



**ST PAUL'S GIRLS' SCHOOL
PARENTS' GUILD**

Registered Charity No.: 1199240

ST PAUL'S GIRLS' SCHOOL PARENTS' GUILD
Report of the Trustees for the period 09 June 2022 to 30 June 2023

The Trustees present their report along with the financial statements of the St Paul's Girls' School Parents' Guild ("Parents' Guild", "Guild" or "the Charity") for the period 09 June 2022 to 30 June 2023. The Charity is eligible to prepare its financial statement on Receipts & Payments basis. The financial statements comply with Charity's constitution and applicable law.

Objectives and activities

The objective of the Charity is to advance the education of pupils at St Paul's Girls' School ("SPGS" or "the School"), in particular by:

- (i) Developing and extending strong and effective relationships between parents, pupils, staff and others associated with SPGS; and
- (ii) Organising fundraising and other activities, providing resources and equipment and facilitating opportunities which benefit and support the School.

The Charity's objectives are achieved through organising social, cultural and volunteering for the pupils and their parents and donating the net proceeds of those events for the purchase of items or funding of projects or other endeavours which the Trustees agree would benefit the School. In addition, contributions are made to the SPGS bursary fund. The Trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning activities.

Achievements and performance

With the invaluable support of parent volunteers, the Guild has completed another year of successful events and activities. The Guild hosted popular social events as well as cultural and charity volunteer gatherings; highlights included drinks parties for each year group, a school-wide quiz for parents and several oversubscribed Arts Society outings. The volunteer teams provided invaluable services including Lost Property, Flowers, Sports Club and Merchandising. The Year and Form Representatives provided numerous opportunities for parents to get to know each other and also facilitated communication.

Financial Review

The Guild's activities during the period have raised net funds of £54,844.

The total commitments towards School projects and contributions during the year amounted to £28,064. The charity agreed to support equipment and resources across a number of different areas of the school, including academics, music, wellness and community-building, and made contributions to travel scholarships and the student charities committee. In addition, a contribution of £30,000 was made to the SPGS Bursary Fund.

ST PAUL'S GIRLS' SCHOOL PARENTS' GUILD
Report of the Trustees for the period 09 June 2022 to 30 June 2023

As at 30 June 2023, £6,734.63 is committed but not yet spent on school projects, the majority of which is expected to be incurred in the next 12 months.

A net deficit of £3,220 has been deducted from opening funds of £74,171, resulting in closing funds of £70,951.

Reserves policy

The Charity has no fixed commitments and, therefore, it is not considered necessary to hold any specific level of reserves. Monies are only allocated to projects after the funds have been raised. It is the policy of the Charity to determine that the total of funds committed will never exceed the funds held.

Structure, governance and management

The Charity is governed by a written constitution last updated in March 2022.

Management

The management of the Charity is vested in a Committee consisting of approximately thirty members. These include at least three Trustees who hold the roles of Chair, Secretary and Treasurer (these roles may be shared) and other Committee members appointed by the Trustees.

The Committee meets three times a year to administer the Charity and to make decisions about expenditure on School projects. The organisation of the social, cultural and volunteering events and activities are managed on a day-to-day basis by teams made up of parents from different year groups of the School. Each team is chaired by or under the control of a current member or members of the Committee.

Related party

The Charity has a very close relationship with St Paul's Girls' School which is a charity and which sends representatives to the Guild's Committee meetings as non-voting attendees.

Risks

Internal risks are minimised by the implementation of formal procedures for the authorisation of all transactions and projects. Budgeting and expenditure control of events are formulated so that there is an excess of income over expenditure for each fundraising event. To reduce exposure to risk, monies are only committed to projects after the funds have been raised, never in anticipation.

ST PAUL'S GIRLS' SCHOOL PARENTS' GUILD
Report of the Trustees for the period 09 June 2022 to 30 June 2023

Investment powers

Under the Constitution, there are no restrictions on the power of the Charity to make any investments which the Trustees see fit.

Reference and administrative details

Trustees

The Trustees for the year 2022-23 were:

Dee Purdy (Chair as of 18 May 2023)
Abhishek Goenka (Treasurer as of 24 January 2024)
Ganna Abdulakh (Trustee as of 25 February 2024)
Selina Zhang (Treasurer as of 18 May 2023, resigned 24 January 2024)
Angie Chung (Krens) (Chair – resigned 18 May 2023)
Linda Wei (Orlandi) (Secretary – resigned 18 May 2023)
Jitender Thind (Treasurer – resigned 18 May 2023)

Bankers

Lloyds Banking Group

Principal Office

St Paul's Girls' School
LONDON
W6 7BS

Responsibilities of the Trustees

The Charities Act 2011 requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies that are appropriate for the Charity and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards and the Charities SORP, disclosing and explaining any departures in the financial statements and
- prepare the financial statements on the basis that the Charity will continue in operation unless it is inappropriate to presume this.

