



ST PETER'S SCHOOL PARENTS ASSOCIATION (ROMFORD)
Charity Commission Reg No. 1181789
Parentkind Association Membership No. 36830



Trustees' Annual Report

For the period

1 September 2022 – 31 August 2023

Section A: Reference and Administrative Information

Charity Name:	St Peter's School Parents Association (Romford)
Charity registration details:	A registered charity in England and Wales (1181789)
Principal Address:	St. Peter's Primary School, Dorset Avenue, Romford, RM1 4JA
Current Trustees/Officers:	Chairperson: Annette Carol Bacon Treasurer: Vikas Sharma
Other Committee Members:	Jenny Waterfield, Jenny Selby, Katie Glavin

Section B: Structure Governance and Management

Governing document

St Peter's School Parents Association is an unincorporated association, Its charitable objects and administrative arrangements are set out in its constitution as adopted for the current term on 24 January 2019, we adopted the Parentkind (formerly PTA UK) constitution in full.

Recruitment and appointment of trustees

The Group's Annual General Meeting (AGM), which is held in November each year, elects the Committee members, then the Committee elects the Officers from amongst its members.

DBS checks are carried out at commencement of voluntary service or leadership. These checks are carried out every three years in line with statutory requirements.

St Peter's School Parents Association is a member of Parentkind, formerly PTA UK, which provides Public Liability Insurance, resources, help and advice, as well as opportunities for workshops.

St Peter's School Parents Association carries out a risk assessment ahead of all activities it undertakes and keeps them on file for future reference.

Section C: Objectives and Activities Charitable purpose

Summary of Objectives

The Group's charitable purpose, as stated in its constitution, is to raise money to provide additional resources to support the children of the school and to help enhance their learning environment.

Summary of Activities

In order to meet its objectives, St Peter's School Parents Association raise funds for the additional resources by providing a number of events throughout the year. These include but not limited to:

- Children's Discos
- Christmas Craft and Coffee Afternoon
- Mother's Day / Father's Day shopping events for children
- Summer Fayre
- Y6 Leavers Disco
- Treats at Christmas and Easter
- Ice Lolly stalls during the Summer Term

In addition the above we purchase a number of items for resale including but not limited to:

- Theatre tickets
- Adventure Island wristbands
- Trampoline Park tickets

Section D: Achievements and Performance

Summary of main achievements

Having raised sufficient funds we were able to provide the school with Investment into their IT equipment to bring them up to standard to meet with latest operating platforms deployed for student learning.

We were also able to contribute a substantial donation to the school for playground refurbishments.

Section E: Financial Review

Historical Summary

Changes in Fiscal Year 2023 – There have been no significant changes during the current year.

Trustee's remuneration and expenses

The two officers and three other committee members did not receive any remuneration during the year.

Reserves

The Group held unrestricted funds of £46,633.98 at the year end.

Of this sum we hold back £6,000 towards an initial outlay for items such as theatre tickets, adventure islands tickets and stock for our events, which we then see a return on that investment following the success of the event.

Approved by the trustees at the charity's AGM Date of 11th October 2023 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'eBacon'.

Annette Bacon – Chairperson – Date 15 October 2023



ST PETER'S SCHOOL PARENTS ASSOCIATION (ROMFORD)
Charity Commission Reg No. 1181789
Parentkind Association Membership No. 36830



Income and Expenditure Account

For the period

1 September 2022 – 31 August 2023

Income and Expenditure Account for the year ended 31st August 2022

Balance brought forward	£40,998.91	
Income from fund raising activities 01.09.2022 – 31.08.2023	£36,720.83	
Expenditure		£31,085.76
Balance carried forward		£46,633.98

Represented by:

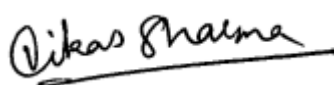
Metro Bank Community Account	£46,633.98
Total Current Assets as at 31st August 2023	£46,633.98

Trustees statement

The statement of accounts has been prepared on a receipts and payments basis. The undersigned confirm on behalf of the St Peter's Parents Association Committee that the accounts represent a correct record for the reporting period. The accounts will be received by ordinary members attending the Annual General Meeting.



