

St Nicholas Church of England Primary School Parent Teacher Association

Trustees Annual Report for the year ended 31st August 2024

The Trustees present their report with the financial statements of the charity for the year ended 31st August 2024.

Registered Charity number: 281171

Registered Address

St Nicholas School
School Road
Chislehurst BR7 5PQ

Trustees

All parents and guardians of children attending St Nicholas School are automatically members of the Association unless they indicate otherwise.

The management and control of the association is vested in a committee consisting of the Head Teacher as president of the Association together with the Chairman, Treasurer, Secretary and parents representing each class in the school, who are elected annually. The members of the committee during the year were:

President	Sophie Sear
Co-chair	Ru O'Donnell
Treasurer	Kate Murdock-Smith

Independent Examiner

Mrs Fiona Manuel ACA
Shenlands Farm
Ayleswade Lane
Headcorn
Kent TN27 9JG

Principal Bankers

Barclays Bank plc, Chislehurst

The Association is governed by its Constitution, dated 1st October 1980. The Association's principal objective is to advance the education of the pupils at the school by providing and assisting in the provision of facilities for education at the school (not normally provided for by the Local Education Authority). Funds are raised by organising a series of events and encouraging donations from friends and parents at the school.

During the year ended 31st August 2024 the association paid the Trust £50,430.

Ru O'Donnell	Kate Murdock-Smith
Co-chair	Treasurer

Date.....

Date.....

St Nicholas Church of England Primary School Parent Teacher Association

Income & Expenditure Account for the Year ended 31st August 2024

	Note	Year to 31.08.24 £	Year to 31.08.23 £
Income			
Regular Giving - GA claimable		13,274	13,154
Matched Funding		9,103	10,289
Other Giving		3,980	586
Easy fundraising		300	707
Gift Aid		3,740	4,179
Bank Interest		434	12
		<u>30,830</u>	<u>28,927</u>
Income from activities	2	51,549	44,256
Profit on sale of uniform		415	324
		<u>52,964</u>	<u>44,580</u>
Total Income		<u>82,794</u>	<u>73,506</u>
Expenditure			
Termly contribution to school		39,000	36,000
Other contributions to school	6	11,430	30,413
Cost of Activities	2	25,644	26,717
Admin Expenses		975	834
Other expenses		-	70
		<u>76,049</u>	<u>93,034</u>
Total Expenditure		<u>77,048</u>	<u>94,033</u>
Net Income/(Expenditure)		5,745	- 20,527
Total Funds brought forward		<u>87,974</u>	<u>108,501</u>
Total Funds carried forward		<u>93,720</u>	<u>87,974</u>

Balance Sheet as at 31st August 2024

		31.08.23 £	31.08.22 £
Current Assets			
Cash at Bank	3	<u>86,907</u>	<u>77,005</u>
Debtors	4	6,861	10,405
Stock - branded beer/wine glasses at cost		614	729
Uniform Stock at cost		-	-
		<u>7,475</u>	<u>11,134</u>
Less: Creditors	5	<u>662</u>	<u>165</u>
		<u>6,813</u>	<u>10,969</u>
Total Net Assets		<u>93,720</u>	<u>87,974</u>
Charity Funds		<u>93,720</u>	<u>87,974</u>

St Nicholas Church of England Primary School Parent Teachers Association

Notes to the Accounts for the Year ended 31st August 2024

1. Accounting Policies

(i) Basis of preparation of accounts. The accounts are prepared on the historical cost basis and in accordance with applicable accounting standards and the Charities SORP (Statement Of Recommended Practice; Accounting by Charities)

(ii) Income. Donations and Interest are accounted for on a cash basis whilst Gift Aid and event income is accounted for on an accruals basis. All income is unrestricted.

(iii) Expenditure. Expenditure is accounted for on an accruals basis.

2. Income and Expenditure from Activities

Activity	2023	Income	Expenditure	Net	2023 Net
		£	£	£	£
Book sale (2nd hand) and World E		396	-	396	372
Break the Rules Day		1,034	-	1,034	1,203
Cake/Lolly/50p Fridays Sales		1,008	-	1,008	746
Christmas Cards		316	-	316	366
Christmas Lunch		-	305	305	- 309
Christmas Parties		1,271	585	686	544
Coffee Mornings		50	-	50	137
Christmas party - adult		1,033	-	1,033	- 91
Easter egg Hunt		-	277	277	- 140
Fathers' Day Gifts		942	-	942	-
Film Night		575	212	363	819
Firework Night		7,013	3,069	3,943	3,096
Leavers Party		-	500	500	- 500
Mothers' Day Gifts		823	-	823	741
Nativity DVD		286	325	39	133
Pantomime		9,911	8,016	1,895	1,688
Party in the Pit		5,696	2,425	3,271	2,989
Santa letters		411	-	411	312
Small change competition		-	-	-	626
Summer Ball		16,874	7,972	8,902	3,492
Tea Towels		1,199	870	329	-
Tomato plant sale		-	-	-	305
Whole school photo		1,276	663	613	
Wreath making		990	426	564	483
£5 challenge		446	-	446	528
		51,549	25,644	25,905	17,539

St Nicholas Church of England Primary School Parent Teachers Association

Notes to the Accounts for the Year ended 31st August 2024

	2024	2023
	£	£
3. Cash at Bank		
Current Account	20,886	73,778
Business Savings Account	66,001	3,207
Cash on hand	20	20
	<u>86,907</u>	<u>77,005</u>
4. Debtors		
Gift Aid recoverable	3,656	3,721
Matched funding banked late	1,500	4,170
Refund of overpayment to Aquinus	-	1,142
Prepaid fireworks expenses	1,199	162
Fiver challenge rec'd post year end	446	
Christmas party deposits	60	60
	<u>6,861</u>	<u>10,405</u>
5. Creditors		
Sports Day expenses paid post year end	455	-
PITP expenses paid post year end	207	151
Staff gift expense paid post year end	-	14
	<u>662</u>	<u>165</u>
6. Other contributions to school		
Forest School	3,735	
Wireless upgrade	2,555	
Sports day athletics	1,422	
Sports equipment	983	
Visualisers	722	
Y6 Play	478	
Leavers Bibles	468	
Advent candles	391	
SEN resources	332	
Nativity costumes	174	
Wet play boxes	95	
Caterpillars	44	
Flowers for Mrs Harris	30	
	11,430	

**Independent Examiner's Report to the Trustees of
St Nicholas Church of England Primary School
Parent Teachers Association**

I report on the financial statements of the Association for the Year ended 31st August 2024, which are set on pages 1 -3

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 required.

It is my responsibility to :

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

Basis of the Independent Examiner's Report

My examination was carried out in accordance with the 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 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 statements below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(i) 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 to comply with the accounting requirements of the 2011 Act

have not been met; or

(ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Fiona Manuel ACA
Shenlands Farm
Ayleswade Lane
Headcorn
Kent TN27 9JG

Date: