

THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS

TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2024

LEGAL AND ADMINISTRATIVE INFORMATION

Name and address	The Parents and Friends of The Grammar School at Leeds c/o The Grammar School at Leeds Alwoodley Gates Harrogate Road Leeds LS17 8GS
Charity Number	1195863 1195863-1
Governing Document	Constitution
Trustees	Susan Woodroffe Saher Tariq Stephen Kingston Joanne Semple Lauren Evans Helen Forshaw Victoria Hart Kekeletso Mokete Gail Aderinto
Officers	K Mokete (Chair) L Evans (Treasurer) G Aderinto (Secretary)

THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS

TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2024

OBJECTIVES

The PFA plays an important role in the School. Its purposes are to:

- develop effective relationships between Parents, the School and its staff, plus others associated with School; and
- engage in activities which support or provide benefit to School or contribute towards the improvement of the educational experience of pupils who attend the School; and
- provide opportunities that support increased parental engagement and sense of community; and
- provide and assist in the provision of additional or improved facilities at the School at the discretion of the Trustees.

In practice this means that the PFA will undertake activities to:

- Assist in furthering the objectives of the School as laid out in the WSDP
- Promote the interests of the pupils and the School
- Help to develop co-operation and understanding between Parents and the School
- Support the integration of new Parents into the School community
- Increase parental engagement within the School
- Enable Parents, staff and pupils to build community spirit through a range of events
- Provide an opportunity for Parents to work with the School through the organisation of fund-raising activities which contribute to the best possible education for the pupils.

The Parents and Friends' funds shall be held at the discretion of the Trustees.

ORGANISATION

The Parents and Friends of the Grammar School at Leeds CIO (Charity Number 1195863) has a sole member/shareholder and this is GSAL. As the sole member, it is GSAL who elects Trustees of the PFA. There are 4 types of Trustee:

- One Trustee who is appointed by the Member, (i.e. appointed by GSAL)
- One Trustee who is a member of the Senior Leadership Team (referred to as a Deputy Head of School) and is appointed by the Principal
- Four "ex officio" Trustees. This means that they become Trustees by virtue of the roles that they hold at the School. They are: the Principal, the Vice Principal and Head of Primary; the Director of Finance and Operations; the Parents and Friends Liaison Officer (this can be anyone who the Principal thinks will provide a positive addition to the workings of the PFA, a current or past parent or a member of staff. Currently this is Helen Forshaw.)
- Elected Trustees who are appointed by the Member and there must be between 3 and 15 Elected Trustees

The Trustees shall meet at least once each term.

The Parents and Friends of the Grammar School at Leeds Trust (Charity Number 1195863-1) has one sole Trustee, The Parents and Friends of the Grammar School at Leeds CIO (Charity Number 1195863).

THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS

TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2024 (Continued)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees have the legal responsibility to control, manage and administer the affairs of the PFA and to ensure that it meets its objectives.

The law applicable to charities in England and Wales 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; 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 enable them to 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 and The Charities (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They 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 appointment of new trustees after having considered appropriate recommendations from the Committee.

REVIEW OF PROGRESS AND ACHIEVEMENTS

All Social activity for the Financial year ending August 2024 passed through Parents and Friends of the Grammar School at Leeds CIO (Charity Number 1195863-1) with only legacy activities passing through the Parents and Friends of the Grammar School at Leeds Trust (Charity Number 1195863-1). Accounts are combined here, however you will see that funds are separately identifiable.

Whilst in previous years, raising funds for the School's development within a friendly and enthusiastic environment has been the Parents and Friends main aim, greater focus has been placed this year (and will be in future years) on developing a sense of community within the parent group alongside this. This activity is carried out on a wholly voluntary basis by the committee members and a number of additional helpers. All funds generated are used to improve and enhance the facilities at the Grammar School at Leeds which are offered in a number of ways for the benefit of the public.

The Parents and Friends aim to raise at least £10,000 each year and in the year under review cash of £15,380 (£14,600 CIO, £780 Trust) was raised. This is above the target level due to the increased success of the 2 Kit used uniform sales and an increase in the number of events held.

2kit gently used uniform sales continue to be popular despite a lower level of stock due to Uniform supplier changes, although we would anticipate a downturn in sales in the next financial year until stock of the new uniform supply are donated. Sports Nights, Primary Family Events and the Choir have also proved popular.

THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS
TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2024 (Continued)

RESERVES POLICY

The Charity has reserves at the end of the year amounting to £104,706 (CIO: £28,022, Trust £76,684). The reserves are retained to provide future donations to the School as and when they are required.

REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS

Net income from social activities was £15,380 (CIO: £14,600, Trust: £780) and in 2023 it was £20,451 (CIO: £18,996, Trust: £1,455). Principal sources of income were the 2 kit gently used Uniform Shop (CIO: £9,304), Sports Nights (CIO: £1,818) and the Primary Christmas Event (CIO: £1,518). As a result, available funds at 31 August 2024 were £104,706.

No expenses have been incurred by the Trustees which have been reimbursed by the Parents and Friends of the Grammar School at Leeds.

