

Charity Registration No. 280076

**IGHTHAM PARENT SCHOOL ASSOCIATION
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022**

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YEAR ENDED 31 AUGUST 2022**

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**IGHTHAM PARENT SCHOOL ASSOCIATION
LEGAL AND ADMINISTRATIVE INFORMATION
YEAR ENDED 31 AUGUST 2022**

TRUSTEES

Joanna Crisp (Incoming Chair September 2022)
Melissa Treacy (Outgoing Chair Resigned September 2022)
Paul Lumley (Secretary)
Natalie Adams (Treasurer)
Ruth Johnson
Dan Salt
Bradley Watson
Lisa Pearson
Toni Gibbions (Appointed November 2021 - Resigned April 2023)
Joye Martyn (Appointed November 2021)
Elizabeth Blightman (Appointment September 2022)
Lynnette Bovenzi (Appointment November 2022)
Rachel Meredith (Appointment 3 November 2022)
Russell Williams (Resigned 31 December 2022)
Amy Woolgar (Resigned 31 November 2021)
Julia Weller (Outgoing Vice Chair Resigned Sept 2022)
David Thomas (Resigned 31 August 2022)

PRINCIPAL ADDRESS

Ightham County Primary School
Oldbury Lane
Ightham
Sevenoaks
Kent
TN15 9DD

CHARITY NUMBER

Registration number 280076

INDEPENDENT EXAMINER

Mr Mark Weller BSc (Hons) FCA AMCT
The Pump House
Coach Road
Ivy Hatch
Sevenoaks
TN15 0PE

**IGHTHAM PARENT SCHOOL ASSOCIATION
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2022**

The Trustees present their report and accounts for the year ended 31 August 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The charity was established by a charitable trust deed on 16 May 1980. The charity's governing document was adopted on 29 March 1980 and was amended on the 9 October 2008.

The current trustees who served during the year were:

Melissa Treacy (Outgoing Chair)
Joanna Crisp (Incoming Chair)
Julia Weller (Vice Chair)
Natalie Adams (Treasurer)
Paul Lumley (Secretary)
Ruth Johnson
Dan Salt
Paul Lumley
Bradley Watson
Lisa Pearson
Toni Gibbions

Paula Freeman and David Sherhod also attend the Trustee meetings, in their capacity as Chair of Governors and Head Teacher, respectively.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Objectives and activities

The Charity's objectives are to advance the education of pupils of Ightham Primary School and assist the provision of facilities for education at the school not normally provided by the Local Education Authority. The Policies adopted in furtherance of the objects are the running of social and other fundraising events throughout the school year and the agreement of the committee of expenditure requested by the school and there have been no change in these during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

During the year the major fundraising activities were:

Ightham Games	£2.0k
Coxcombe Fair	£3.7k
Break the rules day	£0.9k

**IGHTHAM PARENT SCHOOL ASSOCIATION
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022**

Fundraising continued to be impacted by COVID19 for small durations of the year, however as restrictions eased we were able to hold some major events including the Ightham Games Faire, and support the community event Coxcombe Faire. Break the rules days, Travelling Santa's Sleigh, Easter & Christmas events continuing to be popular. The total contribution from events were £12.2k up from £5.9k in the prior year. The increase in fundraising allowed for increase in donations after very cautious spending during Covid, the accounts showing a small profit of 0.4K. The committee is dedicated to maintaining these fundraising targets going forward.

Achievements and performance

The main donations to the school during the year consisted of:

Classroom Equipment	£4.2k
New Computers	£2.1k
New Books KS1	£2.0k

Other donations totalled £3.8k

Financial review

The net income for the year of £22.8k included £10.6k received from donations, with the remaining £12.8k being generated from events.

The net profit for the year was £0.4k after making a specific donations of £12.1k towards classroom equipment and £10k of donations direct to the school. The net funds carried forward for future projects at 31 August 2022 are £9.6k.

The IPSA set a lower fund raising objective of £5k-10k due to the continued impact of COVID-19 on fund raising events for 2021/2022 and successfully raised £12.2k of funds from events. For 2022/2023, the IPSA has set an objective of raising funds of circa £10k-12k from events next year.

It is the policy of the charity that unrestricted funds, which have not been designated for a specific use, should be maintained at a level equivalent to between three to six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, the charity will be able to continue the current activities while consideration is given to the ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

On behalf of the board of trustees

Joanna Crisp (Chair)
Trustees
Dated: 28 June 2023

**IGHTHAM PARENT SCHOOL ASSOCIATION
INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF IGHTHAM PARENT SCHOOL ASSOCIATION**

I report on the accounts of the Trust for the year ended 31 August 2022, which are set out on pages 6 to 10.

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") and 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.

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.

An examination includes a review of the accounting records kept by the Trust 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 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 statement below.

