

WARWICK PREPARATORY SCHOOL ASSOCIATION

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

CHARITY NUMBER: 1172090

WARWICK PREPARATORY SCHOOL ASSOCIATION
(Registered Charity No 1172090)

ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2021

Warwick Preparatory School Association is a registered charity (number 1172090) operated as an Association. It was formed by Resolution in 1969 and is governed by the Objectives and Activities set out in its Constitution, adopted on 6th March 2017. It became a charity on 16th March 2017. Its address is Warwick Preparatory School, Banbury Road, Warwick, CV34 6PL.

Trustees

The charity has no paid staff and is administered by a General Committee elected in September 2020 which comprises:-

President:	Headteacher Mrs Hellen Dodsworth	Treasurer:	Viv Bosworth
Chairperson:	Helen Owen	Trustee:	Lucy Reeves
Deputy Chair:	Antonia Valentine	Trustee:	Clare Harding

Other members (non-Trustees):

Caroline Johnson	Charlotte Juxon	Ruth Harrison
Clare Phillips	Julie Moon	Rob Bradley
Corolee Dorgan	Lucy Dunster	Victoria Guthrie
Linsey May		

Members appointed by other bodies or organisations:

Deborah Ward: Teaching Staff (Prep)
Gill Smeeton: Teaching Staff (Pre-Prep)
Dee Alder: Teaching Staff (Deputy Head)

Objectives and Activities

The objects of Warwick Preparatory School Association (WPSA) are:

- 1) To advance the education of pupils in the school in particular by:
 - (a) developing effective relationships between the staff, parents and others associated with the school.
 - (b) engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.
- 2) To further such charitable purpose or purposes as the trustees in their absolute discretion shall think fit but in particular through the making of grants and donations.

The main activities of WPSA during the year were fundraising events which also provided social occasions for members, and the collection of subscription receipts.

WPSA also runs a Second Hand Uniform Shop.

WARWICK PREPARATORY SCHOOL ASSOCIATION
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ANNUAL REPORT FOR THE YEAR ENDED 31 AUGUST 2021

Achievements

WPSA's activities in 2020/21 were limited by Covid-19, which prevented the running of the MacMillan Coffee Morning, Disco, Christmas Fayre, Quiz Night, Easter Egg Hunt, Bingo Night and Summer Fun Afternoon, as well as preventing us from holding a number of second hand uniform sales. We managed to convert some of these events to online events, including the Christmas Fayre and Quiz Night, and also ran some new online events including a pumpkin carving competition. In place of the usual Summer Fun Afternoon we organised Magic Shows in school for all pupils, which were very well received. The WPSA Uniform Shop continued to sell second hand uniform by setting up an online ordering system, and this proved to be very popular with parents, although it did require many extra volunteer hours.

The total financial support given to the school in the 2020/21 year was £315, which was significantly lower than in previous years due to the impact of Covid-19. WPSA would usually support a wide range of requests for financial assistance from both staff members and the Pupil Council, but these were not received in 2020/21. A further donation of £25,000 was given to the Warwick Independent Schools Foundation for the Project One Campus appeal, which will go towards new play spaces and play equipment for Warwick Prep.

WPSA also donated £500 directly to other charities, and in addition we facilitated a further £825 in direct donations to Myton Hospice via our online Christmas Fayre. We could not hold our usual MacMillan Coffee Morning, but encouraged parents to hold their own at home and donate directly to MacMillan, which resulted in £1,600 being raised. The WPSA second hand uniform shop returned £10,828 to parents in uniform sales, as well as reducing the costs of their uniform purchases.

Financial Matters

Throughout the year the WPSA operated a current account with Lloyds Bank, Warwick Branch, 12 Swan Street, Warwick CV34 4BJ for the holding of cash reserves. The Independent Examiner of the WPSA accounts is Mrs Claire Atteck, of Springwood, Norton Grange, Little Kineton, Warwick CV35 0DP.

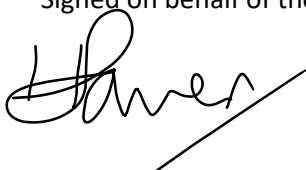
The accounts are prepared on a Receipts and Payments basis. The cash reserves at the year-end were uncommitted although it is the policy of the General Committee to keep accumulated funds to a minimum by supporting as many School projects as possible. Funds for the projects are generally allocated each term and applications for support are submitted by both staff members and the Pupil Council, and evaluated during committee meetings.

No trustee, committee member or persons known to be connected with them received remuneration or benefit directly or indirectly from the Charity during the year.