Annette Bacon – Chairperson
Date – 01 September 2023



Vikas Sharma
Date – 01 September 2023

	Sum of In	Sum of Out
Donations to Others	£ 831.00	-£ 1,116.09
01/11/2022		-£ 52.53
Parish Bazaar Grotto		-£ 52.53
20/12/2022		-£ 232.56
Donation to Crisis at Christmas		-£ 232.56
11/01/2023	£ 831.00	-£ 188.00
BCCS	£ 376.00	-£ 188.00
CAFOD	£ 455.00	
13/01/2023		-£ 643.00
BCCS		-£ 188.00
CAFOD		-£ 455.00
Fundraising Activities	£ 35,297.97	-£ 15,282.59
02/09/2022	£ 48.00	
Adventure Island	£ 48.00	
07/09/2022	£ 360.00	
Lucky Numbers	£ 360.00	
08/09/2022	£ 60.00	
Lucky Numbers	£ 60.00	
09/09/2022	£ 60.00	
Lucky Numbers	£ 60.00	
12/09/2022	£ 40.00	
Lucky Numbers	£ 40.00	
14/09/2022	£ 100.00	
Lucky Numbers	£ 100.00	
15/09/2022	£ 120.00	
Panto 2022	£ 120.00	
16/09/2022	£ 250.00	
Donations	£ 250.00	
23/09/2022	£ 32.00	
Adventure Island	£ 32.00	
26/09/2022	£ 259.75	
Gift Aid	£ 259.75	
30/09/2022	£ 40.00	
Lucky Numbers	£ 40.00	
03/10/2022	£ 20.00	
Lucky Numbers	£ 20.00	
06/10/2022	£ 48.00	
Lucky Numbers	£ 48.00	
07/10/2022	£ 20.00	
Lucky Numbers	£ 20.00	
10/10/2022	£ 69.83	
2nd Hand Uniform	£ 9.83	
Lucky Numbers	£ 60.00	
11/10/2022	£ 120.00	
Lucky Numbers	£ 120.00	
12/10/2022	£ 20.00	
Lucky Numbers	£ 20.00	
13/10/2022	£ 20.00	

Lucky Numbers	£ 20.00	
17/10/2022	£ 64.00	-£ 50.00
Adventure Island	£ 64.00	
Christmas Gifts 2022		-£ 50.00
18/10/2022	£ 205.00	
Adventure Island	£ 80.00	
Lucky Numbers	£ 20.00	
Theatre Tickets	£ 105.00	
24/10/2022	£ 32.00	
Adventure Island	£ 32.00	
25/10/2022	£ 16.00	
Adventure Island	£ 16.00	
26/10/2022	£ 16.00	
Adventure Island	£ 16.00	
31/10/2022		-£ 11.97
Christmas Gifts 2022		-£ 11.97
04/11/2022	£ 20.00	
Lucky Numbers	£ 20.00	
08/11/2022	£ 20.00	
Lucky Numbers	£ 20.00	
10/11/2022		-£ 303.20
Bingo		-£ 303.20
11/11/2022		-£ 350.00
Bingo		-£ 350.00
14/11/2022		-£ 168.07
Christmas Gifts 2022		-£ 69.07
St Peters Got Talent 2022		-£ 99.00
15/11/2022		-£ 15.50
Christmas Gifts 2022		-£ 15.50
17/11/2022		-£ 26.70
Christmas Gifts 2022		-£ 26.70
21/11/2022		-£ 495.00
Christmas Panto		-£ 495.00
22/11/2022	£ 66.85	
Easyfundraising	£ 66.85	
23/11/2022	£ 36.00	
2nd Hand Uniform	£ 20.00	
Adventure Island	£ 16.00	
24/11/2022	£ 75.00	
Panto 2022	£ 75.00	
29/11/2022	£ 1,309.82	
Bingo	£ 636.28	
Break the Rules Day Oct 22	£ 553.54	
Panto 2022	£ 120.00	
01/12/2022	£ 315.00	
Theatre Tickets	£ 315.00	
02/12/2022	£ 14.00	
Christmas Gifts 2022	£ 14.00	
05/12/2022		-£ 215.84

