



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 2023 – 31 August 2024

Parentkind
Member Association

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: Kaushal Avinash Khadaroo
Other Committee Members:	Jenny Waterfield, Jenny Selby,

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
- Break the Rules Days

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

- Theatre tickets
- Ice Lollies for Ice lolly Fridays

Section D: Achievements and Performance

Summary of main achievements

Having raised sufficient funds we were able to provide the school with continued Investment into their IT equipment to provide a mobile learning suite of Chrome Books.

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

Section E: Financial Review

Historical Summary

Changes in Fiscal Year 2024 – There have been no significant changes during the current year.

Trustee's remuneration and expenses

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

Reserves

The Group held unrestricted funds of £25,679.56 at the year end.

Of this sum we hold back £6,000 towards an initial outlay for items such as theatre 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 15th October 2024 and signed on their behalf by:

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

Annette Bacon – Chairperson – Date 17 October 2024



ST PETER'S SCHOOL PARENTS ASSOCIATION (ROMFORD)
Charity Commission Reg No. 1181789
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Income and Expenditure Account

For the period

1 September 2023 – 31 August 2024

Income and Expenditure Account for the year ended 31st August 2024

Balance brought forward	£46,633.98	
Income from fund raising activities 01.09.2023 – 31.08.2024	£32,881.30	
Expenditure		£53,835.72
Balance carried forward		£25,679.56

Represented by:

Metro Bank Community Account	£25,679.56
Total Current Assets as at 31st August 2024	£25,679.56

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 2024



Kaushal Avinash Khadaroo
Date – 01 September 2024

	Sum of In	Sum of Out
Donation to Others		£ 320.90
St Edwards Parish Bazaar		£ 320.90
01/12/2023		£ 23.40
04/12/2023		£ 90.00
13/10/2025		£ 207.50
Fundraising Activities	£ 29,363.36	£ 9,699.85
2nd Hand Uniform	£ 364.00	
11/10/2023	£ 250.00	
10/04/2024	£ 114.00	
Children's Disco	£ 2,496.67	£ 687.17
12/10/2023	£ 185.96	
23/01/2024	£ 1,216.80	
26/01/2024		£ 687.17
10/07/2024	£ 772.21	
22/07/2024	£ 279.20	
25/07/2024	£ 42.50	
Christmas Cards	£ 234.50	
19/01/2024	£ 234.50	
Coffee Afternoon	£ 244.75	
10/04/2024	£ 244.75	
Easyfundraising	£ 359.61	
14/11/2023	£ 45.76	
13/02/2024	£ 71.07	
14/05/2024	£ 127.61	
13/08/2024	£ 115.17	
Gift Sales	£ 1,503.45	£ 1,102.75
01/03/2024	£ 1,403.45	
04/03/2024	£ 7.00	
06/03/2024	£ 3.50	
11/03/2024	£ 59.50	
12/03/2024		£ 1,022.49
10/04/2024	£ 30.00	
19/06/2024		£ 20.94
20/06/2024		£ 59.32
Ice Lolly Fridays	£ 335.00	£ 101.45
28/09/2023	£ 245.00	
01/07/2024		£ 101.45
25/07/2024	£ 90.00	
Prayer Garden Fire Pit	£ 1,080.00	
10/07/2024	£ 1,080.00	
St Peter's Got Talent	£ 3,905.50	£ 1,210.49
30/01/2024		£ 28.50
07/02/2024	£ 1.00	
09/02/2024		£ 1,181.99
12/02/2024	£ 394.50	
10/06/2024	£ 3,510.00	
Summer Fayre	£ 13,035.80	£ 2,670.49
29/09/2023	£ 1,000.00	
25/04/2024	£ 17.00	

20/05/2024	£	25.00	
28/05/2024			£ 60.00
05/06/2024			£ 1,860.15
19/06/2024			£ 234.80
20/06/2024			£ 1.30
24/06/2024	£	1,647.50	
27/06/2024	£	3,061.50	£ 514.24
28/06/2024	£	1.00	
10/07/2024	£	1,510.00	
22/07/2024	£	3,985.71	
05/08/2024	£	1,658.09	
06/08/2024	£	130.00	
Theatre Tickets	£	5,270.81	£ 3,927.50
08/09/2023	£	120.00	
12/09/2023	£	40.00	
15/09/2023			£ 475.00
19/09/2023	£	60.00	
26/09/2023	£	25.00	
09/10/2023	£	225.00	
10/10/2023	£	60.00	
28/11/2023	£	70.00	
29/11/2023	£	255.00	
30/11/2023	£	905.81	
01/12/2023	£	885.00	
04/12/2023	£	140.00	
05/12/2023	£	175.00	
11/12/2023			£ 1,000.00
03/01/2024	£	70.00	
16/01/2024			£ 885.00
19/01/2024	£	165.00	
23/01/2024	£	105.00	
09/02/2024	£	70.00	
20/02/2024	£	150.00	
27/03/2024	£	70.00	
04/04/2024	£	190.00	
15/04/2024	£	120.00	
16/04/2024	£	175.00	£ 500.00
18/04/2024	£	280.00	
19/04/2024	£	70.00	
02/05/2024	£	35.00	
17/05/2024	£	150.00	
20/05/2024	£	120.00	
24/05/2024	£	270.00	
28/05/2024	£	60.00	
04/06/2024			£ 1,000.00
28/06/2024	£	60.00	
31/10/2023	£	150.00	£ 67.50
Break the Rules	£	533.27	
23/10/2023	£	533.27	

