

TRUSTEES' ANNUAL REPORT

Heber School Parents and Friends

A Charitable Incorporated Organisation
For the period 15 April 2024 to 31 August 2025

Charity name	Heber School Parents and Friends
Charity type	Charitable Incorporated Organisation (CIO)
Charity Commission number	1207848
Reporting period	15 April 2024 to 31 August 2025
Principal office	England (London Borough of Southwark)
Accounts basis	Receipts and Payments

Approved by the trustees and signed on their behalf by:

Name	Holly Hurst
Position	Chairperson
Signature	
Date	22.06.2026

1. Reference and Administrative Details

Full name	Heber School Parents and Friends
Charity type	Charitable Incorporated Organisation (CIO)
Charity Commission number	1207848
HMRC charity reference	ZD66373
Principal office	England (London Borough of Southwark)
Governing document	CIO Constitution, adopted April 2024
Reporting period	15 April 2024 to 31 August 2025
Accounts basis	Receipts and Payments

Trustees during the period

Name	Role	Appointed
Holly Hurst	Chairperson & Trustee	April 2024
Joe Fraser	Trustee	April 2024
Polly Mackenzie	Trustee	April 2024

Organisational structure

Heber School Parents and Friends is a Charitable Incorporated Organisation (CIO) whose only voting members are its trustees. The board comprises a minimum of three trustees, appointed by resolution of the existing trustees. Officers (Chair, Secretary, Treasurer) are elected by and from the trustees. The Governing Body of Heber Primary School has the right to appoint one trustee to the board.

The charity operates solely within the London Borough of Southwark, the local authority that contains the catchment area of Heber Primary School.

2. Objects and Activities

Charitable objects

The objects of the CIO are to advance the education of pupils at Heber Primary School, in particular by:

- developing effective relationships between staff, parents and others associated with the school; and
- engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

Public benefit

The trustees confirm they have had regard to the Charity Commission's guidance on public benefit when reviewing the charity's aims and activities. The charity delivers public benefit by:

- fundraising to provide financial resources directly to Heber Primary School for the benefit of its pupils;

- purchasing equipment and resources that support the educational and extracurricular activities of pupils; and
- organising community events that strengthen the relationships between families, staff and the wider school community.

The primary beneficiaries are the children enrolled at Heber Primary School, with secondary benefit to their families and the school community.

3. Achievements and Performance

This was the charity's first period of operation following registration as a CIO in April 2024. The trustees are pleased to report a strong and active inaugural period, with a full programme of fundraising events delivered by a dedicated team of volunteer parents and a significant sum remitted directly to the school.

Fundraising events

The following events were held during the period:

Event	Description	Net surplus / (deficit)
Fun Run	Sponsored run with local business sponsorship; T-shirts and medals for all pupils.	£4,898
Summer Fair	Annual community fair with food, games and donations.	£7,888
Quiz Nights	Community quiz evenings held across the period.	£2,828
Football Tournament	School football event, supported by sponsorship from Pedder estate agents.	£2,403
Christmas Cards	Personalised Christmas card sales via IQ Digital House Cards	£537
Raffle	Prize raffle held at community events.	£533
Uniform Sale	Second-hand school uniform exchange for families.	£36
Disco	School disco event.	(£129)
International Evening	Community cultural celebration, no fundraising occurred at the event but the charity covers some of the costs.	(£373)
Winter Fair	Seasonal community event.	(£359)
Pumpkin Carving	Seasonal community activity; materials cost exceeded entry income	(£423)

Other income

In addition to event income, the charity received the following:

- A corporate donation of £1,000 from Commodities People that was restricted for a teacher's sole use.
- A restricted donation of £315 from the Charities Trust which was used to purchase new netball posts that are the property of Heber School.

- Income of £60 via Parentkind / ASDA Cashpot for Schools promotion.
- PayPal Giving Fund donations totalling £4,573 (received as cheques, not yet banked at period end).
- Other donations from parents and supporters received during the period.

Funds remitted to the school

The charity's primary charitable purpose is fulfilled by transferring funds directly to Heber Primary School for the benefit of its pupils. During the period, the charity remitted a total of £31,950 to the school, comprising:

Recipient	Date	Amount	Description
Heber Primary School	21 Nov 24	£6,950	Remittance for school spending
Heber Primary School	06 Dec 24	£6,000	Remittance for school spending
Heber Primary School	13 Dec 24	£1,000	Remittance for school spending
Heber Primary School	15 Jul 25	£9,000	Remittance for school spending
Heber Primary School	23 Jul 25	£9,000	Remittance for school spending
Total		£31,950	

In addition, the charity purchased netball posts for the school at a cost of £259. The posts are owned by and remain on the premises of Heber Primary School.

4. Financial Review

Summary of Receipts and Payments for the period 15 April 2024 to 31 August 2025

	£
Income	
Fundraising and trading income	74,139
Total income	74,139
Expenditure	
Charitable activities – funds remitted to school and equipment	32,209
Fundraising costs – event expenses	10,436
Governance costs – insurance	56
Total expenditure	42,701
Surplus for the period	31,438

Statement of Financial Position at 31 August 2025

	£
Current Assets	
Cash at bank (Co-operative Bank)	7,235
Arbor Platform receivable	19,630
Other debtors (PayPal Giving Fund cheques awaiting banking)	4,573
Total assets	31,438
Liabilities	Nil
Net assets	31,438

Notes on the financial position

The balance of £19,630 receivable from Heber Primary School, represents funds collected through the school's Arbor payment platform that had not yet been transferred to the charity's bank account at the period end and are attributed to the following events:

- Fun Run: £1,630
- Non-event: £18,000

Other debtors: The balance of £4,573 represents three PayPal Giving Fund cheques received before 31 August 2025 but not yet banked at that date.