Christmas Gifts 2022		-£ 215.84
08/12/2022	£ 248.55	-£ 286.28
Christmas Gifts 2022		-£ 286.28
Reception Nativity Photos	£ 248.55	
09/12/2022	£ 65.40	
Christmas Gifts 2022	£ 42.00	
Reception Nativity Photos	£ 23.40	
12/12/2022		-£ 38.99
Christmas Gifts 2022		-£ 38.99
13/12/2022	£ 21.00	
Christmas Gifts 2022	£ 21.00	
14/12/2022	£ 1,000.70	
Christmas Gifts 2022	£ 1,000.70	
19/12/2022		-£ 70.00
Children's Disco Jan 2023		-£ 70.00
11/01/2023	£ 1,301.00	-£ 250.00
2nd Hand Uniform	£ 130.00	
Bingo	£ 200.00	
Break the Rules Day Oct 22	£ 470.00	
Christmas Jumper Day	£ 231.00	
Coffee Afternoon	£ 270.00	
Lucky Numbers		-£ 250.00
18/01/2023		-£ 479.44
Disco		-£ 29.54
Mother's Day Gifts		-£ 449.90
19/01/2023		-£ 23.97
Disco		-£ 23.97
23/01/2023	£ 945.00	-£ 308.38
Disco		-£ 308.38
Theatre Tickets	£ 945.00	
24/01/2023	£ 70.00	-£ 101.35
Disco		-£ 101.35
Theatre Tickets	£ 70.00	
25/01/2023	£ 210.00	
Theatre Tickets	£ 210.00	
26/01/2023		-£ 485.17
Disco		-£ 228.40
Mother's Day Gifts		-£ 256.77
27/01/2023		-£ 136.23
Disco		-£ 96.29
St Peter's Got Talent		-£ 39.94
30/01/2023	£ 1,034.28	-£ 250.86
Disco	£ 1,034.28	
St Peter's Got Talent		-£ 250.86
31/01/2023	£ 560.00	-£ 19.90
St Peter's Got Talent		-£ 19.90
Theatre Tickets	£ 560.00	
02/02/2023		-£ 908.25
Mother's Day Gifts		-£ 32.43

St Peter's Got Talent		-£ 875.82
06/02/2023	£ 611.20	
ClassFundraising	£ 483.65	
St Peter's Got Talent	£ 127.55	
07/02/2023	£ 109.96	
St Peter's Got Talent	£ 109.96	
08/02/2023	£ 507.78	-£ 200.00
St Peter's Got Talent	£ 322.78	
Theatre Tickets	£ 185.00	-£ 200.00
14/02/2023	£ 70.58	
Easyfundraising	£ 70.58	
17/02/2023		-£ 3,587.50
Theatre Tickets		-£ 3,587.50
21/02/2023	£ 200.00	
Adventure Island	£ 80.00	
Theatre Tickets	£ 120.00	
03/03/2023		-£ 575.00
Theatre Tickets		-£ 575.00
07/03/2023	£ 120.00	-£ 18.87
Mother's Day Gifts		-£ 18.87
Theatre Tickets	£ 120.00	
08/03/2023	£ 305.00	-£ 1,000.00
Summer Fayre		-£ 1,000.00
Theatre Tickets	£ 305.00	
10/03/2023	£ 300.00	-£ 115.99
Mother's Day Gifts		-£ 115.99
Theatre Tickets	£ 300.00	
13/03/2023	£ 20.00	
Mother's Day Gifts	£ 20.00	
15/03/2023	£ 10.50	
Mother's Day Gifts	£ 10.50	
17/03/2023	£ 1,305.65	
Mother's Day Gifts	£ 1,305.65	
20/03/2023		-£ 49.77
Mother's Day Gifts		-£ 49.77
21/03/2023	£ 35.00	
Theatre Tickets	£ 35.00	
22/03/2023	£ 3.50	
Mother's Day Gifts	£ 3.50	
24/03/2023	£ 255.00	-£ 40.00
Mother's Day Gifts		-£ 40.00
Theatre Tickets	£ 255.00	
28/03/2023	£ 625.00	
Mother's Day Gifts	£ 25.00	
Theatre Tickets	£ 600.00	
29/03/2023	£ 220.00	
Theatre Tickets	£ 220.00	
30/03/2023		-£ 12.30
Mother's Day Gifts		-£ 12.30