Money Spent on School	£ 2,343.29	£ 42,315.57
Books for School		£ 1,091.95
09/02/2024		£ 1,091.95
Christmas Treat		£ 67.05
13/10/2023		£ 67.05
Easter Treat		£ 111.05
12/03/2024		£ 111.05
Fruit Tuck Shop	£ 435.29	£ 1,264.17
13/09/2023		£ 8.99
20/09/2023		£ 53.10
04/10/2023		£ 47.56
11/10/2023	£ 190.00	£ 45.70
02/11/2023		£ 39.24
08/11/2023		£ 54.48
15/11/2023		£ 44.82
29/11/2023		£ 45.77
06/12/2023		£ 51.86
13/12/2023		£ 45.70
10/01/2024		£ 32.09
17/01/2024		£ 40.14
24/01/2024		£ 19.65
31/01/2024		£ 26.77
07/02/2024		£ 41.89
20/03/2024		£ 42.86
24/04/2024		£ 46.08
01/05/2024		£ 45.60
09/05/2024		£ 41.52
22/05/2024		£ 49.96
06/06/2024		£ 43.88
12/06/2024		£ 50.28
19/06/2024		£ 51.62
26/06/2024		£ 52.58
03/07/2024		£ 55.42
10/07/2024	£ 245.29	£ 49.90
17/07/2024		£ 47.25
23/07/2024		£ 89.46
IT Equipment		£ 8,290.00
11/07/2024		£ 8,290.00
Logo for Football Kits		£ 36.00
09/10/2023		£ 36.00
New Reception Parents		£ 44.71
01/07/2024		£ 44.71
Playground Equipment		£ 980.54
09/10/2023		£ 752.85
21/11/2023		£ 11.19
18/06/2024		£ 64.15
28/06/2024		£ 152.35
Playground Planters		£ 785.08
21/09/2023		£ 297.83
12/10/2023		£ 189.34
13/10/2023		£ 95.00

20/10/2023		£ 109.41
24/10/2023		£ 93.50
Playground Resurfacing		£ 24,000.00
12/09/2023		£ 20,000.00
09/10/2023		£ 4,000.00
Prayer Garden Fire Pit		£ 1,273.00
23/04/2024		£ 636.50
01/05/2024		£ 636.50
Reception Gift from PA		£ 457.50
01/03/2024		£ 457.50
School Mass Refreshments		£ 67.87
14/09/2023		£ 67.87
Theatre Tickets	£ 1,725.00	£ 1,725.00
16/11/2023		£ 1,725.00
11/04/2024	£ 1,725.00	
Year 6 Leavers	£ 183.00	£ 2,121.65
04/10/2023		£ 860.00
17/04/2024		£ 146.04
09/07/2024	£ 2.00	£ 410.00
10/07/2024	£ 161.00	
11/07/2024	£ 15.00	
12/07/2024		£ 59.71
15/07/2024		£ 41.99
17/07/2024	£ 5.00	
18/07/2024		£ 331.92
22/07/2024		£ 209.00
23/07/2024		£ 62.99
PA Admin	£ 1,174.65	£ 1,499.40
AGM Refreshments		£ 60.06
13/10/2023		£ 29.75
18/10/2023		£ 23.90
24/10/2023		£ 6.41
JotForm Subscription		£ 96.22
18/12/2023		£ 16.24
17/01/2024		£ 15.97
16/02/2024		£ 16.12
19/03/2024		£ 15.94
03/07/2024		£ 16.10
05/08/2024		£ 15.85
PA Insurance		£ 153.00
18/03/2024		£ 153.00
Sundries	£ 56.46	£ 71.93
21/11/2023	£ 0.50	£ 7.99
09/04/2024		£ 7.98
21/05/2024		£ 55.96
28/05/2024	£ 55.96	
Year 6 SATs Breakfast	£ 40.41	£ 40.41
13/09/2023		£ 40.41
29/09/2023	£ 40.41	
Payment Error Refunded	£ 1,077.78	
25/04/2024	£ 1,077.78	

Payment Error Refund	£ 1,077.78
26/04/2024	£ 1,077.78
Grand Total	£ 32,881.30
	£ 53,835.72

ST PETER'S SCHOOL PARENTS ASSOCIATION (ROMFORD)

Accountants Report

In accordance with instructions given to me, I have carried out an independent review of the Income and Expenditure Account for the period ending 31st August 2024

I can confirm the closing balance held in the Metrol Bank Community account at the year end was £25,679.56.

I can also confirm the accounts represent a true and fair view.

Debra Perkins FCCA

Date : 25/06/25