

# SANDAL PRIMARY SCHOOL PARENT PARTNERSHIP GROUP

England & Wales · Charity number 1186374

## Details

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Other names	SANDAL PRIMARY PPG
Status	Registered
Legal form	Other
Registered	2019-11-15
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Sandal Primary School West Lane Baildon ShIPLEY BD17 5DH
Phone	01274598115
Email	<a href="mailto:ppg@sandalprimaryschool.co.uk">ppg@sandalprimaryschool.co.uk</a>

## Activities

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**Objects:** THE OBJECT OF THE ASSOCIATION (THE OBJECTS) IS TO ADVANCE THE EDUCATION OF PUPILS IN THE SCHOOL IN PARTICULAR BY:2.1 DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN THE STAFF, PARENTS AND OTHERS ASSOCIATED WITH THE SCHOOL2.2 ENGAGING IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS.

**Activities:** to organise events, raise money and funds for projects to advance the education of pupils in Sandals Primary school, Baildon

## Classification

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

## Geography

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- Bradford City

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-08-31	£12,262	£11,199	-	-
2024-08-31	£43,716	£49,532	-	-
2023-08-31	£34,671	£41,126	-	-
2022-08-31	£40,291	£27,165	-	-
2021-08-31	£8,604	£5,422	-	-

## Trustees

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Name	Role	Appointed
Lauren Green	Chair	2025-11-11
Isabel Anderson		2025-11-11

**SANDAL PRIMARY SCHOOL PARENT PARTNERSHIP GROUP**

England & Wales - Charity number 1186374

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# Accounts

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Charity registration number: 1186374

# Sandal Primary School Parent Partnership Group

Annual Report and Financial Statements

for the Year Ended 31 August 2024

# **Sandal Primary School Parent Partnership Group**

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## **Sandal Primary School Parent Partnership Group**

### **Reference and Administrative Details**

<b>Trustees</b>	Jemma Twine, Co-Chair Gill Gordon, Co-Chair Emma Walch, Co-Vice Chair Rebecca Widdowson, Co-Vice Chair
<b>Charity Registration Number</b>	1186374
<b>Principal Office</b>	Sandal Primary School West Lane Baildon Shipley BD17 5DH
<b>Independent Examiner</b>	A D Ormondroyd FCA Tarn House, 77 High Street Yeadon Leeds West Yorkshire LS19 7SP
<b>Bankers</b>	Santander 2 Market Square Shipley BD18 3QB

# Sandal Primary School Parent Partnership Group

## Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 August 2024.

### Objectives and activities

This year has been one of significant progress and accomplishment, driven by the unwavering support of our parent volunteers, school staff and the wider community. Our mission to enhance educational opportunities and resources for our students has been at the forefront of all our activities, and we are proud to share the highlights and outcomes of our efforts.

The main purpose of our charity is to foster collaboration and communication among parents, teachers and other school staff to improve the educational experience and provision of all students.

Our three main objectives have been:

- Support School Resources and Infrastructure by raising additional funds to provide resources to support school needs, including classroom supplies, technological tools, facility improvements, and other initiatives that directly benefit the students and enhance their learning environment.
- Enhance Student Learning and Development by collaborating with teachers and school staff to support the educational enrichment and experience of students through organising supplementary educational visits and workshops.
- Foster Community Engagement by creating opportunities for parents, teachers, and students to come together through events and volunteer opportunities, thereby building a strong, supportive school community.

We achieved this through organising a range of fundraising events and activities. We have coordinated and delivered the following events for 2023/24:

Bun Sales  
Pumpkin Trail  
Christmas Fair and Raffle  
Friendship Discos  
The Great Baildon Beer Festival  
Summer Fair  
Happy Circus

We have again had remarkable success with our fundraising efforts with the Great Baildon Beer Festival emerging as our most profitable event, making a sum of £6,801. This also generated substantial support from the wider community, with local businesses providing sponsorship as well as attracting a record level of attendance.

Our next biggest fundraiser was the Circus, we worked in collaboration with Baildon C of E School and split the proceeds, the event was run over a two day period which was attended by 1,200 Adults and Children from the Baildon community our share of the event was £4,250. this was a huge success.

Our Christmas fair, was our third biggest fundraiser, bringing with it some festive cheer and robust participation from grandparents, parents, carers and teachers, who volunteered at the event. This made a significant contribution to our overall success raising £2,771. Our summer fair with its vibrant atmosphere and wide array activities, was our fourth largest fundraiser, making a profit of £1,803.

Our Friendship disco was our next biggest fundraiser, raised a fantastic £1,155 followed by our Pumpkin trail which raised slightly less this year £829 but was still a great success, this is a great event for the children and the only event which we run in School time. Our bun sales also provided a consistent and reliable source of income throughout the year, highlighting the dedication and generosity of our parent and carer supporters. These raised a total of £692 which was supplemented by the charity and paid directly back to each year group involved, ensuring that every child benefited from their collaborative efforts.

## **Sandal Primary School Parent Partnership Group**

### **Trustees' Report (continued)**

#### ***Fundraising summary and future plans***

Our fundraising events this year have been a fantastic success and the children and adults alike have enjoyed taking part in all of them. We as trustees feel that we have delivered a varied and engaging range of activities and events, which have fulfilled our objectives by: increasing volunteer engagement, raising our profile in the wider community and providing significant financial support to our school.

Our future plans are to generate additional income by improving and developing our existing range of fundraising events and activities. We'd like to use these funds to contribute towards educational visits, enhance the school's technological resources and improve the outdoor play areas for all year groups. Furthermore, we'd like to increase parental engagement by improving our communication and developing our presence on social media.

