



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2023 **To** 31/08/2024

Charity name: Colyton Grammar School Parent's Association

Charity registration number: 273999

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	<p>To advance the education of pupils in the school by:</p> <ul style="list-style-type: none">• Developing more extended relationships between the staff, parents and others associated with the school;• Engaging in activities which support the school; and• Providing and assisting in the provision of such facilities or items for education at the school (not provided by statutory funds) as the committee in consultation with the Governing Body shall from time to time determine
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	<p>The main activities of the Parents' Association have been to hold a number of fundraising events, and to receive donations.</p> <p>In planning the activities for the year, the trustees have kept in mind the guidance on public benefit issues by the Charity Commission.</p>

Additional information (optional)

:

Achievements and Performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Fundraising activities have raised a total of £24,170 net of expenses.</p> <p>The 500 club made a profit of £3,319 after prizes and parent pay expenses.</p> <p>We continued to collect and sell on 2nd hand uniform and this has raised £660, benefitting both the PA fund and parents, as well as ensuring less waste. Unfortunately the change to the school's PE kit lead to a drop in sales this year.</p> <p>The winter draw was well supported and produced a profit of £1,965. The Summer draw was resurrected and raised a net total of £1,494</p> <p>The Big Colyton Art Show (held bi-annually) was held in October 2023 and raise a net total of £6,935 in this year.</p> <p>The Spring Fair became the Garden and Food festival once again and raised a net total of £3,465.</p> <p>We introduced a Winter Fair which raised a total of £1,628</p> <p>We also provided refreshments at lots of school events including the Summer fair raising over £2,300.</p> <p>We have continued to make use of income from Easy fundraising and PayPal Giving – raising a total of £1,137</p> <p>The PA was able to make donations of £40,000 to the school to fund the improvements to the Sound and light equipment in Cottrill Hall, which will be of great use to all pupils and the community. In addition we have funded Christmas trees and contributed to the Year 13 leavers event.</p> <p>The PA's administration costs were £185, including ParentKind annual membership fees (including insurance), and lotteries.</p>
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Additional information (optional)

Financial Review

Review of the charity's financial position at the end of the period	At the year-end the PA's net funds amounted to £9,782 of which £4,856 are available for distribution.
Statement explaining the policy for holding reserves stating why they are held	Reserves are held for contingency (£2000) and also sufficient for the 500 club prizes for the next year to cover the event that there are insufficient entries. There are also reserves to refund income received in 2023/4 for Festive fair 2024 which has been cancelled and for an outstanding payment from BCAS, Allowance is made for known expenses in 2024/5 (web hosting/parentkind/lotteries licence)
Amount of reserves held	£4,926
Reasons for holding zero reserves	
Details of fund materially in deficit	
Explanation of any uncertainties about the charity continuing as a going concern	

Additional information (optional)

You may choose to include further statements where relevant about:

Structure, Governance and Management

Type of governing document (trust deed, royal charter)	Constitution adopted 3 rd December 1976, last amended 24 th April 2017
How is the charity constituted? (e.g unincorporated association, CIO)	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Trustees are appointed by the members at the Annual General Meeting

Reference and Administrative details

Charity name	Colyton Grammar School Parents' Association
Other name the charity uses	
Registered charity number	273999
Charity's principal address	Colyton Grammar School Whitwell Lane Colyton DEVON EX24 6HN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Kathryn Klaenstchi	Chair		
2	Amber Peters	Secretary		
3	Nell Robinson	Assistant Secretary		
4	Kathryn Elcoate	Treasurer		
5	Sarah Farmer	Assistant Treasurer		
6	Kirsty Ford	Website and Social media lead		
7	Caroline Pearce	Book Club Organiser		
8	Caroline Thomas	Whatsapp Organiser		
9	Sarah Hawkins	Second Hand uniform organiser		
10	Tim Harris	Head Teacher		
11	Liz Robinson	BCAS		
12				
13				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Kathryn Klaentschi	Kathryn Elcoate
Full name(s)	Kathryn Klaentschi	Kathryn Elcoate
Position (eg Secretary, Chair, etc)	Secretary	Treasurer
Date	16/1/2025	



Receipts and payments accounts

CC16a

For the period
from

01/09/2023

To

31/08/2024

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					
500 club	5,219	-	-	5,219	6,440
Big Colyton Art Show	18,500	-	-	18,500	750
Concert Refreshments	1,207	-	-	1,207	1,333
Teatowels and bags	97	-	-	97	660
Menopause evening (24)	314	-	-	314	
Summer Fete and BBQ	1,965	-	-	1,965	1,867
Quizes					398
Winter draw	2,250	-	-	2,250	3,582
Summer draw	1,739	-	-	1,739	
Donations	351	-	-	351	381
Amazon Smile	-	-	-	-	537
EasyFundRaising	1,134	-	-	1,134	1,131
Second-hand uniform	661	-	-	661	1,865
Winter Fair 23	1,957	-	-	1,957	386
Garden and food festival	5,117	-	-	5,117	4,275
Winter Fair 24	285	-	-	285	50
PayPal Giving	3	-	-	3	14
Interest	-	-	-	-	2
	-	-	-	-	-
Sub total (Gross income for AR)	40,799	-	-	40,799	23,671
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	40,799	-	-	40,799	23,671
A3 Payments					
500 club	1,900		-	1,900	1,875
Big Colyton Art Show	11,098			11,098	
Concert Refreshments	249			249	367
Teatowels and bags	298			298	362
Quizes	-			-	25
Summer Fete and BBQ	574			574	218
Summer draw	245			245	
Winter draw	285			285	458
Winter Fair 23	329			329	
Donations to School	40,589	-	-	40,589	714
EDDC Lotteries License	20	-	-	20	20
Parent Pay expenses		-	-	-	
Purchase of Zettle machines	71	-	-	71	
PA admin expenses	165	-	-	165	316
BBQ purchase	-	-	-	-	195
Festive Evening 23		-	-	-	338
Garden and food festival	1,651	-	-	1,651	717
		-	-		
Sub total	57,474	-	-	57,474	5,605
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	57,474	-	-	57,474	5,605
Net of receipts/(payments)	- 16,675	1	-	- 16,675	31/01/2024 12,066

A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	26,457	-	-	26,457	8,424
<i>Cash funds this year end</i>	9,782	-	-	9,782	26,490

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	CAF Bank Gold Account	-	-	-
	Lloyds No1 Account	9,782	-	-
	Lloyds No2 Account		-	-
	Total cash funds	9,782	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Kathryn Elcoate	16/01/2025
Kathryn Klaentschi			Kathryn Klaentschi	16/01/2025



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Colyton Grammar School Parents Association

On accounts for the year
ended

31st August 2024

Charity no
(if any)

273999

Set out on pages

1-2

(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 / 08 / 2024**.

Responsibilities and
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination ~~(other than that disclosed below *)~~ which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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

Signed: S Carp

Date: 10th December 2024

Name: Stephen Carp

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

Address: 108 St Michaels Gardens
South Petherton
Somerset, TA13 5BQ

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.