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:

- 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

Mark Weller BSc (Hons) FCA AMCT

The Pump House, Coach Road, Ivy Hatch, Sevenoaks TN15 0PE

Dated 18 June 2023

**IGHTHAM PARENT SCHOOL ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 AUGUST 2022**

	Note	Year ended 31 August 2022 £	Year ended 31 August 2021 £
<u>Incoming resources from generated funds</u>			
Donations	2	10,565	10,000
Investment income	3	1	0
		<hr/>	<hr/>
		10,566	10,000
Total incoming resources from charitable activities	4	19,018	8,147
		<hr/>	<hr/>
Total incoming resources		29,584	18,147
<u>Resources expended</u>			
	5		
Expenses for events		(6,804)	(2,202)
		<hr/>	<hr/>
Total costs of generating funds		(6,804)	(2,202)
Charitable activities			
Donations		(22,172)	(15,710)
Governance costs		(224)	(349)
		<hr/>	<hr/>
Total resources expended		(22,396)	(16,059)
		<hr/>	<hr/>
Net income/(expense) for the year / Net movement in funds		384	(114)
Fund balances at 1 September 2021		9,237	9,351
		<hr/>	<hr/>
Fund balances at 31 August 2022		9,621	9,237
		<hr/>	<hr/>

**IGHTHAM PARENT SCHOOL ASSOCIATION
STATEMENT OF ASSETS AND LIABILITIES
YEAR ENDED 31 AUGUST 2022**

Charity Registration number: 280076

		<u>Year ended 31 August</u>		<u>Year ended 31 August</u>	
		<u>2022</u>		<u>2021</u>	
	Note	£	£	£	£
CURRENT ASSETS					
Stock		82		-	
Debtors	8	-		-	
Cash in bank and in hand		9,813		9,237	
		<u>9,895</u>		<u>9,237</u>	
CREDITORS					
Amounts falling due within one year	9	274		-	
		<u></u>		<u></u>	
NET CURRENT ASSETS			9,621		9,237
		<u></u>	<u></u>	<u></u>	<u></u>
TOTAL ASSETS LESS CURRENT LIABILITIES			9,621		9,237
		<u></u>	<u></u>	<u></u>	<u></u>
Income funds					
Designated unrestricted funds			-		-
General unrestricted funds			9,621		9,237
		<u></u>	<u></u>	<u></u>	<u></u>
TOTAL FUNDS			9,621		9,237
		<u></u>	<u></u>	<u></u>	<u></u>

The accounts were approved by the Trustees and authorised for issue on 28 June 2023.

Joanna Crisp (Chair)
Trustee

**IGHTHAM PARENT SCHOOL ASSOCIATION
NOTES TO THE UNAUDITED ACCOUNTS
YEAR ENDED 31 AUGUST 2022**

1 ACCOUNTING POLICIES

1.1 Basis of preparation

The accounts have been prepared on a receipts and payments basis as permitted under section 133 of the Charities Act 2011.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued October 2019 and the 2011 Act.

1.2 Incoming resources

Income is accounted for as and when received. The accruals basis is applied to all expenditure.

1.3 Stock

Stock is valued at the lower of cost or net realisable value.

2 DONATIONS

	<u>2022</u> £	<u>2021</u> £
Donations and gifts	<u>10,566</u>	<u>10,000</u>

3 INVESTMENT INCOME

	<u>2022</u> £	<u>2021</u> £
Interest income	<u>1</u>	<u>0</u>

4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	<u>2022</u> £	<u>2021</u> £
Income from events	<u>19,018</u>	<u>8,147</u>

**IGHTHAM PARENT SCHOOL ASSOCIATION
NOTES TO THE UNAUDITED ACCOUNTS (CONTINUED)
YEAR ENDED 31 AUGUST 2021**

5 TOTAL RESOURCES EXPENDED

	<u>2022</u> £	<u>2021</u> £
Costs of generating funds		
Expenses for events	6,804	2,202
	<hr/>	<hr/>
Total	6,804	2,202
Charitable activities		
<u>Donations</u>		
Activities undertaken directly	22,172	15,710
Governance costs	224	349
	<hr/>	<hr/>
	<u>22,396</u>	<u>16,059</u>

6 TRUSTEES

None of the trustees (or any persons connected with them) received any remuneration during the year. No persons connected received any money in respect of reimbursed expenses during this year or the last.

7 EMPLOYEES

There were no employees during the year.

8 DEBTORS

	<u>2022</u> £	<u>2021</u> £
Other debtors	<hr/> -	<hr/> -

9 CREDITORS: amounts falling due within one year

	<u>2022</u> £	<u>2021</u> £
Other creditors	<hr/> 274 <hr/>	<hr/> - <hr/>