#### ***Public benefit***

The charity undertook numerous events which benefitted the school, its learners and their parents, guardians and carers.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### ***Grant making policies***

A total of £21,931 was paid to school during the academic year 2023/24, and was used to fund the following items:

- 30 Chromebooks
- Christmas Tree
- Playground and sports equipment
- Contribution towards school trips
- Contribution to Year 6 Hoodies

#### ***Financial review***

In the current year, grants were paid to the school which exceeded the income generated in that year, leading to a deficit of £5,816 in these accounts (2023: deficit of £6,455). This deficit was funded from brought forward unrestricted reserves. Unrestricted reserves of £7,763 and restricted reserves of £6,620 still remain at the year end, for use in funding future grants and activities.

#### ***Policy on reserves***

The Trustees have reviewed the Charity needs for the reserves in line with the guidance issued by the Charity Commission. In the year ended 31 August 2021, the Charity was awarded a grant of £5,927 from West Yorkshire PCC, conditional on the construction of a cycle track. This is held as restricted funds, whilst planning permission is being sought for the track.

The charity has ended the year in a strong financial position with total charity funds at 31 August 2024 of £14,383 (2023 - £20,199). This includes monies brought forward from the previous year, funds raised from events and restricted funds from the cycle track grant.

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

##### ***Nature of governing document***

We have a written constitution which sets out the aims and rules of our charity.

# Sandal Primary School Parent Partnership Group

## Trustees' Report (continued)

### *Recruitment and appointment of trustees*

Committee Members/Trustees are elected at the AGM and hold office until the next AGM. Nominations for election to the Committee can be made by any member of the association and seconded by another. Such nominations must have the consent of the nominee. Nominations should be made in writing to the Chair at any time until the election process has been completed. If no nominations, or an insufficient number, are received before the AGM, any members present may nominate a person, with their consent, and that person may be appointed by a majority vote of those present.

In reference to constitutional provision, Committee Members/Trustees have the power to co-opt Committee Members/Trustees at any time, and co-opted Committee Members/Trustees shall serve until the date of the next AGM.

### **Financial instruments**

#### *Objectives and policies*

The charity's activities minimally expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

#### *Cash flow risk*

The charity holds relatively minimal cash reserves in a large high street bank, with a small cash float controlled by the trustees. As such it is not exposed to significant risk in relation to changes in foreign exchange rates or interest rates.

#### *Credit risk*

The charity's principal financial assets are bank balances and cash. The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

#### *Liquidity risk*

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity only ever organises events which it can fund from existing working capital and/or from advance fundraising. No debt arrangements are sought.

### **Statement of Trustees' Responsibilities**

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

## Sandal Primary School Parent Partnership Group

### Trustees' Report (continued)

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on ..... and signed on its behalf by:



.....

Jemma Twine  
Trustee

27 Jun 2025



.....  
Gill Gordon  
Trustee

27 Jun 2025

## Sandal Primary School Parent Partnership Group

### Independent Examiner's Report to the trustees of Sandal Primary School Parent Partnership Group

I report to the trustees on my examination of the accounts of Sandal Primary School Parent Partnership Group for the year ended 31 August 2024.

#### Responsibilities and basis of report

As the charity trustees of Sandal Primary School Parent Partnership Group 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 Sandal Primary School Parent Partnership Group'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 Sandal Primary School Parent Partnership Group 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 accounting 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.

*A.D.Ormondroyd*

.....  
A D Ormondroyd FCA  
Fox Jennings Cullen

Tarn House, 77 High Street  
Yeadon  
Leeds  
West Yorkshire  
LS19 9P

27 Jun 2025

Date:.....

## Sandal Primary School Parent Partnership Group

### Statement of Financial Activities for the Year Ended 31 August 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
<b>Income and Endowments from:</b>					
Donations and legacies		-	-	-	462
Other trading activities		43,023	693	43,716	34,209
Total income		<u>43,023</u>	<u>693</u>	<u>43,716</u>	<u>34,671</u>
<b>Expenditure on:</b>					
Cost of fundraising and social events		(25,576)	-	(25,576)	(19,356)
Charitable activities		(20,491)	(1,441)	(21,932)	(19,859)
Administration costs	6	<u>(2,024)</u>	-	<u>(2,024)</u>	<u>(1,911)</u>
Total expenditure		<u>(48,091)</u>	<u>(1,441)</u>	<u>(49,532)</u>	<u>(41,126)</u>
Net expenditure		<u>(5,068)</u>	<u>(748)</u>	<u>(5,816)</u>	<u>(6,455)</u>
Net movement in funds		(5,068)	(748)	(5,816)	(6,455)
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>12,831</u>	<u>7,368</u>	<u>20,199</u>	<u>26,654</u>
Total funds carried forward	17	<u><u>7,763</u></u>	<u><u>6,620</u></u>	<u><u>14,383</u></u>	<u><u>20,199</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 17.

## Sandal Primary School Parent Partnership Group

**(Registration number: 1186374)**  
**Balance Sheet as at 31 August 2024**

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	12	2,133	1,799
<b>Current assets</b>			
Stocks	13	676	1,311
Debtors	14	-	29
Cash at bank and in hand	15	<u>12,371</u>	<u>21,800</u>
		13,047	23,140
<b>Creditors: Amounts falling due within one year</b>	16	<u>(797)</u>	<u>(4,740)</u>
<b>Net current assets</b>		<u>12,250</u>	<u>18,400</u>
<b>Net assets</b>		<u>14,383</u>	<u>20,199</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		6,620	7,368
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>7,763</u>	<u>12,831</u>
<b>Total funds</b>	17	<u>14,383</u>	<u>20,199</u>

The financial statements on pages 7 to 15 were approved by the trustees, and authorised for issue on ..... and signed on their behalf by:



.....  
 Jemma Twine  
 Trustee

27 Jun 2025



.....  
 Gill Gordon  
 Trustee

27 Jun 2025

# Sandal Primary School Parent Partnership Group

## Notes to the Financial Statements for the Year Ended 31 August 2024

### 1 Accounting policies

#### Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice ("SORP") issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### Basis of preparation

Sandal Primary School Parent Partnership Group meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

#### Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### *Donations and legacies*

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

#### Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### *Raising funds*

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### *Charitable activities*

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### *Grant provisions*

Grants are made directly to Sandal Primary School and once the decision to make a grant has been made it is paid immediately.