ST PAUL'S GIRLS' SCHOOL PARENTS' GUILD
Report of the Trustees for the period 09 June 2022 to 30 June 2023

The Trustees confirm that they have complied with the above requirements in preparing the financial statements.

The Trustees are required to manage the Charity in accordance with its Constitution, maintain accounting records which 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. 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.

Dee Purdy



Approved by the Trustees and signed on their behalf by Dee Purdy (Chair)

19 March 2024

**Independent examiner's report
to the trustees of
St Paul's Girls' School Parents' Guild**

I report to the trustees on my examination of the accounts of St Paul's Girls' School Parents' Guild ("the Guild") for the period ended 30 June 2023.

Responsibilities and basis of report

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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

Signed: *Vladimir Cara*

Name: Vladimir Cara

Relevant professional qualification or membership of professional bodies:

AICPA (American Institute of Certified Public Accountants)
CFA Institute (Chartered Financial Analyst Institute)

Address: 55 Belgrave Gardens London NW8 0RE

Date: April 2, 2024

St. Paul's Girls School Parents Guild
(Registered Charity Number 1199240)

Receipts & Payments from 09/06/2022 to 30/06/2023

Description	Receipt	Payment	Net Raised
Fund raised:			
Termly subsidy from parents	£ 14,800	£ -	£ 14,800
Lost property	£ 15,903	£ -	£ 15,903
Christmas raffle (includes donation : £4,366)	£ 13,288	£ 2,601	£ 10,687
Community events	£ 11,746	£ 10,260	£ 1,486
Arts society (includes donation : £120)	£ 18,222	£ 13,375	£ 4,847
Merchandise	£ 13,309	£ 9,645	£ 3,663
Sports Committee	£ 12,356	£ 7,855	£ 4,502
Other Income & Expenses	£ 28	£ 1,073	£ (1,045)
	£ 99,652	£ 44,808	£ 54,844

Donations:

Bursary	£ 30,000
Approved school projects	£ 15,064
School charity committee	£ 6,000
Travel Scholarship	£ 7,000
	£ 58,064

Net movement in funds	£ (3,220)
Opening bank balance (unrestricted)	£ 74,171
Closing bank balance (unrestricted)	£ 70,951

Signed on behalf of Trustees

Dee Purdy

Date : 19 March 2024



Abhishek Goenka

Abhishek Goenka

Date : 19 March 2024

ST PAUL'S GIRLS' SCHOOL PARENTS' GUILD
Report of the Trustees for the period 09 June 2022 to 30 June 2023

Notes to the Receipt & Payment Account for the period 09/06/2022 to 30/06/2023:

1. In compliance with the Charity Commission's regulations for organisations with gross receipts below £250,000, we have prepared our accounts on a cash basis.
2. As this is the first set of accounts since the charity's registration, the Receipts and Payment Account have been prepared for the period starting from the registration date of 09/06/2022 through to the first fiscal year-end on 30/06/2023
3. As of 30/06/2023, the charity's financial position comprised solely of the bank balance, with no significant assets or liabilities to report. Consequently, a balance sheet has not been prepared. The closing bank balances as on 30/06/2023 is a under:

Account Type	Balance
Main Account	£ 44,263
Merchandise Account	£ 5,591
Sports Committee Account	£ 21,097
Total	£ 70,951

After careful analysis of the current assets, and considering the timing of cash inflows from various events and activities, donations and other receivables, as well as the outflows related to these activities and committed donations, the trustees are confident that the charity will be able to pay bills, invoices, charges, and meet other liabilities as they fall due.

4. Since the accounts are maintained on a cash basis, the recorded net fundraised for specific activities may not precisely represent the funds raised for an activity during the reported period. For instance, expenses for an event may have been paid before 09/06/2022, yet the income from that event might have been received after 09/06/2022. Conversely, related expenses for an event conducted before 09/06/2022 may have been paid after 09/06/2022.
5. The receipts for the merchandise are from the sale of SPGS-branded products to parents, teachers, students, and alumni. The payments relate to product procurement.

ST PAUL'S GIRLS' SCHOOL PARENTS' GUILD
Report of the Trustees for the period 09 June 2022 to 30 June 2023

6. The sports committee receives receipts from the subscription fees collected from parents for the use of the swimming pool. Related expenses include payments to the school to cover the pool's maintenance costs and the employment of lifeguards.
7. Payment for approved school projects consist of the following :

Description	Amount
Chinese calligraphy	£ 370
Data harvest- science dept.	£ 5,356
Territory speakers	£ 185
Rosie nash brooces	£ 2,500
Wellbing books/materials	£892
Table tennis	£1,500
School prizes	£ 300
Poetry reader	£ 440
Display cabinets	£ 447
Malmark hanbells	£ 2500
VIII leavers booth	£ 510
Others (individually less then £100)	£ 63
Total	£15,063