By order of the Trustees

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

18th November 2024

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS

I report on my examination of the accounts of the Parents and Friends of The Grammar School at Leeds for the year ended 31 August 2024.

Responsibilities and basis of report

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('The Act').

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

Independent examiner's statement

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Geoff Daniel ACA
27 Plantation Gardens

Leeds

LS17 8SX



18th November 2024

THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2024

		Unrestrict ed Funds	Unrestrict ed Funds	Unrestrict ed Funds	Unrestrict ed Funds
		CIO	Trust	Combined	Combined
		2024	2024	2024	2023
	Not e	£	£	£	£
Subscriptions	1	0	426	426	463
Income from social activities	2	34,504	780	35,284	42,056
Income from Interest	3	<u>0</u>	<u>1,578</u>	<u>1,578</u>	<u>976</u>
Total Incoming resources		<u>34,504</u>	<u>2,784</u>	<u>37,288</u>	<u>43,495</u>
Cost of social activities	2	19,904	0	19,904	21,605
Administrative expenses		25	0	25	288
Donations to GSAL	4	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,400</u>
Total resources expended		<u>19,929</u>	<u>0</u>	<u>19,929</u>	<u>27,293</u>
		14,575	2,784	17,359	16,202
Balance at 1 September 2023		13,447	73,900	87,347	71,145
Balance at 31 August 2024		<u><u>28,022</u></u>	<u><u>76,684</u></u>	<u><u>104,706</u></u>	<u><u>87,347</u></u>

THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS

BALANCE SHEET AS AT 31 AUGUST 2024

		2024 - CIO	2024 - Trust	2024 - Combined	2023 - Combined
	Note			£	£
Current Assets					
Stock	5	0	328	328	328
Cash at Bank		28,022	77,006	105,028	87,869
		28,022	77,334	105,356	88,197
Creditors due within one year	6	0	(650)	(650)	(850)
Net Current Assets		28,022	76,684	104,706	87,347
Unrestricted Funds		28,022	76,684	104,706	87,347

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Approved by the Trustees on 18th November 2024

THE PARENTS AND FRIENDS OF THE GRAMMAR SCHOOL AT LEEDS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024 - 1195863

1 ACCOUNTING POLICIES

The financial statements are prepared in accordance with applicable United Kingdom accounting standards and follow the recommendations in Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2015).

Subscription income is included in the financial statements when received.

Donations to the Grammar School at Leeds are included in the financial statements when the expenditure is committed by the Trustees.

2 SOCIAL ACTIVITIES - CIO

	Income	Costs	Net	Net
			2023	2023
	£	£	£	£
2Kit Used Uniform Shop	11,265	1,961	9,304	15,956
Sport	6,308	4,490	1,818	(157)
Primary - Christmas Event	4,069	2,551	1,518	63
Primary - Year 6	2,525	1,856	669	416
Primary - Halloween Disco/Movie Night	867	342	525	1,475
Primary - Summer Disco	1,262	777	485	776
Music + Arts - Choir	1,827	1647	180	(28)
Music + Arts - Crafts	1,396	1285	111	
Primary - Wreath Making	1,065	1,000	65	0
Primary - Easter Egg Hunt	941	921	20	3
Senior - Wreath Making	1,010	1,000	10	(132)
Primary - Christmas Event 2023	0	0	0	(75)
Music + Arts - Bookclub	0	0	0	(16)
Primary - Costume Exchange	0	0	0	121
Multifaith - Iftar	0	0	0	236
Primary - Coronation/Paris Olympics	1,271	1,292	(21)	455
Music + Arts - Choir Gareth Malone	698	734	(36)	0
Senior - Year 7 Welcome	0	48	(48)	(97)
	<u>34,504</u>	<u>19,904</u>	<u>14,600</u>	<u>18,996</u>

2 SOCIAL ACTIVITIES - Trust 1105863 -

1

	Income	Costs	Net 2024	Net 2023
	£	£	£	£
500 Club	780	0	780	995
2Kit Used Uniform Shop	0	0	0	511
Primary Disco	0	0	0	(44)
Primary Crown Jewel Hunt	0	0	0	(7)
	<u>780</u>	<u>0</u>	<u>780</u>	<u>1,455</u>

3 INTEREST

	2024	2023
	£	£
Bank Interest	<u>1,578</u>	<u>976</u>
	<u>1,578</u>	<u>976</u>

4 DONATIONS TO THE GRAMMAR SCHOOL AT LEEDS

	2023	2023
	£	£
Classlist	<u>0</u>	<u>5400</u>
	<u>0</u>	<u>5,400</u>

5 STOCK

	2024	2023
	£	£
GSAL Merchandise - Cups	<u>328</u>	<u>328</u>
	<u>328</u>	<u>328</u>

6 CREDITORS

	2024	2023
	£	£
500 Club prizes outstanding	600	800
Other creditors	<u>50</u>	<u>50</u>
	<u>650</u>	<u>850</u>

OTHER CREDITORS

Covenanted loan	<u>50</u>	<u>50</u>
	<u>50</u>	<u>50</u>