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

#### Tangible fixed assets

Individual fixed assets more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Furniture and equipment	20% straight line

#### Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

## 2 Income from donations and legacies

	<b>Unrestricted funds General £</b>	<b>Total funds £</b>
<b>Total for 2024</b>	-	-
<b>Total for 2023</b>	462	462

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

#### 3 Income from other trading activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Events income;			
Bun sales, nursery and reception	-	191	191
Bun sales, years 1 and 2	-	184	184
Bun sales, years 3 and 4	-	151	151
Bun sales, years 5 and 6	-	167	167
Beer festival	23,162	-	23,162
Christmas fair	4,028	-	4,028
Friendship disco	1,712	-	1,712
Happy circus	9,035	-	9,035
Pumpkin trail	1,191	-	1,191
Summer fair	3,635	-	3,635
Xmas for schools	260	-	260
	43,023	693	43,716
<b>Total for 2024</b>	<b>43,023</b>	<b>693</b>	<b>43,716</b>
<b>Total for 2023</b>	<b>33,429</b>	<b>780</b>	<b>34,209</b>

#### 4 Expenditure on raising funds

##### a) Costs of trading activities

	Unrestricted funds General £	Total funds £
Beer festival	16,361	16,361
Christmas fair	1,258	1,258
Friendship disco	556	556
Happy circus	4,785	4,785
Pumpkin trail	362	362
Quiz	47	47
Summer fair	1,833	1,833
Trail race	21	21
Easter egg hunt	353	353
	25,576	25,576
<b>Total for 2024</b>	<b>25,576</b>	<b>25,576</b>
<b>Total for 2023</b>	<b>19,356</b>	<b>19,356</b>

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

#### 5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total funds £
Grant funding of activities	7	20,491	1,441	21,932
<b>Total for 2023</b>		19,859	-	19,859

#### 6 Other expenditure

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	750	750
Depreciation, amortisation and other similar costs	646	646
Other resources expended	628	628
<b>Total for 2024</b>	2,024	2,024
<b>Total for 2023</b>	1,911	1,911

#### 7 Grant-making

##### Analysis of grants

	Grants to institutions	
	2024	2023
	£	£
<b>Analysis</b>		
Grants paid to school	21,931	19,859

The support costs associated with grant-making are £Nil (31 August 2023 - £Nil).

Grants were paid during the year, all to Sandal Primary School to support the school and the activities they carry out. The restricted portion of grants was paid in respect of bun sales in the year which are split by year groups.

#### 8 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2024	2023
	£	£
Depreciation of fixed assets	646	450

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

#### 9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 10 Independent examiner's remuneration

	2024 £	2023 £
Examination of the financial statements	<u>750</u>	<u>714</u>

#### 11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 12 Tangible fixed assets

	Furniture and equipment £	Total £
<b>Cost</b>		
At 1 September 2023	2,249	2,249
Additions	<u>980</u>	<u>980</u>
At 31 August 2024	<u>3,229</u>	<u>3,229</u>
<b>Depreciation</b>		
At 1 September 2023	450	450
Charge for the year	<u>646</u>	<u>646</u>
At 31 August 2024	<u>1,096</u>	<u>1,096</u>
<b>Net book value</b>		
At 31 August 2024	<u>2,133</u>	<u>2,133</u>
At 31 August 2023	<u>1,799</u>	<u>1,799</u>

#### 13 Stock

	2024 £	2023 £
Stocks	<u>676</u>	<u>1,311</u>

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

#### 14 Debtors

	2024 £	2023 £
Prepayments	-	19
Other debtors	-	10
	-	29

#### 15 Cash and cash equivalents

	2024 £	2023 £
Cash on hand	250	100
Cash at bank	12,121	21,700
	12,371	21,800

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

	2024 £	2023 £
Trade creditors	5	-
Accruals	792	4,740
	797	4,740

#### 17 Funds

	Balance at 1 September 2023 £	Incoming resources £	Resources expended £	Balance at 31 August 2024 £
<b>Unrestricted funds</b>				
<i>General</i>				
General	12,831	43,023	(48,091)	7,763
<b>Restricted funds</b>				
West Yorkshire PCC	5,927	-	-	5,927
Nursery and Reception	289	191	(290)	190
Years 1 and 2	421	184	(421)	184
Years 3 and 4	394	151	(394)	151
Years 5 and 6	337	167	(336)	168
	7,368	693	(1,441)	6,620
<b>Total funds</b>	20,199	43,716	(49,532)	14,383

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2024 (continued)

	Balance at 1 September 2022 £	Incoming resources £	Resources expended £	Balance at 31 August 2023 £
<b>Unrestricted funds</b>				
<i>General</i>				
General	20,066	33,891	(41,126)	12,831
<b>Restricted funds</b>				
West Yorkshire PCC	5,927	-	-	5,927
Nursery and Reception	132	157	-	289
Years 1 and 2	228	193	-	421
Years 3 and 4	145	249	-	394
Years 5 and 6	156	181	-	337
	6,588	780	-	7,368
<b>Total funds</b>	26,654	34,671	(41,126)	20,199

#### 18 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 August 2024 £
Tangible fixed assets	2,133	-	2,133
Current assets	6,427	6,620	13,047
Current liabilities	(797)	-	(797)
Total net assets	7,763	6,620	14,383
	Unrestricted funds General £	Restricted funds £	Total funds at 31 August 2023 £
Tangible fixed assets	1,799	-	1,799
Current assets	15,673	7,467	23,140
Current liabilities	(4,741)	-	(4,741)
Total net assets	12,731	7,467	20,198

#### 19 Related party transactions

There were no related party transactions in the year.