WPSA is grateful to Warwick Preparatory School and its staff for the operational and administrative support they have given during the period.

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

Signed on behalf of the Charity's Trustees.



Helen Owen
Chairperson
Date: 15 June 2022



Viv Bosworth
Treasurer
Date: 17th June 2022

WARWICK PREPARATORY SCHOOL ASSOCIATION

Registered Charity No: 1172090

ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021

WARWICK PREPARATORY SCHOOL ASSOCIATION

INCOME AND EXPENDITURE ACCOUNT for the year ended 31 August 2021

	Notes	2020/21 £	2020/21 £	2019/20 £	2019/20 £
INCOME					
Subscriptions		260.00		1,230.00	
Gift Aid on subscriptions and donations		1,422.13		636.88	
Fundraising events		5,539.68		15,320.11	
Fundraising Tree		3,205.00			
Second Hand Uniform Shop		20,154.57		11,368.70	
Amazon Smile & Easyfundraising		23.44			
Bank interest received		0.57		2.88	
TOTAL INCOME			30,605.39		28,558.57
EXPENDITURE					
Direct Charitable Expenditure					
Warwick Prep School/ POC* donations	3	25,315.11		16,395.25	
Charity donations	2	500.00		1,618.93	
U2/L2 leavers gifts		1,155.12		1,120.79	
Fund Raising Expenditure					
Cost of running WPSA events	1	2,269.21		6,985.35	
Fundraising Tree costs**		5,686.90			
Second Hand Uniform Shop***		11,045.92		6,214.37	
Management & Administration					
Administration Costs	4	157.80		284.49	
			46,130.06		32,619.18
SURPLUS GENERATED FOR THE YEAR			(15,524.67)		(4,060.61)

* Project One Campus to fund play spaces for Warwick Prep

** One off costs to cover tree installation and first 100 engraved plaques

*** Parent payments and card fees

WARWICK PREPARATORY SCHOOL ASSOCIATION EXCLUDING UNIFORM SHOP
INCOME AND EXPENDITURE ACCOUNT for the year ended 31 August 2021

	<i>Notes</i>	2020/21	2020/21	2019/20	2019/20
		£	£	£	£
INCOME					
Income from WPSA events*	<i>1</i>	5,539.68		15,320.11	
Subscriptions		260.00		1,230.00	
Fundraising Tree donations		3,205.00			
Gift Aid on subscriptions & donations		1,422.13		636.88	
Amazon Smile & Easyfundraising		23.44			
Bank interest received		0.57		2.88	
TOTAL INCOME			<u>10,450.82</u>		<u>17,189.87</u>
EXPENDITURE					
Cost of WPSA events	<i>1</i>	2,269.21		6,985.35	
Fundraising Tree costs**		5,686.90			
Charity donations	<i>2</i>	200.00		1,086.95	
Warwick Prep / POC*** donations	<i>3</i>	15,315.11		11,395.25	
U2/L2 leavers gifts		1,155.12		1,120.79	
Administration Costs	<i>4</i>	123.00		219.49	
TOTAL EXPENDITURE			<u>24,749.34</u>		<u>20,807.83</u>
SURPLUS GENERATED FOR THE YEAR			<u>(14,298.52)</u>		<u>(3,617.96)</u>

* The Covid-19 pandemic prevented the running of many of the usual events

** One off costs to cover tree installation and first 100 engraved plaques

*** Project One Campus to fund play spaces for Warwick Prep

WARWICK PREPARATORY SCHOOL ASSOCIATION - UNIFORM SHOP
INCOME AND EXPENDITURE ACCOUNT for the year ended 31 August 2021

	<i>Notes</i>	2020/21	2020/21	2019/20	2019/20
		£	£	£	£
INCOME					
Proceeds - secondhand uniform sales		19,927.47		11,179.90	
Bag 2 School		227.10		188.80	
TOTAL INCOME			<u>20,154.57</u>		<u>11,368.70</u>
EXPENDITURE					
Parent uniform payment		10,828.43		6,002.85	
Pay-pal and credit/debit card charges		217.49		211.52	
Administration Costs		34.80		65.00	
School Blazer Uniform Stock				-	
Charity Donations	2	300.00		531.98	
School donations	3	10,000.00		5,000.00	
			<u>21,380.72</u>		<u>11,811.35</u>
SURPLUS GENERATED FOR THE YEAR			<u>(1,226.15)</u>		<u>(442.65)</u>

