b>26,605</b>	<b>24,142</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	24,805	1,800	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>24,805</b>	<b>1,800</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

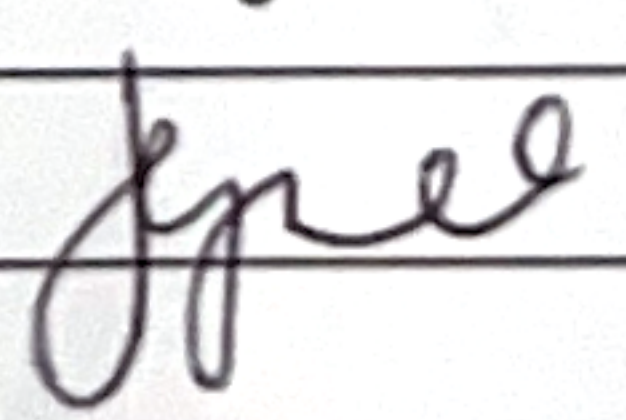
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Jo Grieve	21/01/2026



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Collis Parents School Fund

**On accounts for the year  
ended**

31<sup>st</sup> March 2025

**Charity no  
(if any)**

1171107

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:**

M. Crean

**Date:**

10/12/2025

**Name:**

MARY CREAN

**Relevant professional  
qualification(s) or body  
(if any):**

CTA INSTITUTE OF  
CHARTERED ACCOUNTANTS IN ENGLAND  
& WALES.

**Address:**

21 ST ALBANS GARDENS

TERDINGTON

TW11 8AE

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**COLLIS PARENTS SCHOOL FUND**

England & Wales - Charity number 1171107

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# Accounts

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name Collis Parents School Fund	No (if any) 1171107
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CC16a

### Receipts and payments accounts

For the period from	Period start date 01/04/2022	To	Period end date 31/03/2023
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#### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary donations and Gift Aid	26,650	-	-	26,650	22,759
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>26,650</b>	<b>-</b>	<b>-</b>	<b>26,650</b>	<b>22,759</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>26,650</b>	<b>-</b>	<b>-</b>	<b>26,650</b>	<b>22,759</b>
<b>A3 Payments</b>					
Donations paid to Collis Primary School	37,536	-	-	37,536	26,106
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>37,536</b>	<b>-</b>	<b>-</b>	<b>37,536</b>	<b>26,106</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>37,536</b>	<b>-</b>	<b>-</b>	<b>37,536</b>	<b>26,106</b>
<b>Net of receipts/(payments)</b>	<b>- 10,886</b>	<b>-</b>	<b>-</b>	<b>- 10,886</b>	<b>- 3,347</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	29,813	-	-	29,813	33,160
<b>Cash funds this year end</b>	<b>18,927</b>	<b>-</b>	<b>-</b>	<b>18,927</b>	<b>29,813</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	18,927	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>18,927</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK OK OK

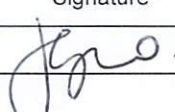
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Josephine Grieve	29.1.24



**Trustees' Annual Report for the period**

**From** 01/04/2022 **Period start date** **To** 31/03/2023 **Period end date**

**Charity name:** Collis Parents School Fund

**Charity registration number:** 1171107

**Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purposes of the charity are to advance the education of the pupils of Collis Primary School by providing funds to: <ol style="list-style-type: none"> <li>1. Maintain sports facilities and improve recreational facilities;</li> <li>2. Establish new buildings, maintain and /or make improvements to existing buildings and enrich the school environment and;</li> <li>3. Provide items and services in furtherance of said object as the trustees see fit.</li> </ol>
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.	Para 1.17 and 1.19	Voluntary donations of £26,649 were granted to the Collis Parents School Fund to support activities to provide a full range of classroom learning resources and to improve the school environment.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have reviewed the guidance on public benefit issued by the Charity Commission and have considered the guidance when planning activities during the period.