**Issuer** Fox Jennings Cullen

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### Parties involved with this document

Document processed	Party + Fingerprint
Fri, 27th Jun 2025 13:47:48 BST	Mrs Jemma Twine - Signer (0eae109b4d258fd48d4dfc694de28705)
Fri, 27th Jun 2025 16:05:38 BST	Mrs Gill Gordon - Signer (86a705bd107eaf0af91838131a4555da)
Fri, 27th Jun 2025 16:07:13 BST	Andrew Ormondroyd - Signer (9a45ad1356585a216c3f194c96d745ea)
Fri, 27th Jun 2025 16:07:13 BST	Liam McShera - Copied In (53ecc853712e7915ec5ef7112d390ed1)

### Audit history log

Date	Action
Fri, 27th Jun 2025 11:55:31 BST	Envelope generated with fingerprint 02ee923e513ea921b6f94077c399d7e3 (18.133.63.166)
Fri, 27th Jun 2025 11:55:31 BST	Document generated with fingerprint 89616739580747c6fbb30987ccea62d4. (18.133.63.166)
Fri, 27th Jun 2025 11:55:31 BST	Mrs Jemma Twine has been assigned to this envelope. (18.133.63.166)
Fri, 27th Jun 2025 11:55:31 BST	Mrs Gill Gordon has been assigned to this envelope. (18.133.63.166)
Fri, 27th Jun 2025 11:55:31 BST	Andrew Ormondroyd has been assigned to this envelope. (18.133.63.166)
Fri, 27th Jun 2025 11:55:31 BST	Liam McShera has been assigned to this envelope. (18.133.63.166)
Fri, 27th Jun 2025 11:55:31 BST	Envelope has been set to automatically remind the active signer every 7 day(s). (18.133.63.166)
Fri, 27th Jun 2025 11:56:02 BST	Envelope generated
Fri, 27th Jun 2025 11:56:03 BST	Sent the envelope to Mrs Jemma Twine for signing
Fri, 27th Jun 2025 11:56:03 BST	Document emailed to party email
Fri, 27th Jun 2025 13:47:14 BST	Mrs Jemma Twine viewed the envelope (92.40.189.105)
Fri, 27th Jun 2025 13:47:48 BST	Mrs Jemma Twine signed the envelope (92.40.189.105)
Fri, 27th Jun 2025 13:47:48 BST	Sent the envelope to Mrs Gill Gordon for signing (92.40.189.105)
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Fri, 27th Jun 2025 16:03:48 BST	Mrs Gill Gordon viewed the envelope (82.15.229.95)
Fri, 27th Jun 2025 16:05:38 BST	Mrs Gill Gordon signed the envelope (82.15.229.95)
Fri, 27th Jun 2025 16:05:38 BST	Sent the envelope to Andrew Ormondroyd for signing (82.15.229.95)

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Fri, 27th Jun 2025 16:07:13 BST	Andrew Ormondroyd signed the envelope (51.148.254.105)
Fri, 27th Jun 2025 16:07:13 BST	Sent the envelope to Liam McShera for signing (51.148.254.105)
Fri, 27th Jun 2025 16:07:13 BST	This envelope has been signed by all parties (51.148.254.105)
Fri, 27th Jun 2025 16:07:14 BST	Document emailed to party email

**SANDAL PRIMARY SCHOOL PARENT PARTNERSHIP GROUP**

England & Wales - Charity number 1186374

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# Accounts

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Charity registration number: 1186374

# Sandal Primary School Parent Partnership Group

Annual Report and Financial Statements

for the Year Ended 31 August 2023

# **Sandal Primary School Parent Partnership Group**

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## **Sandal Primary School Parent Partnership Group**

### **Reference and Administrative Details**

<b>Trustees</b>	Jemma Twine, Co-chair Emma Walch Gillian Gordon, Co-chair
<b>Charity Registration Number</b>	1186374
<b>Principal Office</b>	Sandal Primary School West Lane Baildon Shipley BD17 5DH
<b>Independent Examiner</b>	A D Ormondroyd FCA Tarn House, 77 High Street Yeadon Leeds West Yorkshire LS19 7SP
<b>Bankers</b>	Santander 2 Market Square Shipley BD18 3QB

# Sandal Primary School Parent Partnership Group

## Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 August 2023.

### Objectives and activities

This year has been one of significant progress and accomplishment, driven by the unwavering support of our parent volunteers, school staff and the wider community. Our mission to enhance educational opportunities and resources for our students has been at the forefront of all our activities, and we are proud to share the highlights and outcomes of our efforts.

The main purpose of our charity is to foster collaboration and communication among parents, teachers and other school staff to improve the educational experience and provision of all students.

Our three main objectives have been:

- Support School Resources and Infrastructure by raising additional funds to provide resources to support school needs, including classroom supplies, technological tools, facility improvements, and other initiatives that directly benefit the students and enhance their learning environment.
- Enhance Student Learning and Development by collaborating with teachers and school staff to support the educational enrichment and experience of students through organising supplementary educational visits and workshops.
- Foster Community Engagement by creating opportunities for parents, teachers, and students to come together through events and volunteer opportunities, thereby building a strong, supportive school community.

We achieved this through organising a range of fundraising events and activities. We have coordinated and delivered the following events for 2022/23:

Bun Sales  
Pumpkin Trail  
Christmas Fair and Raffle  
Half Term Discos  
The Great Baildon Beer Festival  
Summer Fair

We have had remarkable success with our fundraising efforts with the Great Baildon Beer Festival emerging as our most profitable event, making a sum of £6,557. This also generated substantial support from the wider community, with local businesses providing sponsorship as well as attracting a record level of attendance. Our Christmas fair, was our second biggest fundraiser, bringing with it some festive cheer and robust participation from grandparents, parents, carers and teachers, who volunteered at the event. This made a significant contribution to our overall success raising £2,155. Our summer fair with its vibrant atmosphere and wide array of activities, was our third largest fundraiser, making a profit of £1,962.