31/03/2023	£ 60.00	
Theatre Tickets	£ 60.00	
04/04/2023	£ 288.00	
Adventure Island	£ 48.00	
Theatre Tickets	£ 240.00	
21/04/2023		-£ 103.00
Easter Parade		-£ 103.00
25/04/2023		-£ 19.98
Easter Parade		-£ 19.98
26/04/2023	£ 180.00	
Theatre Tickets	£ 180.00	
28/04/2023	£ 4,696.50	
Adventure Island	£ 32.00	
Children's Disco 2023	£ 1,093.00	
Coffee Afternoon	£ 185.00	
Easter Parade	£ 191.50	
Mothers Day Gifts 2023.	£ 60.00	
Own Clothes Day	£ 300.00	
St Peter's Got Talent	£ 2,660.00	
Theatre Tickets	£ 175.00	
04/05/2023	£ 65.00	
Theatre Tickets	£ 65.00	
05/05/2023	£ 132.00	-£ 1,035.00
Adventure Island	£ 32.00	
Summer Fayre	£ 100.00	
Theatre Tickets		-£ 1,035.00
09/05/2023	£ 120.00	
Theatre Tickets	£ 120.00	
11/05/2023	£ 55.00	
Theatre Tickets	£ 55.00	
16/05/2023	£ 82.77	
Easyfundraising	£ 82.77	
24/05/2023	£ 280.00	
Theatre Tickets	£ 280.00	
06/06/2023	£ 518.10	
Break the Rules Day May 23	£ 518.10	
07/06/2023	£ 327.50	
Theatre Tickets	£ 327.50	
08/06/2023		-£ 220.00
Summer Fayre		-£ 220.00
09/06/2023	£ 1,147.50	-£ 887.00
Bingo	£ 965.00	-£ 887.00
Summer Fayre	£ 100.00	
Theatre Tickets	£ 82.50	
12/06/2023	£ 100.00	-£ 281.98
Father's Day Gifts		-£ 281.98
Summer Fayre	£ 100.00	
13/06/2023	£ 28.00	-£ 587.42
Bingo	£ 14.00	

Father's Day Gifts	£ 14.00	-£ 587.42
14/06/2023	£ 829.58	
Father's Day Gifts	£ 829.58	
15/06/2023	£ 6.00	
Father's Day Gifts	£ 3.50	
Summer Fayre	£ 2.50	
16/06/2023		-£ 130.55
Summer Fayre		-£ 130.55
19/06/2023	£ 77.00	-£ 620.42
Father's Day Gifts	£ 74.00	
Ice Lolly Fridays		-£ 74.00
Summer Fayre	£ 3.00	-£ 546.42
20/06/2023	£ 113.28	-£ 110.76
Father's Day Gifts	£ 73.28	
Ice Lolly Fridays		-£ 110.76
Theatre Tickets	£ 40.00	
21/06/2023	£ 20.00	-£ 381.51
Summer Fayre		-£ 381.51
Theatre Tickets	£ 20.00	
22/06/2023		-£ 18.66
Summer Fayre		-£ 18.66
23/06/2023	£ 9,997.85	-£ 90.23
Bingo	£ 143.00	
Ice Lolly Fridays	£ 114.00	
Summer Fayre	£ 9,604.35	-£ 90.23
Theatre Tickets	£ 136.50	
26/06/2023	£ 1,294.00	
Break the Rules Day May 23	£ 40.00	
Father's Day Gifts	£ 36.00	
Ice Lolly Fridays	£ 78.00	
Summer Fayre	£ 1,020.00	
Theatre Tickets	£ 120.00	
27/06/2023	£ 25.00	-£ 108.00
Ice Lolly Fridays		-£ 108.00
Summer Fayre	£ 25.00	
28/06/2023	£ 92.00	
Summer Fayre	£ 92.00	
30/06/2023		-£ 32.18
Ice Lolly Fridays		-£ 32.18
03/07/2023	£ 165.00	
Theatre Tickets	£ 165.00	
05/07/2023		-£ 10.40
Ice Lolly Fridays		-£ 10.40
07/07/2023	£ 250.00	
Summer Fayre	£ 250.00	
13/07/2023	£ 16.00	-£ 50.97
Adventure Island	£ 16.00	
Sports Day		-£ 50.97
14/07/2023	£ 50.00	

