

St Christopher's School & Nursery Parents Teacher Association

**Report of the Trustees and Accounts
for the Year Ending 31 August 2024**

Legal and Administrative Information

Status

St Christopher's School & Nursery Parents Teacher Association is a registered charity.

Registered Charity Number: 1206169

Address of the Association

St Christopher's School & Nursery Parents Teacher Association

6 Downs Road

Epsom

Surrey KT18 5HE

Trustees and Council Members

Name	Position	Date Elected
Emma Dewar	Chair	6 November 2023
Kay Wood	Vice Chair	6 November 2023
Rebecca Hughes	Vice Chair	6 November 2023
Anita Eleanaka	Secretary	6 November 2023

Bankers

Lloyds Bank

64 High Street

Epsom

Surrey KT19 8AT

Report of the Trustees for the Year Ended 31st August 2024

The Trustees are pleased to present their Annual Report together with the Accounts of the St Christopher's School & Nursery Parents Teacher Association for the year ended 31st August 2024.

Introduction and Background Information

St Christopher's School & Nursery Parents Teacher Association, is a registered charity run by the parents of the St Christopher's School & Nursery. Its aim is to raise money by fundraising activities for use within the School, which help advance the education of pupils at the school. We raise funds to help support additional activities, and supporting school initiatives such as World Book week, science weeks. We put on events to bring parents, teachers, pupils, and the community together. For example, we have funded workshops for Chinese New Year, Coronation celebrations, outside play equipment.

Membership of the St Christopher's School & Nursery Parent Teacher Association is open to parents and guardians of current pupils at the School. It is administered and managed in accordance with its Constitution by the St Christopher's School & Nursery Trustees. Trustees are elected at the annual general meeting of the St Christopher's School & Nursery Parent Teacher Association. The elected Officers and Council Members for the year ended 31st August 2024 are listed on page 1.

Activities During the Year

Fundraising Activities

In 2024, the Association had a full year of fund-raising activities. The Christmas Fair and Summer Fair were a great fundraising successes. We thank all of the volunteers who helped make these events a great event and a source of funds for the association. In addition to these events, the uniform sale events, family photography day and the Summer Ball, were activities that took place over the course of the year. We also thank the volunteers who make these regular activities possible.

Our top fundraising activities in 2024 was the Summer Fair, raising £3,467 significantly more than the loss of £88 the prior year and the second hand uniform sales raised £4,043 which was similar amount to the prior year. Together the remaining activities raised £4,246.

Donations awarded to the School

During the year 2023/24 the Association authorised donations to the school totalling £2,082, this is lower than the 2023's amount of £6,814. This included, but were not limited to the following: Black History Wow day £474, Easter Eggs £195, Year 2 treat trip £1,370.

Results for the Year

The results for the year ended 31st August 2024 are shown starting on page 4 of the attached accounts.

Reserves Policy

The reserves held in the General Fund are kept at a level sufficient to cover circa two years' worth of Grants and Donations to the school and the ongoing funding of the FSA fundraising activities. The year end Fund is higher than this currently as there are known donations to the school for the following year.

Kay Wood
Vice Chair



Dated

30 January 2025

Statement of Financial Activities for the Years Ending 31 August 2024

Income & Expenditure Accounts for the Year ending 31 August 2024

	Notes	Total Funds		Total Funds	
		2024		2023	
Incoming Resources:					
Income from activities to generate funds	2	£	33,195	£	28,431
Total Incoming Resources		£	33,195	£	28,431
Resources Expended:					
Costs of generating funds	2	£	(21,440)	£	(24,090)
Grants and donations payable	3		(2,082)		(6,443)
Management and administration	4		(1,039)		(790)
Total Resources Expended		£	(24,561)	£	(31,323)
Net Surplus (Loss)		£	8,634	£	(2,892)
Total Funds at 1 September					
		£	13,835	£	16,727
Net Surplus (Loss)			8,634		(2,892)
Net Movement in Funds		£	8,634	£	(2,892)
Total Funds at 31 August		£	22,469	£	13,835

The notes on pages 6 to 7 form part of these accounts.

Balance Sheet as of 31 August 2024

	Notes	2024	2023
Current Assets			
Debtors	5	£-	£603
Cash	6	<u>£22,469</u>	<u>£13,232</u>
		<u>£22,469</u>	<u>£13,232</u>
Creditors			
Amounts falling due within one year		<u>£ -</u>	<u>£ -</u>
Net Current Assets		£22,469	£13,854
Net Assets		£22,469	£13,854

Represented by:

Unrestricted Funds

General funds	£22,469	£13,854
Total Funds	£22,469	£13,854

The notes on pages 6 to 7 form part of these accounts.

Notes to the Accounts for the Year Ending 31 August 2024

1. Accounting Policies

- a. These accounts have been prepared under the historical cost convention, in accordance with applicable accounting standards and the Statement of Recommended Practice (SORP 2000) issued by the Charity Commission - "Accounting and Reporting by Charities".
- b. These accounts have been prepared on an accrual basis.

2. Activities to Generate Funds

	2024 Income (£)	2024 Costs (£)	2024 Net Surplus (£)	2023 Net Surplus (£)
Uniform Sale	5,842	1,799	4,043	4,111
Summer Fair	4,587	1,121	3,467	(88)
Christmas Fair	2,884	1,000	1,884	(1,428)
Photography Day	665	0	665	1,003
Cook Book	820	255	565	0
Summer Ball	11,763	11,305	458	(538)
Discos	1,107	670	437	529
Christmas Merchandise	2,315	1,912	402	397
Quiz night	1,102	800	302	251
Sports Day	149	52	97	105
Cinema Night	1,295	1,895	(601)	0
Wreath Making	315	280	35	0
Macmillan morning	351	351	0	0
	£33,195	£21,440	£11,755	£4,341

3. Grants & Donations Payable

	2024 (£)	2023 (£)
Year 2 Treat Trip	1,370	1,075
WOW experiences	474	955
Easter Eggs	195	219
Purchases for the school ("School Grants")	43	5,222
	£2,082	£6,443

4. Management & Administrative Costs

	2024 (£)	2023 (£)
Catering AGM/ Meetings and Other PTA expenses	346	590
Insurance, Website, licence costs, card machines	694	200
	£1,039	£790

5. Debtors

	2024 (£)	2023 (£)
Deposits and refunds	0	603
	£0	£603

6. Cash

	2024 (£)	2023 (£)
Current account	6,422	12,615
Paypal account	687	484
Savings account	15,000	0
Petty Cash/Floats	360	133
	£22,469	£13,835

Independent Examiner's Report for the Year Ending 31 August 2024

I report on the accounts of the St Christopher's School & Nursery Parents Teacher Association for the year ending 31 August 2024, which are set out on pages 4 to 7.

Responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with General Directions given by the Charity Commissioner. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements for the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Ian Shay FCA
Chartered Accountant

Hatton Green
Salcott
Maldon
Essex
CM98HL

Dated: 3rd December 2024