Our February half term disco was our next biggest fundraiser, raising a total of £1,053 followed by our Pumpkin trail and Pumpkin carving competition which raised £1,045 and was a resounding success, providing an engaging and enjoyable activity for the children and showcasing their creativity and craftsmanship. Our bun sales also provided a consistent and reliable source of income throughout the year, highlighting the dedication and generosity of our parent and carer supporters. These raised a total of £778, which was supplemented by the charity and paid directly back to each year group involved, ensuring that every child benefitted from their collaborative efforts. Lastly our Bonfire Disco raised £747.

## Sandal Primary School Parent Partnership Group

### Trustees' Report (continued)

#### *Fundraising summary and future plans*

Our fundraising events this year have been a fantastic success and the children and adults alike have enjoyed taking part in all of them. We as trustees feel that we have delivered a varied and engaging range of activities and events, which have fulfilled our objectives by: increasing volunteer engagement, raising our profile in the wider community and providing significant financial support to our school.

Our future plans are to generate additional income by improving and developing our existing range of fundraising events and activities. We'd like to use these funds to contribute towards educational visits, enhance the school's technological resources and improve the outdoor play areas for all year groups. Furthermore, we'd like to increase parental engagement by improving our communication and developing our presence on social media.

#### *Public benefit*

The charity undertook numerous events which benefitted the school, its learners and their parents, guardians and carers.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### *Grant making policies*

Over the past year we have successfully allocated the following grants to school:

Grants Paid to School 2022/23:

<b>Items</b>	<b>Amount</b>
Sports clothing for children representing the school at events	£450
Baking equipment	£250
Electric ovens	£2,597
Bluetooth speakers Contribution towards Y6 leavers hoodies	£2,075
Outdoor music equipment Y1 /2 Play areas Mud Kitchen Nurture room sensory items Year group contribution	£9,800
Small payment for class groups	£140
Contribution towards school trips	£4,000
Other small grants to the school	£547

# **Sandal Primary School Parent Partnership Group**

## **Trustees' Report (continued)**

### **Financial review**

In the current year, grants were paid to the school which exceeded the income generated in that year, leading to a deficit of £6,455 in these accounts (2022: surplus of £12,587). This deficit was funded from brought forward unrestricted reserves. Unrestricted reserves of £12,831 and restricted reserves of £7,368 still remain at the year end, for use in funding future grants and activities.

### ***Policy on reserves***

The Trustees have reviewed the Charity needs for the reserves in line with the guidance issued by the Charity Commission. In the year ended 31 August 2021, the Charity was awarded a grant of £5,927 from West Yorkshire PCC, conditional on the construction of a cycle track. This is held as restricted funds, whilst planning permission is being sought for the track. The charity's unrestricted funds were held until the start of the new school year (September 2023) and were then used as working capital to support the initial expenditure of fundraising events and activities.

The charity has ended the year in a strong financial position with total charity funds at 31 August 2023 of £20,189 (2022 - £26,654). This includes monies brought forward from the previous year, funds raised from events and restricted funds from the cycle track grant.

### **Plans for future periods**

#### ***Aims and key objectives for future periods***

Our future plans are to generate additional income by improving and developing our existing range of fundraising events and activities. We'd like to use these funds to contribute towards educational visits, enhance the school's technological resources and improve the outdoor play areas for all year groups. Furthermore, we'd like to increase parental engagement by improving our communication and developing our presence on social media.

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

#### ***Nature of governing document***

We have a written constitution which sets out the aims and rules of our charity.

#### ***Recruitment and appointment of trustees***

Committee Members/Trustees are elected at the AGM and hold office until the next AGM. Nominations for election to the Committee can be made by any member of the association and seconded by another. Such nominations must have the consent of the nominee. Nominations should be made in writing to the Chair at any time until the election process has been completed. If no nominations, or an insufficient number, are received before the AGM, any members present may nominate a person, with their consent, and that person may be appointed by a majority vote of those present.

In reference to constitutional provision, Committee Members/Trustees have the power to co-opt Committee Members/Trustees at any time, and co-opted Committee Members/Trustees shall serve until the date of the next AGM.

## Sandal Primary School Parent Partnership Group

### Trustees' Report (continued)

#### Financial instruments

##### *Objectives and policies*

The charity's activities minimally expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk.

##### *Cash flow risk*

The charity holds relatively minimal cash reserves in a large high street bank, with a small cash float controlled by the trustees. As such it is not exposed to significant risk in relation to changes in foreign exchange rates or interest rates.

##### *Credit risk*

The charity's principal financial assets are bank balances and cash. The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

##### *Liquidity risk*

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity only ever organises events which it can fund from existing working capital and/or from advance fundraising. No debt arrangements are sought.

The annual report was approved by the trustees of the charity on 28 June 2024 and signed on its behalf by:



.....  
Jemma Twine  
Trustee

28 Jun 2024



.....  
Gillian Gordon  
Trustee

28 Jun 2024

## Sandal Primary School Parent Partnership Group

### Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 28 June 2024 and signed on its behalf by:



.....  
Jemma Twine  
Trustee

Gillian Gordon

.....  
Gillian Gordon  
Trustee

## Sandal Primary School Parent Partnership Group

### Independent Examiner's Report to the trustees of Sandal Primary School Parent Partnership Group

I report to the trustees on my examination of the accounts of Sandal Primary School Parent Partnership Group for the year ended 31 August 2023.

#### Responsibilities and basis of report

As the charity trustees of Sandal Primary School Parent Partnership Group 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 Sandal Primary School Parent Partnership Group'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 Sandal Primary School Parent Partnership Group 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 accounting 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.