Theatre Tickets	£	50.00	
19/07/2023	£	25.00	
Theatre Tickets	£	25.00	
15/08/2023	£	80.00	
Adventure Island	£	80.00	
22/08/2023	£	144.54	
Adventure Island	£	96.00	
Easyfundraising	£	48.54	
Money Spent on School	£	591.86	-£ 14,415.11
13/09/2022			-£ 180.79
Playground Equipment			-£ 180.79
16/09/2022			-£ 6.35
Refreshments for Mass			-£ 6.35
22/09/2022			-£ 50.80
Fruit Tuck Shop			-£ 50.80
26/09/2022			-£ 546.00
Jubilee Bookmarks			-£ 546.00
28/09/2022			-£ 34.99
Art Supplies			-£ 34.99
30/09/2022			-£ 691.39
Leavers Bibles			-£ 691.39
05/10/2022			-£ 48.75
Fruit Tuck Shop			-£ 48.75
12/10/2022			-£ 39.81
Fruit Tuck Shop			-£ 39.81
13/10/2022			-£ 74.04
Christmas Treat for Children			-£ 74.04
19/10/2022			-£ 47.65
Fruit Tuck Shop			-£ 47.65
02/11/2022			-£ 38.85
Fruit Tuck Shop			-£ 38.85
09/11/2022			-£ 48.70
Fruit Tuck Shop			-£ 48.70
11/11/2022			-£ 7.50
Fruit Tuck Shop			-£ 7.50
16/11/2022			-£ 38.78
Fruit Tuck Shop			-£ 38.78
23/11/2022			-£ 33.41
Fruit Tuck Shop			-£ 33.41
07/12/2022	£	53.15	-£ 75.06
Fruit Tuck Shop	£	53.15	-£ 75.06
12/12/2022			-£ 105.81
Christmas Treat 2022			-£ 105.81
13/12/2022			-£ 7.50
Fruit Tuck Shop			-£ 7.50
14/12/2022	£	42.11	-£ 42.11
Fruit Tuck Shop	£	42.11	-£ 42.11
19/12/2022			-£ 30.00
Eco Council Bird Table			-£ 30.00

20/12/2022		-£	6.00
Christmas Treat 2022		-£	6.00
11/01/2023		-£	37.69
Fruit Tuck Shop		-£	37.69
18/01/2023		-£	224.68
Fruit Tuck Shop		-£	47.82
OFSTED Treat		-£	176.86
10/02/2023		-£	114.10
Fruit Tuck Shop		-£	114.10
13/02/2023		-£	7.50
Fruit Tuck Shop		-£	7.50
01/03/2023		-£	40.77
Fruit Tuck Shop		-£	40.77
03/03/2023		-£	88.99
Year 6 Leavers		-£	88.99
08/03/2023		-£	35.00
Prizes for Easter Events		-£	35.00
13/03/2023		-£	7.50
Fruit Tuck Shop		-£	7.50
23/03/2023		-£	65.56
Easter Treat		-£	65.56
24/03/2023		-£	40.00
Plants for School Grounds		-£	40.00
29/03/2023		-£	400.00
Year 6 Leavers		-£	400.00
11/04/2023		-£	39.60
Year 6 Leavers		-£	39.60
03/05/2023	£	114.10	
Fruit Tuck Shop	£	114.10	
09/05/2023		-£	40.41
Fruit Tuck Shop		-£	40.41
11/05/2023		-£	47.98
Fruit Tuck Shop		-£	47.98
15/05/2023		-£	29.09
Diversity Day		-£	29.09
17/05/2023		-£	46.01
Fruit Tuck Shop		-£	46.01
22/05/2023		-£	94.05
Feast Day Ice Pops		-£	94.05
24/05/2023		-£	57.56
Fruit Tuck Shop		-£	57.56
06/06/2023		-£	80.85
Playground Equipment		-£	80.85
08/06/2023		-£	41.26
Fruit Tuck Shop		-£	41.26
14/06/2023		-£	49.95
Fruit Tuck Shop		-£	49.95
16/06/2023		-£	457.83
Mass Set from Lourdes		-£	457.83