Reserves policy

The trustees aim to maintain sufficient unrestricted reserves to meet the costs of winding down the charity's activities if necessary, and to provide working capital between fundraising events. The trustees consider a minimum free reserve of approximately £2,000–£3,000 to be appropriate given the scale and nature of the charity's activities.

At 31 August 2025, free reserves substantially exceed this level, reflecting the strong fundraising performance of the period. The trustees intend to deploy the majority of funds held at the period end to the school during the next financial year.

Going concern

The trustees are satisfied that the charity has adequate resources to continue its activities for the foreseeable future.

5. Plans for Future Periods

In the next financial year (September 2025 to August 2026), the trustees plan to:

- Continue the programme of fundraising events, including the Fun Run, Summer Fair, Quiz, Disco and seasonal activities.
- Remit the majority of funds held at the period end to Heber Primary School for the benefit of its pupils.

- Obtain Gift Aid registration

6. Structure, Governance and Management

Trustee recruitment and induction

New trustees are recruited by resolution of the existing board, with regard to the skills, knowledge and experience needed for effective administration of the CIO. Each new trustee receives a copy of the CIO constitution and the latest trustees' annual report and accounts on or before appointment. No trustee may be appointed for more than three consecutive terms but terms after 3 years can be extended by 1 year. The trustee structure will be reviewed in the next financial year.

Decision-making

The board meets regularly throughout the year. A quorum is two trustees or one third of those then serving, whichever is greater. Decisions may also be taken by resolution in writing agreed by a majority of trustees. No expenditure may be incurred on behalf of the CIO except in accordance with a budget previously agreed by the trustees.

Conflicts of interest

Trustees are required to declare any conflict of interest and absent themselves from any discussion or vote on matters in which they have a personal interest. The charity operates in accordance with the conflicts of interest provisions set out in its CIO constitution.

Risk management

The trustees have identified the following key risks to the charity and the mitigations in place:

Risk	Mitigation
Dependency on volunteer capacity to organise events	Broad base of engaged parent volunteers; events planned well in advance
Low event attendance reducing income below costs	Event costs kept proportionate to expected income; programme diversified across multiple events
Loss of key payment platforms or banking relationships	Migration to new payment infrastructure underway; multiple platforms in use.
Reputational risk from events not meeting community expectations	Close communication with school leadership; community feedback incorporated into planning

7. Declaration

The trustees declare that they have approved this Trustees' Annual Report, that it is accurate and complete to the best of their knowledge and belief, and that it has been prepared in accordance with the Charities Act 2011 and the Charity Commission's guidance for charities preparing receipts and payments accounts.

Signed by	Holly Hurst
Position	Chairperson
Signature	
Date	22.06.2026



Receipts and payments accounts

For the period from	Period start date 15-Apr-24	To	Period end date 31-Aug-25
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Christmas Cards	537	-	-	537	-
Disco	1,667	-	-	1,667	-
Football Tournament	2,403	-	-	2,403	-
Fun Run	8,653	-	-	8,653	-
International Evening	122	-	-	122	-
Pumpkin Carving	7	-	-	7	-
Quiz	4,003	-	-	4,003	-
Raffle	533	-	-	533	-
Summer Fair	9,782	-	-	9,782	-
Uniform Sale	36	-	-	36	-
Winter Fair	533	-	-	533	-
Non-event receipts	44,549	1,315	-	45,864	-
Sub total (Gross income for AR)	72,824	1,315	-	74,139	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	72,824	1,315	-	74,139	-
A3 Payments					
Christmas Cards	-	-	-	-	-
Disco	1,796	-	-	1,796	-
Football Tournament	-	-	-	-	-
Fun Run	3,755	-	-	3,755	-
International Evening	495	-	-	495	-
Pumpkin Carving	430	-	-	430	-
Quiz	1,175	-	-	1,175	-
Raffle	-	-	-	-	-
Summer Fair	1,893	-	-	1,893	-
Uniform Sale	-	-	-	-	-
Winter Fair	892	-	-	892	-
Charitable Activities (payments to Heber School)	31,950	-	-	31,950	-
Governance Costs	56	-	-	56	-
Equipment Purchase	-	259	-	259	-
Sub total	42,442	259	-	42,701	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	42,442	259	-	42,701	-
Net of receipts/(payments)	30,382	1,056	-	31,438	-
A5 Transfers between funds		-	-	-	-
A6 Cash funds last year end		-	-	-	-
Cash funds this year end	30,382	1,056	-	31,438	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Balance	7,235	-	-
	Cash held by Heber Primary on behalf of Heber School Parents and Friends	18,574	1,056	-
	Cheques to be cashed from Paypal Giving Fund	4,573	-	-
	Total cash funds	30,382	1,056	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Accounts Receivable from Heber Primary		-	-
	Accounts Receivable from Paypal Giving Fund (cheques)		-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

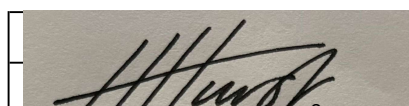
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



Holly Hurst

30/06/2026



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Heber School Parents and Friends

On accounts for the year
ended

31 August 2025 (reporting period 15
April 2024 – 31 August 2025)

Charity no 1207848

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2025 (reporting period 15 April 2024 – 31 August 2025).

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date: 29.06.26

Name:

James Leadbetter

Relevant professional
qualification(s) or body
(if any):

Chartered Accountant (ICAS)

Address:

60b Heber Road

London

SE22 9JX

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A