*A.D.Ormondroyd*

28 Jun 2024

.....  
A D Ormondroyd FCA  
Fox Jennings Cullen

Tarn House, 77 High Street  
Yeadon  
Leeds  
West Yorkshire  
LS19 7SP

28 June 2024

## Sandal Primary School Parent Partnership Group

### Statement of Financial Activities for the Year Ended 31 August 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<b>Income and Endowments from:</b>					
Donations and legacies		462	-	462	3,467
Other trading activities		33,429	780	34,209	37,485
<b>Total income</b>		<u>33,891</u>	<u>780</u>	<u>34,671</u>	<u>40,952</u>
<b>Expenditure on:</b>					
Cost of fundraising and social events		(19,356)	-	(19,356)	(21,604)
Charitable activities		(19,859)	-	(19,859)	(4,386)
Administration costs	6	(1,911)	-	(1,911)	(2,375)
<b>Total expenditure</b>		<u>(41,126)</u>	<u>-</u>	<u>(41,126)</u>	<u>(28,365)</u>
<b>Net (expenditure)/income</b>		<u>(7,235)</u>	<u>780</u>	<u>(6,455)</u>	<u>12,587</u>
<b>Net movement in funds</b>		<u>(7,235)</u>	<u>780</u>	<u>(6,455)</u>	<u>12,587</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		20,066	6,588	26,654	14,067
Total funds carried forward	16	<u>12,831</u>	<u>7,368</u>	<u>20,199</u>	<u>26,654</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 16.

## Sandal Primary School Parent Partnership Group

### (Registration number: 1186374) Balance Sheet as at 31 August 2023

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	11	1,799	-
<b>Current assets</b>			
Stocks	12	1,311	1,214
Debtors	13	29	510
Cash at bank and in hand	14	<u>21,800</u>	<u>26,130</u>
		23,140	27,854
<b>Creditors: Amounts falling due within one year</b>	15	<u>(4,740)</u>	<u>(1,200)</u>
<b>Net current assets</b>		<u>18,400</u>	<u>26,654</u>
<b>Net assets</b>		<u>20,199</u>	<u>26,654</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		7,368	6,588
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>12,831</u>	<u>20,066</u>
<b>Total funds</b>	16	<u>20,199</u>	<u>26,654</u>

The financial statements on pages 8 to 16 were approved by the trustees, and authorised for issue on 28 June 2024 and signed on their behalf by:



.....  
Jemma Twine  
Trustee

Gillian Gordon

.....  
Gillian Gordon  
Trustee

# Sandal Primary School Parent Partnership Group

## Notes to the Financial Statements for the Year Ended 31 August 2023

### 1 Accounting policies

#### Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice ("SORP") issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The accounts for the prior year were prepared on a "Receipts and Payments" basis and therefore not under the SORP. In these accounts the comparative figures have been amended to include a £1,200 accrual for the independent examiners's fee, and no other amendments were deemed necessary.

#### Basis of preparation

Sandal Primary School Parent Partnership Group meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

#### Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### *Donations and legacies*

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

#### *Grants receivable*

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### *Raising funds*

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2023 (continued)

#### *Charitable activities*

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### *Grant provisions*

Grants are made directly to Sandal Primary School and once the decision to make a grant has been made it is paid immediately.

#### **Tangible fixed assets**

Individual fixed assets more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Furniture and equipment	20% straight line

#### **Stock**

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

## **2 Income from donations and legacies**

	<b>Unrestricted funds General £</b>	<b>Total funds £</b>
Donations and legacies;		
Commission income	53	53
Donations	409	409
<b>Total for 2023</b>	<b>462</b>	<b>462</b>
<b>Total for 2022</b>	<b>3,467</b>	<b>3,467</b>

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2023 (continued)

#### 3 Income from other trading activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Events income;			
Bun sales, nursery and reception	-	157	157
Bun sales, years 1 and 2	-	193	193
Bun sales, years 3 and 4	-	249	249
Bun sales, years 5 and 6	-	181	181
Beer festival	21,900	-	21,900
Bonfire disco	1,566	-	1,566
Christmas fair	3,060	-	3,060
Friendship disco	1,973	-	1,973
Pumpkin trail	1,643	-	1,643
Summer fair	2,712	-	2,712
Xmas for schools	575	-	575
	33,429	780	34,209
<b>Total for 2023</b>	<b>33,429</b>	<b>780</b>	<b>34,209</b>
<b>Total for 2022</b>	<b>36,824</b>	<b>661</b>	<b>37,485</b>

The restricted events income came from bun sales split by year groups. All other events income was unrestricted.

#### 4 Expenditure on raising funds

##### a) Costs of trading activities

	Note	Unrestricted funds General £	Total funds £
Beer festival		15,343	15,343
Bonfire disco		819	819
Christmas fair		905	905
Friendship disco		919	919
Pumpkin trail		599	599
Quiz		21	21
Summer fair		750	750
		19,356	19,356
<b>Total for 2023</b>		<b>19,356</b>	<b>19,356</b>
<b>Total for 2022</b>		<b>21,604</b>	<b>21,604</b>

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2023 (continued)

#### 5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2023 £
Grant funding of activities		19,859	19,859
		Unrestricted funds General £	Total 2022 £
Grant funding of activities		4,386	4,386

#### 6 Other expenditure

	Note	Unrestricted funds General £	Total funds £
Independent examiner fees			
Examination of the financial statements		714	714
Depreciation, amortisation and other similar costs		450	450
Other resources expended		747	747
<b>Total for 2023</b>		<b>1,911</b>	<b>1,911</b>
<b>Total for 2022</b>		<b>2,375</b>	<b>2,375</b>

#### 7 Net incoming/outgoing resources

Net (outgoing)/incoming resources for the year include:

	2023 £
Depreciation of fixed assets	450

#### 8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 9 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	714	1,200

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2023 (continued)