WARWICK PREPARATORY SCHOOL ASSOCIATION

BALANCE SHEET as at 31 August 2021

	2020/21	2020/21	2019/20	2019/20
	£	£	£	£
CURRENT ASSETS				
Cash at bank - WPSA	9,632.24		25,097.83	
Cash at bank - Uniform shop	10,982.32		12,048.33	
		<u>20,614.56</u>		<u>37,146.16</u>
ACCUMULATED FUNDS				
General fund opening balance	25,097.83		28,149.06	
Surplus generated for the year	(14,298.52)		(3,617.96)	
Unpresented payments current year	-		1,276.07	
Unreceived income from current year	-		-	
Income received from previous year	-		43.00	
Payments presented from previous year	(1,167.07)		(752.34)	
		<u>9,632.24</u>		<u>25,097.83</u>
Uniform shop fund opening balance	12,048.33		12,692.42	
Surplus generated for the year	(1,226.15)		(442.65)	
Unreceived income current year			(160.14)	
Unpresented payments current year			8.40	
Payments presented from previous year	160.14		(49.70)	
		<u>10,982.32</u>		<u>12,048.33</u>
TOTAL FUNDS 31ST AUGUST		<u>20,614.56</u>		<u>37,146.16</u>

WARWICK PREPARATORY SCHOOL ASSOCIATION

NOTES TO THE INCOME AND EXPENDITURE ACCOUNT for the year ended 31 August 2021

1 Breakdown of WPSA events	2020/21			2019/20		
	Income	Costs	Net Income	Income	Costs	Net Income
	£	£	£	£	£	£
Macmillan coffee morning	-	29.95	- 29.95	1,086.95	-	1,086.95
Quiz night	349.95	11.23	338.72	2,515.78	893.69	1,622.09
Summer Fun Afternoon	-	-	-	-	-	-
Christmas Fair & Raffle	898.03	83.10	814.93	2,791.65	590.02	2,201.63
Christmas Puddings	-	-	-	287.66	11.38	276.28
Middle school disco	-	-	-	2,211.35	1,275.93	935.42
Film night	-	-	-	981.75	286.21	695.54
Easter Egg hunt	24.05	1.08	22.97	230.00	239.69	- 9.69
Summer Ball	-	-	-	-	500.00	- 500.00
Donations	-	-	-	173.23	5.93	167.30
Oddballs Hats	815.15	12.72	802.43	5,041.73	3,182.49	1,859.24
Pumpkin Carving Competition	202.00	6.95	195.05			
Pancake Competition	183.50	5.55	177.95			
Magic Show	3,067.00	2,118.63	948.37			
	5,539.68	2,269.21	3,270.47	15,320.11	6,985.35	8,334.76

2 Charity donations	2020/21	2019/20
	£	£
<i>Main WPSA funds</i>		
Macmillan*	-	1,086.95
Myton Hospice	200.00	
	200.00	1,086.95
<i>Uniform Shop funds</i>		
Macmillan*	-	255.98
Global Care	300.00	276.00
	300.00	531.98
Total Charity Donations	500.00	1,618.93

* The 2021 MacMillan event could not be held - parents held a coffee morning at home instead and gave directly to MacMillan

3 Warwick Prep school donations	2020/21	2019/20
<i>Main WPSA funds</i>		
Panto Online (Xmas Gift)	150.00	60 Platinum star badges 103.20
Platinum Awards	165.11	600 House Badges 484.38
		Eco-committee badges 31.50
		Quiz decorations and Christmas Elf Hats 222.60
		2018/19 Backpack Books 61.69
		Badges 491.88
Project One Campus Plus - Play Spaces	15,000.00	Project One Campus Plus - Play Spaces 10,000.00
	15,315.11	11,395.25
<i>Uniform Shop funds</i>		
Project One Campus Plus	10,000.00	Project One Campus Plus 5,000.00
Total Warwick Prep Donations	25,315.11	16,395.25

4 Administration Costs	2020/21	2019/20
	£	£
<i>Main WPSA funds</i>		
Public Liability Insurance	123.00	Storage boxes for WPSA storage area 27.50
		Polaroid camera 69.99
		Public Liability Insurance 122.00
<i>Uniform Shop funds</i>		
New card reader	34.80	Storage boxes for uniform 65.00
	157.80	284.49



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

WARWICK PREPARATORY SCHOOL ASSOCIATION

**On accounts for the year
ended**

31 AUGUST 2021

**Charity no
(if any)**

1172090

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2021.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

Name:

Claire Atteck

Date:

15/06/2022

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

ACA (ICAEW)

Address:

Springwood, Norton Grange,

Little Kineton, Warwick

CV35 0DP

Section B**Disclosure**

Only complete if the examiner needs to highlight material 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.

N/A