

Trustees' Annual Report
Latchmere School's Parents' Association

From (start date) *1 January 2021*

To (end date) *31 December 2021*

SECTION A: REFERENCE AND ADMINISTRATION DETAILS

Charity Name	<i>Latchmere Schools Parents' Association</i>
Other names the charity is known by	<i>LSPA</i>
Registered Charity Number	<i>272376</i>
Charity's principal address	<i>Latchmere School Latchmere Road Kingston upon Thames KT2 5TT</i>

Names of the charity trustees who manage the charity

No.	Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1.	<i>Emma Hugill</i>	<i>Chair</i>	<i>Whole Year</i>	<i>N/A</i>
2.	<i>Olivia Evans</i>	<i>Vice Chair</i>	<i>Whole Year</i>	<i>N/A</i>
3.	<i>Tiffany Blackburn</i>	<i>Secretary</i>	<i>Whole Year</i>	<i>N/A</i>
4.	<i>Nimet Pygram</i>	<i>Treasurer</i>	<i>Whole Year</i>	<i>N/A</i>
5.	<i>Gemma Pope</i>	<i>Committee Member</i>	<i>Whole Year</i>	<i>N/A</i>
6.	<i>Kelly Taylor</i>	<i>Committee Member</i>	<i>Whole Year</i>	<i>N/A</i>
7.	<i>Rebecca Ruttley</i>	<i>Committee Member</i>	<i>Appointed 28/04/2021</i>	<i>N/A</i>
8.	<i>Anna Jarman</i>	<i>Vice Chair</i>	<i>Appointed 28/04/2021</i>	<i>N/A</i>
9.	<i>Louise Stafford</i>	<i>Vice Chair</i>	<i>Resigned 28/04/2021</i>	<i>N/A</i>
10.	<i>Sonia Cook</i>	<i>Vice Chair</i>	<i>Resigned 28/04/2021</i>	<i>N/A</i>

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

Name	Dates acted if not for whole year
N/A	

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
N/A		

SECTION B: STRUCTURE, GOVERNANCE AND MANAGEMENT

Description of the charity's trusts

Type of governing document (e.g. trustees deed, constitution)	<i>LSPA Operational Manual, constitution document</i>
How the charity is constituted (e.g. trust, association, company)	<i>Association with appointed Trustees</i>
Trustee selection methods (e.g. appointed by, elected by)	<i>Election at AGM</i>

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 organisation's structure and any wider network with which the charity works;
- relationship with any parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The LSPA is an appointed charity to supplement the learning of children at Latchmere Primary School.

SECTION C: OBJECTIVES AND ACTIVITIES

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

The principal activity of the charity is to provide for the advancement of education in Latchmere Schools by contributing to educational facilities and extending relationships between staff and parents. The charity was registered on the 27th January 1977.

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)

Fundraising events and community engagement.

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.

N/A

SECTION D: ACHIEVEMENTS AND PERFORMANCE

Summary of the main achievements of the charity during the year.

Fundraising net income before grants c£21k, grants of c£18k made to improve school facilities.

SECTION E: FINANCIAL REVIEW

Brief statement of the charity's policy on reserves.

General fund reserves: £28,762

Restricted fund reserves: £4,032

All reserves are net fundraising balances held to finance projects as and when requested by Latchmere School. Grants are paid to the school once the cost is incurred.

General fund reserves are material due to the disruption to school activities due to the pandemic.

The restricted fund relates to the school swimming pool which, £5,888 was granted to school in year.

Details of any funds materially in deficit.

N/A

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.

The charity's principal source of funds are school fairs.

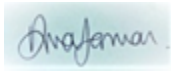
The charity has moved from accruals to receipts and payments accounting basis.

SECTION F: OTHER OPTIONAL INFORMATION

N/A

SECTION G: DECLARATION

The trustees declare that they have approved the trustees' report above
Signed on behalf of the charity's trustees.

Signature	
Full Name	<i>Anna Jarman</i>
Position	<i>Co-Chair, LSPA</i>
Date	<i>23 May 2023</i>



CHARITY COMMISSION
FOR ENGLAND AND WALES

LATCHMERE SCHOOLS PARENTS'
ASSOCIATION

272 376

Receipts and payments accounts

CC16a

For the period
from

01 Jan 2021

To

31 Dec 2021

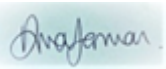
Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Event Receipts	34,235	-	-	34,235	22,457
Other Receipts	2,034	502	-	2,537	9,690
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	36,269	502	-	36,771	32,148
A2 Asset and investment sales, (see table).					
n/a	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	36,269	502	-	36,771	32,148
A3 Payments					
Event Payments	14,443	-	-	14,443	8,106
Other Payments	878	216	-	1,094	1,606
Grants to School	12,327	5,888	-	18,215	37,911
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	27,648	6,104	-	33,752	47,623
A4 Asset and investment purchases, (see table)					

n/a	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	27,648	6,104	-	33,752	47,623
Net of receipts/(payments)	8,621	- 5,602	-	3,019	- 15,475
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	20,141	9,634	-	29,775	45,250
Cash funds this year end	28,762	4,032	-	32,794	29,775

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	LSPA Main Account	28,762	-	-
	LSPA Pool Account	-	4,032	-
		-	-	-
	Total cash funds	28,762	4,032	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Details			
B2 Other monetary assets	Cash Float	51	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	n/a		-	-

			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	n/a		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	n/a		-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Anna Jarman	8 June 2023	



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's report
on the accounts**

**Report to the trustees/
members of** Latchmere Schools Parents' Association

**On accounts for the year
ended** 31 December 2021 **Charity no
(if any)** 272 376

Set out on pages 1-3
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2021**.

**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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed: Anthony Perera

Date: 08/06/2023

Name: Anthony Perera

**Relevant professional
qualification(s) or body (if
any):** MAAT, AATQB

Address: A N Perera & Co
173 Barnfield Avenue
Kingston upon Thames
Surrey KT2 5RQ

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

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on the accounts**

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members of** Latchmere Schools Parents' Association

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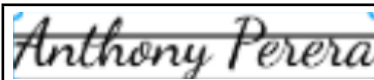
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Signed:  **Date:** 08/06/2023

Name: Anthony Perera

**Relevant professional
qualification(s) or body (if
any):** MAAT, AATQB

Address: A N Perera & Co
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