#### 10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 11 Tangible fixed assets

	<b>Furniture and equipment £</b>	<b>Total £</b>
<b>Cost</b>		
Additions	2,249	2,249
At 31 August 2023	2,249	2,249
<b>Depreciation</b>		
Charge for the year	450	450
At 31 August 2023	450	450
<b>Net book value</b>		
At 31 August 2023	1,799	1,799

#### 12 Stock

	<b>2023 £</b>	<b>2022 £</b>
Stocks	1,311	1,214
	1,311	1,214

#### 13 Debtors

	<b>2023 £</b>	<b>2022 £</b>
Trade debtors	-	510
Prepayments	19	-
Other debtors	10	-
	29	510

#### 14 Cash and cash equivalents

	<b>2023 £</b>	<b>2022 £</b>
Cash on hand	100	-
Cash at bank	21,700	26,130
	21,800	26,130

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2023 (continued)

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

	2023 £	2022 £
Accruals	4,740	1,200

#### 16 Funds

	Balance at 1 September 2022 £	Incoming resources £	Resources expended £	Balance at 31 August 2023 £
<b>Unrestricted funds</b>				
<i>General</i>				
General	20,066	33,891	(41,126)	12,831
<b>Restricted funds</b>				
West Yorkshire PCC	5,927	-	-	5,927
Nursery and Reception	132	157	-	289
Years 1 and 2	228	193	-	421
Years 3 and 4	145	249	-	394
Years 5 and 6	156	181	-	337
	6,588	780	-	7,368
<b>Total funds</b>	26,654	34,671	(41,126)	20,199

	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Balance at 31 August 2022 £
<b>Unrestricted funds</b>				
<i>General</i>				
General	8,140	40,291	(28,365)	20,066
<b>Restricted funds</b>				
West Yorkshire PCC	5,927	-	-	5,927
Nursery and Reception	-	132	-	132
Years 1 and 2	-	228	-	228
Years 3 and 4	-	145	-	145
Years 5 and 6	-	156	-	156
	5,927	661	-	6,588
<b>Total funds</b>	14,067	40,952	(28,365)	26,654

## Sandal Primary School Parent Partnership Group

### Notes to the Financial Statements for the Year Ended 31 August 2023 (continued)

#### 17 Analysis of net assets between funds

	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total funds at 31 August 2023 £</b>
Tangible fixed assets	1,799	-	1,799
Current assets	15,673	7,467	23,140
Current liabilities	(4,741)	-	(4,741)
Total net assets	12,731	7,467	20,198
	<b>Unrestricted funds General £</b>	<b>Restricted funds £</b>	<b>Total funds at 31 August 2022 £</b>
Current assets	21,266	6,588	27,854
Current liabilities	(1,200)	-	(1,200)
Total net assets	20,066	6,588	26,654

#### 18 Related party transactions

There were no related party transactions in the year.

**SANDAL PRIMARY SCHOOL PARENT PARTNERSHIP GROUP**

England & Wales - Charity number 1186374

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# Accounts

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# Sandal Primary School Parent Partnership Group

Annual Report and Financial Statements

for the Year Ended 31 August 2022

# **Sandal Primary School Parent Partnership Group**

## **Reference and Administrative Details**

**Principal office and registered office** Sandal Primary School  
West Lane  
Baildon  
Shipley  
BD17 5DH

**Charity registration number** 1186374

**Trustees** Jemma Twine  
Emma Walch  
Gillian Gordon

**Bankers** Santander  
2 Market Square  
Shipley  
Bradford  
West Yorkshire  
BD18 3QB

# Sandal Primary School Parent Partnership Group

## Trustees' Annual Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 August 2022.

### Structure and Governance

We have a written constitution which sets out the aims and rules of our charity. Committee Members/Trustees are elected at the AGM and hold office until the next AGM.

Nominations for election to the Committee can be made by any member of the association and seconded by another. Such nominations must have the consent of the nominee. Nominations should be made in writing to the Chair at any time until the election process has been completed. If no nominations, or an insufficient number, are received before the AGM, any members present may nominate a person, with their consent, and that person may be appointed by a majority vote of those present.

In reference to constitutional provision, Committee Members/Trustees have the power to co-opt Committee Members/Trustees at any time, and co-opted Committee Members/Trustees shall serve until the date of the next AGM.

### Objectives, activities, and performance

The main purpose of the charity is to organise fundraising events throughout the school year to raise additional funds to support the school, enhance pupils learning and overall school experience. The funds we raise enable the school to provide additional resources, including books for the library, outdoor learning provision and sports equipment, as well as subsidising trips and events. We work in partnership with Sandal Primary School and develop effective relationships between staff, parents and members of the wider community.

#### *Fundraising Events for 2021/22*

Bun Sales  
Pumpkin Trail  
Bonfire Disco  
Santa's Grotto  
Christmas Stall  
Christmas Raffle  
Half Term Disco  
Quiz Evening  
Trig Point Challenge  
The Great Baildon Beer Festival  
Summer Fayre

Our main activities this year have generally been focused on the children of school and include school discos, food sales and the following seasonal activities, Pumpkin Trail, Santa's Grotto, Christmas Stall and a Summer Fayre.

For the first time this year, we also ran, The Great Baildon Beer Festival and the Trig Point Challenge trail race. These events were aimed at engaging parents and the wider community and were a fantastic success. The festival was our biggest fundraiser to date, with a profit of £5,601. Followed by both the bonfire disco and valentines disco which earned us a total profit of £2,835. The third largest fundraiser was our summer fayre which raised £2,447.

The pumpkin Trail, Raffle and Quiz were our next biggest earners, followed by our Christmas stall. Our buns sales were also successful and consistently raised over £100 every time they were held, with the funds going directly back to each year group. Finally, our inaugural trail race, although not our best fundraiser, was very successful in terms of engaging with local running groups as well as developing a brand-new style of event which complimented the school's policy on health and active lifestyles.