**Additional Information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	n/a
Other		n/a

## Achievements and Performance

	SORP reference	
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.	Para 1.20	<p>The Collis Parents School Fund supports the advancement of the education of all pupils at Collis Primary School through the provision of a full range of classroom learning resources that are essential to school life in a large and successful school.</p> <p><b>Activities of the Fund included:</b>            The purchase of the Essential Letters and Sounds (ELS) phonics programme for KS1 and Reception children.            The provision of a Reading Diary for all children to promote reading across the school.            Contributing £150 per class to replenish and update classroom book corners.            The provision of online teaching and learning resources for Art and Geography for all year groups.            A sound system and large venue projector for use in school performances and assemblies.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	n/a
Performance of fundraising activities against objectives set	Para 1.41	n/a
Investment performance against objectives	Para 1.41	n/a
Other		n/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Complete
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Collis Parents School Fund does not have a Reserves Policy. Any surplus at the year-end-will be carried forward and spent in the following years to further its charitable objects.
Amount of reserves held	Para 1.22	Surplus at year-end £18,927
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Voluntary donations only
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	n/a
Other		n/a

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Collis Parents School Fund Trust Deed, dated 5 <sup>th</sup> January 2017
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	There must be at least 3 trustees. Apart from the first trustees, every trustee must be appointed for a term of 2 years by resolution of the trustees passed at a special meeting called under Clause 15 of the Trust Deed.

### Additional Information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	In selecting individuals for appointment as trustees, the trustees must have regard to skills, knowledge and experience needed for the effective administration of the charity.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	n/a
Relationship with any related parties	Para 1.51	n/a
Other		n/a

### Reference and Administrative details

Charity name	Collis Parents School Fund
Other name the charity uses	n/a
Registered charity number	1171107
Charity's principal address	Collis Primary School Fairfax Road Teddington TW11 9BS

**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	Josephine Abigail Felixa Grieve	Chair		Collis Parents School Fund trustees
2	John Jenner			Collis Parents School Fund trustees
3	Helen Samuel			Collis Parents School Fund trustees
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		
n/a		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
n/a		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

### Additional information (optional)

#### Names and addresses of advisers (Optional Information)

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

n/a		

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

n/a
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a
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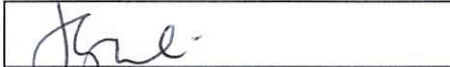
## Other optional information

n/a
-----

## 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)	Josephine Grieve	
Position (eg Secretary, Chair, etc)	Chair	
Date	29.1.24	

# **COLLIS PARENTS SCHOOL FUND**

## **Independent Examiner's report to the trustees of the Collis Parents School Fund**

I report to the trustees on my examination of the accounts of the Collis Parents School Fund for the period ended ~~insert~~ **MARCH 2023**

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

As the charity trustees of the Collis Parents School Fund (the Fund) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Fund's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Signed:

Name: Garth Kenneth William Gillham

Relevant professional qualification or membership of professional bodies (if any): CA (SA), SAICA

Address: 64 Bushy Park Road, Teddington, TW11 9DG

Date: 05 November 2023

**COLLIS PARENTS SCHOOL FUND**

England & Wales - Charity number 1171107

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# Accounts

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## Trustees' Annual Report for the period

Period start date			
01	April	2020	
From		To	
	31	March	2021

### Section A

### Reference and administration details

Charity name

Collis Parents School Fund

Other names charity is known by

Registered charity number (if any)

1171107

Charity's principal address

Collis Primary School

Fairfax Road

Teddington

Postcode

TW11 9BS

### 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	Martin Arthur Bridgewater	Chair		Collis Parents School Fund trustees.
2	John Jenner			Collis Parents School Fund trustees.
3	Josephine Abigail Felixa Grieve			Collis Parents School Fund trustees.
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

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

Name	Dates acted if not for whole year
n/a	

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

Type of adviser	Name	Address

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

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Collis Parents School Fund Trust Deed, dated 5<sup>th</sup> January 2017

How the charity is constituted  
(eg. trust, association, company)

Charitable Trust

Trustee selection methods  
(eg. appointed by, elected by)

There must be at least 3 trustees. Apart from the first trustees, every trustee must be appointed for a term of 2 years by a resolution of the trustees passed at a special meeting called under Clause 15 of the Trust Deed.