21/06/2023		-£ 62.03
Fruit Tuck Shop		-£ 62.03
23/06/2023		-£ 467.50
Year 6 Leavers		-£ 467.50
26/06/2023	£ 336.00	
Fruit Tuck Shop	£ 336.00	
27/06/2023		-£ 301.70
Football Kits		-£ 209.87
Playground Equipment		-£ 91.83
29/06/2023		-£ 280.70
Refreshments for New Parents Meeting		-£ 14.00
Year 6 Leavers		-£ 266.70
03/07/2023	£ 45.00	-£ 477.29
Fruit Tuck Shop		-£ 47.30
Playground Equipment		-£ 429.99
Year 6 Leavers	£ 45.00	
05/07/2023		-£ 425.65
Refreshments for New Parents Meeting		-£ 25.65
Year 6 Leavers		-£ 400.00
10/07/2023		-£ 6,662.02
2 x Mud Kitchens		-£ 659.98
Art Room Ipad		-£ 373.00
Christmas Panto		-£ 700.00
Dancing Ribbons		-£ 142.89
Drum Set		-£ 128.23
E Safety Course		-£ 1,250.00
Musical Instruments		-£ 46.92
School Hall Projector		-£ 3,361.00
11/07/2023		-£ 164.28
Year 6 Leavers		-£ 164.28
12/07/2023		-£ 46.94
Fruit Tuck Shop		-£ 46.94
13/07/2023		-£ 476.79
Parents Evening		-£ 14.50
Year 6 Leavers		-£ 462.29
14/07/2023		-£ 230.00
Year 6 Leavers		-£ 230.00
17/07/2023		-£ 91.99
Playground Equipment		-£ 91.99
18/07/2023		-£ 39.64
Year 6 Leavers		-£ 39.64
19/07/2023		-£ 175.51
Year 6 Leavers		-£ 175.51
20/07/2023		-£ 126.44
Year 6 Leavers		-£ 126.44
21/07/2023	£ 1.50	-£ 185.96
Fruit Tuck Shop	£ 1.50	-£ 185.96
PA Admin		-£ 271.97
17/10/2022		-£ 19.35

AGM Refreshments		-£	19.35
20/03/2023		-£	140.00
Insurance		-£	140.00
19/05/2023		-£	28.99
A3 Laminator		-£	28.99
19/06/2023		-£	53.21
Refreshments for Meeting		-£	53.21
23/06/2023		-£	17.00
Envelopes		-£	17.00
11/07/2023		-£	9.00
Plastic Glasses		-£	9.00
28/07/2023		-£	4.42
Bank Charges		-£	4.42
Grand Total	£ 36,720.83	-£	31,085.76

Independent examiner's report to the trustees of ST PETER'S SCHOOL PARENTS ASSOCIATION (ROMFORD)

I report to the trustees on my examination of the accounts of the **ST PETER'S SCHOOL PARENTS ASSOCIATION (ROMFORD)** (the Trust) for the year ended 31st August 2023.

Responsibilities and basis of report

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

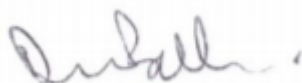
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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



Signed:

Name: D.M. Belbin FCA, DChA

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

Address: Clemence Hoar Cummings, Chartered Accountants, Riverside House, 1-5 Como Street, Romford, Essex, RM7 7DN

Date: 12 September 2023