The trustees have regard for CC / CCNIs guidance on public benefit.

Through working in partnership with external agencies we were also able to raise funds through:

- Xmas 4 Schools;
- Easy Fundraising (Amazon Cash Back); and
- Charity Giving.

# Sandal Primary School Parent Partnership Group

## Trustees' Annual Report

We were also successful in gaining grants from:

- Co-op; and
- Bradford City Council Covid Recovery Grant.

The fundraising events this year have been a fantastic success and the children have enjoyed taking part in all of them, particularly the Santa's grotto experience. With the covid restrictions easing this year, we as trustees, really feel that we have been able to come together and start to form a great basis for charity to move forward into the next year. We have also really enjoyed being able to develop and deliver some new events aimed at both parents and the wider community. We feel that the school and charity have really benefited from this wider engagement, as it has enabled us to further develop our links with both people, groups and businesses, within the local area. Furthermore, we believe that through our events and activities, we have also been able to help re-engage parents with the school, a relationship which has been impacted by covid, and have started to bring our community back together again.

### Financial review

The Trustees' report that income was sufficient to cover charitable payments and expenses in the year to 31 August 2022 and the Trust had a surplus of £13,787 as shown on page 6 (2021 - £5,178).

### Reserve policy

The Trustees have reviewed the Charity needs for the reserves in line with the guidance issued by the Charity Commission. During the previous year ended 31 August 2021, we were awarded a grant of £5,927 from West Yorkshire PCC. This is a conditional grant which our charity will hold as restricted funds, whilst planning permission is being sought for the track. The charity's unrestricted funds were held until the start of the new school year (September 2022) and were then used to support the initial expenditure of fundraising events and activities.

The charity has ended the year in a strong financial position with total charity funds at 31 August 2022 of £27,854 (2021 - £14,067). This includes monies brought forward from the previous year, funds raised from events and restricted funds from the cycle track grant.

*Gillian Gordon*

Gillian Gordon (Jun 28, 2023 12:46 GMT+1)

.....  
Gillian Gordon  
Co-chair

Date: Jun 28, 2023

## **Independent Examiner's Report to the Trustees of Sandal Primary School Parent Partnership Group**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2022 which are set out on pages 5 to 7.

### **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 charity's accounts carried out under section 145 of the 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 charity 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:   
Lesley Kendrew BSc FCA  
BHP LLP  
New Chartford House  
Centurion Way  
Cleckheaton  
BD19 3QB

Relevant Professional Body: ICAEW

Date: Jun 28, 2023

## Sandal Primary School Parent Partnership Group

### Statement of Assets and Liabilities for the Year Ended 31 August 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Current assets</b>					
Santander		19,542	6,588	26,130	14,067
Debtors		510	-	510	-
Stock		1,214	-	1,214	-
<b>Total current assets</b>		<b>21,266</b>	<b>6,588</b>	<b>27,854</b>	<b>14,067</b>
<b>Net assets</b>		<b>21,266</b>	<b>6,588</b>	<b>27,854</b>	<b>14,067</b>
<b>Funds of the charity</b>					
Restricted funds		-	6,588	6,588	5,927
Unrestricted funds		21,266	-	21,266	8,140
Total funds carried forward	6	21,266	6,588	27,854	14,067

Jun 28, 2023

The financial statements were approved by the board and authorised for issue on ..... and signed on their behalf by:

*Gillian Gordon*

Gillian Gordon (Jun 28, 2023 12:46 GMT+1)

.....  
Gillian Gordon  
Co-chair

*Jemma Twine*

Jemma Twine (Jun 28, 2023 17:11 GMT+1)

.....  
Jemma Twine  
Co-chair

## Sandal Primary School Parent Partnership Group

### Receipts and Payments Account for the Year Ended 31 August 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Receipts</b>					
Voluntary income:					
Commission income		452	-	452	612
Fundraising events		36,824	661	37,485	2,108
Donations		320	-	320	1,065
Grants		2,695	-	2,695	5,927
<b>Total receipts</b>		40,291	661	40,952	9,712
<b>Payments</b>					
Cost of fundraising and social events		(21,604)	-	(21,604)	(688)
Grants paid	4	(4,386)	-	(4,386)	(3,634)
Administration costs		(1,175)	-	(1,175)	(212)
<b>Total payments</b>		(27,165)	-	(27,165)	(4,534)
Surplus for the financial year		13,126	661	13,787	5,178
<b>Reconciliation of funds</b>					
Total funds brought forward		8,140	5,927	14,067	8,889
Total funds carried forward		21,266	6,588	27,854	14,067

The funds breakdown for 2022 is shown in note 6.

# Sandal Primary School Parent Partnership Group

## Notes to the Financial Statements for the Year Ended 31 August 2022

### 1. Trustees remuneration and expenses

No trustees have received any remuneration or reimbursed expenses from the charity during the year or previous year.

### 2. Key management personnel

The Charity considers its key management personnel comprise the trustees.

The total key management personal remuneration benefits were £Nil (2021 - £Nil).

### 3. Transactions with trustees and other related parties

There are no transactions with trustees or other related parties during the year or previous year.

### 4. Grants paid

There was one grant paid during the year to Sandal Primary School to support the school and the activities they carry out.

### 5. Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area of for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 6.

### 6. Funds

	Balance at 1 September 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 August 2022 £
<b>Unrestricted</b>					
General	8,140	40,291	(27,165)	-	21,266
<b>Restricted funds</b>					
West Yorkshire PCC	5,927	-	-	-	5,927
Nursery and Reception	-	132	-	-	132
Years 1 and 2	-	228	-	-	228
Years 3 and 4	-	145	-	-	145
Years 5 and 6	-	156	-	-	156
<b>Restricted</b>	5,927	661	-	-	6,588
<b>Total funds</b>	14,067	40,952	(27,165)	-	27,854