### Additional governance issues (Optional information)

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

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

In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity.

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

The objects of the charity are:

To advance the education of the pupils of Collis Primary School by providing funds to:

- a) Maintain sports facilities and improve recreational facilities;
- b) Establish new buildings, maintain and/or make improvements to existing buildings and enrich the school environment and;
- c) Provide items and services in furtherance of said object as trustees see fit.

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

The activities of the Collis Parents School Fund are undertaken for the public benefit and to further its charitable objects. However, during the period activities were paused due to the COVID 19 pandemic.

Voluntary donations of £27,302 were granted to the Fund in the period. These funds have been retained to support activities in future periods.

The trustees have reviewed the guidance on public benefit issued by the Charity Commission and have taken this guidance into account when planning activities during the period.

## Additional details of objectives and activities (Optional information)

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

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

### Section D

### Achievements and performance

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

The Collis Parents School Fund supports the advancement of the education of all pupils at Collis Primary School through the provision of a full range of classroom learning resources that are essential to school life in a large and successful school.

Activities of the Fund during the period were paused due to the COVID 19 pandemic. Voluntary donations granted to the Fund in the period have been retained to support activities in future periods.

## Section E Financial review

Brief statement of the charity's policy on reserves

The Collis Parents School Fund has a Reserve Policy of £5,000.

Any surplus funds at the year-end will be carried forward and spent in the following year to further its charitable objects.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

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

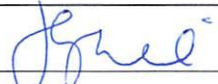
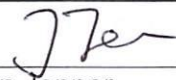
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Josephine Grieve	John Jenner
Position (eg Secretary, Chair, etc)	Trustee	Trustee

Date



**Receipts and payments accounts**

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Voluntary donations and Gift Aid	27,302	-	-	27,302	21,390
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>27,302</b>	<b>-</b>	<b>-</b>	<b>27,302</b>	<b>21,390</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>27,302</b>	<b>-</b>	<b>-</b>	<b>27,302</b>	<b>21,390</b>
<b>A3 Payments</b>					
Donation paid to Collis Primary School - maintenance of school swimming pool	-	-	-	-	-
Donation paid to Collis Primary School - classroom resources	0	-	-	0	36,868
Donation paid to Collis Primary School - on-line classroom resources	-	-	-	-	-
Donation paid to Collis Primary School - Building Improvements	-	-	-	-	465
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>37,333</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>37,333</b>
<b>Net of receipts/(payments)</b>	<b>27,302</b>	<b>-</b>	<b>-</b>	<b>27,302</b>	<b>- 15,943</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,858	-	-	5,858	-
<b>Cash funds this year end</b>	<b>33,160</b>	<b>-</b>	<b>-</b>	<b>33,160</b>	<b>- 15,943</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Collis Parents School Fund	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	33,160	-	-
	Cash	-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>33,160</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK

OK

OK

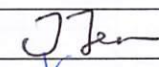
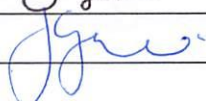
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	<b>Details</b>			
	HMRC Gift Aid Claim due	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	<b>Details</b>			
	n/a		-	-
			-	-
			-	-
			-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>			
	n/a		-	-
			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	<b>Details</b>			
	n/a		-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	John Jenner	25/1/22
	Josephine Grieve	25/1/22

# COLLIS PARENTS SCHOOL FUND

## Independent Examiner's report to the trustees of the Collis Parents School Fund

I report to the trustees on my examination of the accounts of the Collis Parents School Fund for the period ended 31<sup>st</sup> March 2021

### Responsibilities and basis of report

As the charity trustees of the Collis Parents School Fund (the Fund) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Fund's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *HJ King*

Name: HAZEL KING

Relevant professional qualification or membership of professional bodies (if any): ACA, ICEAW

Address: 45 ATRARA ROAD, TROOINGTON, TW11 9PA

Date: 19/01/2022