

**THE PARENT TEACHER ASSOCIATION OF
EAST SHEEN PRIMARY SCHOOL**

**TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2023**

Registered Charity No. 273295

EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

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**EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION
CHARITY INFORMATION**

Charity Number	273295
Trustees and Committee	Deborah Canner (resigned 26th May 2023) Dawn Clacher (resigned 11 October 2022) Doratheia Georgiadou Tracey Grove (resigned 11 October 2022) Daniel Guzman Jessica Oliver (resigned 11 October 2022) Harry Page (appointed 26th May 2023) Justyna Sandomierska-Wasik Basak Yagci Andrew Young
Constitution	Constitution adopted 6 November 1973 and amended 26 November 1974, 17 November 1975, 18 September 1986, 23 September 2002 and 22 October 2013
Principal Address	East Sheen Primary School Upper Richmond Road West London SW14 8ED
Bankers	Barclays Bank plc 8 George Street Richmond Surrey TW9 1JU
Independent Examiner	Mr Paul Wickman 14 Hertford Avenue East Sheen London SW14 8EE

EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST AUGUST 2023

The Trustees, who are referred to as the Committee, present their report and financial statements for the year ended 31 August 2023.

REVIEW OF THE OPERATIONS

This year a total of £108,904 (2022: £52,347) has been raised. This represents another significant amount of fundraising for the PTA during the year, due in part to the regular events, including the Coffee Fund, Quiz Nights, Christmas and Summer fairs, with addition of a Spring Ball and a separate crowdfunder dedicated to the new school Astroturf.

As shown in the accounts, total expenditure of £116,472 (2022: £38,891) occurred in the current year. With the return of in-person events, there were fundraising costs of £29,176 (2022: £8,377) with the costs of the fairs and quiz night included, along with costs of £15,668 for the Spring Ball. The PTA has been asked to contribute £50,000 towards the costs of replacing the school Astroturf, which was completed in August 2023, and also made regular classroom contributions to the school worth over £32k.

The PTA continues to look for worthwhile projects, both large and small.

The PTA would like to thank everyone who has supported our fundraising efforts this year.

ORGANISATION

The membership of the PTA comprises the parents and legal guardians of pupils in the School and members of the teaching or other staff of the School.

The Committee, which is elected by the members annually, manages the PTA. This Committee organises events, with the help of the main body of members, to raise funds. These funds are then distributed by Committee decision.

There have been no material changes in either the objectives or policies since the last Annual General Meeting.

OBJECTIVES AND ACTIVITIES

The objects are to promote and further the charitable aims and objectives of East Sheen Primary School and the welfare and education of the registered pupils in attendance at East Sheen Primary School.

The principal activities of the Charity each year are to raise funds primarily from parental contributions and to remit these funds to East Sheen Primary School as required.

PUBLIC BENEFIT

The Trustees confirm that, in determining the activities of the Charity, they have paid regard to guidance issued by the Charity Commission on public benefit.

Signed by



Andrew Young

Co-Chair

17 October 2023

EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

FUTURE PLANS AND COMMITMENTS

It is not the policy of the PTA to commit future Committees to any expenditure prior to funds being available.

However, historically, the PTA typically has long-term commitments and for the forthcoming year they are as follows:

Head Teacher's Discretionary Fund (£750 per term)	£ 2,250
Year 6 leaving gifts	1,100
Kitchen Maintenance	300
External Garden Maintenance	2,500
	<hr/> <hr/> 6,150

The Committee is of the opinion that the PTA's financial resources are adequate to meet these plans and commitments.

VOLUNTARY ASSISTANCE

We wish to thank all the members for their voluntary help throughout the year, without which none of the PTA achievements could have been accomplished.



Andrew Young

Co-Chair

17 October 2023

EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION (THE TRUST)

I report on the accounts of the Trust for the year ended 31 August 2023, which are set out on pages 5 to 7

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

BASIS OF EXAMINER'S STATEMENT

My examination was carried out in accordance with General Directions given by the Charity Commission. 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 explanation from you as 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 next statement.

INDEPENDENT EXAMINER'S STATEMENT

In the course of 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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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



Mr Paul Wickman
17 October 2023

EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2023**

	2023		2022	
	£	£	£	£
INCOME FROM:				
(1) FUND RAISING ACTIVITIES				
Christmas Fair	21,860		12,750	
Summer Fundraiser	16,020		17,738	
Summer Ball	39,695		-	
Quiz Night	4,546		3,720	
Coffee Fund Revenue	9,539		11,722	
Astroturf Crowdfundraiser	12,171		-	
Year group disco evenings	607		2,507	
Sport event fundraisers	870		464	
Other fundraising events	1,577		-	
Subtotal Income from Fundraising		106,885		48,901
(2) OTHER SOURCES				
Uniforms	-		189	
Online shopping	2,019		3,257	
Subtotal Income from Other Sources		2,019		3,446
TOTAL INCOME		108,904		52,347
EXPENDITURE				
LARGE ITEMS				
Summer fair expenses	4,558		5,964	
Christmas fair expenses	6,061		235	
Quiz night expenses	1,647		1,616	
Disco expenses	90		138	
Sport event expenses	424		424	
Summer Ball expenses	15,668		-	
Other fundraising events expenses	728		-	
Class Supplies	32,244		15,491	
Year 6 leaving gifts	1,093		1,053	
Gardening	1,343		3,064	
School Astroturf	50,000		-	
School stage	-		7,747	
Class gifts	-		410	
Uniform Expense	-		649	
		113,856		36,791
GENERAL ITEMS				
Headteacher's Discretionary Fund	2,000		1,500	
Other	616		600	
		2,616		2,100
TOTAL EXPENDITURE		116,472		38,891
(DEFICIT) / SURPLUS OF INCOME OVER EXPENDITURE		(7,568)		13,456
FUND BALANCES AS AT 1ST SEPTEMBER 2022		50,579		37,123
FUND BALANCE AS AT 31 AUGUST 2023		43,011		50,579

EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

BALANCE SHEET

AS AT 31 AUGUST 2023

	Notes	2023		2022	
		£	£	£	£
CURRENT ASSETS					
Accounts Receivable		50			
Cash at Bank and in hand		92,961		60,947	
			93,011		60,947
CREDITORS WITHIN ONE YEAR					
Sundry Creditors and accruals			50,000		10,368
NET ASSETS			43,011		50,579
FINANCED BY:					
RETAINED FUND					
Balance brought forward			50,579		37,123
(Deficit) / Surplus for the year			(7,568)		13,456
RETAINED FUND CARRIED FORWARD			43,011		50,579

These accounts were approved by the Committee on 17 October 2023



Andrew Young

Co-Chair

17 October 2023

EAST SHEEN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2023

1) ACCOUNTING POLICIES

1.1 Basis of accounting

The financial statements have been prepared in accordance with the Association's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)' (as amended for accounting periods commencing from 1 January 2019). The Association is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Association. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going Concern

At the time of approving the financial statements, the Committee members have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. Thus the Committee members continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable Funds

Unrestricted funds are available for use at the discretion of the Committee members in furtherance of their charitable objectives unless the funds have been designated for other purposes.

1.4 Income

All income is credited to the Statement of Financial Activities when the charity is legally entitled to the income, receipt is probable and the amount can be quantified with reasonable accuracy.

1.5 Expenditure

Expenditure is recognised in the period in which it is incurred and is classified under headings that aggregate costs as detailed in the Statement of Financial Activities.

1.6 Cash & cash equivalents

Cash comprises readily available amounts held in UK bank accounts.

2) RELATED PARTIES

There were no disclosable related party transactions during the year (2022 - none).