

Trustees' Annual Report for the period									
From		Period start date			To		Period end date		
		Day 01	Month 09	Year 2023			Day 31	Month 08	Year 2024

Section A

Reference and administration details

Charity name

CHINTHURST PARENTS’ ASSOCIATION

Other names charity is known by

CPA

Registered charity number (if any)

1186874

Charity's principal address

CHINTHURST SCHOOL

52 TADWORTH STREET

TADWORTH

Postcode

KT20 5QZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ZOE LAYZELL-ROWE	CHAIR	01/07/2024 – CURRENT	
2	SOPHIE KEEN	VICE CHAIR	01/07/2024 – CURRENT	
3	JODIE KINGSLAND	TREASURER		
4				
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17				
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20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
ACCOUNTANT	Gilroy & Brookes Accountants Ltd	Suite 15 The Enterprise Centre Coxbridge Business Park Farnham Surrey GU10 5EH

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

N/A

Section B Structure, governance and management

Description of the charity's trusts

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

Parentkind Model Constitution – March 2021

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

ASSOCIATION

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

Trustees must be members of the association and are elected by members of the Association at the AGM.

Additional governance issues (Optional information)

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

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

Policies in place:
Code of Conduct
Model complaints procedure policy
Model conflict of interest policy
Model equal opportunities policy
Model expense policy
Model risk assessment policy
Model safeguarding policy
Model volunteering policy

Our organisation structure;
Chair
Vice Chair/ Co Chair
Treasurer
Secretary
Communications Secretary (New role for 24/25)

Section C Objectives and activities

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

The object of the Chinthurst Parents' Association is to advance the education of pupils in the school in particular by:

Developing effective relationships between the staff, parents and others associated with the school

Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

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

We work with our school, parents and pupils to put on a range of events and activities such as; balls, fairs, discos, craft activities, sponsored events, games nights, raffles. second-hand uniform sales, cake sales, Christmas card and Christmas tree sales

These help to raise funds & build the school community. We use our funds to purchase a range of goods and services that help advance the education of pupils at our school such as books, equipment, educational trips and training.

PUBLIC BENEFIT STATEMENT: The Trustees have complied with the duty in section 4 of the 2006 Charities Act to have due regard to guidance on public benefit published by the Commission.

Additional details of objectives and activities (Optional information)

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

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

Summary of the main achievements of the charity during the year

Over the last 18 months the CPA have given nearly £23,000.

We have funded the following;

Outdoor Classroom & Furniture
Climbing Wall
Outdoor Nursery Furniture
Coronation Pins
Nursery Library Equipment
Stage Kit
Athlete Fitness Circuit
Supported Multi Sports week

For the coming year 2024/2025 we will be providing the funds for the new Climbing Frame and Trim Trail.

Section E Financial review

Brief statement of the charity's policy on reserves

We keep £10,000 in reserve to ensure that we can put on one of annual ball events. At the end of the financial year we have £10,000 in reserves.

Details of any funds materially in deficit

Further financial review details (Optional information)

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

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

donations made up 100% of our fund raising this year.

In the current financial climate fund raising for the year 2024/2025 maybe even more challenging, but we will hopefully achieve this through continuing our usual main fund-raising events and looking at new activities for the year. We hope to provide a comprehensive calendar of events that all families can enjoy.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Zoe Layzell-Rowe

Jodie Kingsland

Full name(s)

Zoe Layzell-Rowe

Jodie Kingsland

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

01/09/2024

Chinthurst Parents Association
Statement of financial activities
for the year ended on 31/08/2023

Particulars	August 31st, 2023 Unrestricted funds £	August 31st, 2022 Unrestricted funds £
<u>Incoming resources</u>		
Charitable Income	52,458	22,540
Donations and legacies	180	-
	52,638	22,540
Investment income		
Bank Interest earned	44	-
Total incoming resources	52,682	22,540

<u>Resources expended</u>		
<i>Charitable activities</i>	68,380	41,520
<i>Governance cost</i>		
Accountancy	741	630
Total resources expended	69,121	42,150
Net movements in funds	(16,439)	(19,610)
Total funds brought forward	27,937	47,547
Total funds carried forward	11,498	27,937

Chinthurst Parents Association
Balance Sheet as at 31.08.2023

Particulars	August 31st, 2023		August 31st, 2022	
	£	£	£	£
<u>Current assets</u>				
Cash in hand	2,650			
100 Club Barclays (6850)	5,272		13,208	
100 Club old Barclays (6609)	100		133	
Barclays Bank Account (7652)	8,433		10,572	
Barclays Bank Account old (6595)	(127)		33	
Paypal Account	-		5,101	
		16,328		29,047
<u>Current liabilities</u>				
Trade creditors	480		-	
Other creditors	2,979		-	
Accrual	1,371		1,110	
		4,830		1,110
Net current assets		11,498		27,937
Net assets		11,498		27,937
<u>Funds</u>				
Unrestricted fund - opening balance	27,937		47,546	
Unrestricted fund - incoming resources	52,682		22,541	
Unrestricted fund - revaluations	-		-	
Unrestricted fund - outgoing resources	(69,121)		(42,150)	
		11,498		27,937
Total		11,498		27,937

Accountants Report to the Trustees of
Chinthurst Parents Association

I report on the accounts for the year ended 31 August 2023 set out on pages one to four.

Respective responsibilities of trustees

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act))

Accountant's report

The accounts (financial statements) have been prepared in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice. The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the relevant version of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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13 August 2024