



The Queen's School Parent and Staff Association

The Kings's Church of England Primary School (formerly The Queen's Church of England Primary School)

Cumberland Road, Kew
Richmond Surrey TW9 3HJ

Co-Chairs: Melissa Hamilton-Beazley and Izzy Huzzey

Accounts for the 12 months ending 30 June 2025

Report of the Independent Examiner to the Officers as trustees of The Queen's School PSA

I report on the accounts of the Association for the 12 months ended 30 June 2025, which are set out on pages 5 to 6.

Respective responsibilities of members and examiner.

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 members, concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with 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 41 of the Act and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.



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24th September 2025

David Popely
DP Associates (Accountancy) Limited
Long Barn
Ashwell Park
Ilminster
TA19 9DX

Report of the Officers for the 12 months to 30 June 2025

The PSA has had another successful year raising funds for the enhancement of the school environment and community, in line with the objectives set out in the PSA's Constitution. The objectives of the PSA are to:

- (1) Develop effective relationships between the staff, parents and others associated with the school
- (2) Engage in activities or provide facilities or equipment which support the school and advance the education of the pupils

2024/25 was another busy year for the PSA, and our heartfelt thanks are extended to all the staff, governors, parents and children who have contributed time, effort, and resources to help the school and generously donated or spent their money at our various events over the year.

The year started with a return to our usual Summer fair held in July 2024, raising £6.4k. The PSA choose to change the format of the Christmas fair this year into two smaller events but still raised £6.7k which is comparable to last years £6.9k. The PSA also introduced a new Taylor Swift themed fundraising event which was extremely successful raising £2.3k.

PSA reduced the number of cake and tuck shop sales this year in line with parent feedback. Cake and tuck shop sales raised £1.6k this year which is a significant decrease from last years £6.1k. The PSA reintroduced the Yellow Brick Road fundraiser which raised £2.1k and profits from raffles from the previous year were paid to the PSA totalling £2.9k.

Miscellaneous fundraising of £2.1k included uniform sales, mufti day and funds from parents shopping through Easy-fundraising (an online charity shopping website).

General parent donations raised £1.3k, with the option for parents to contribute termly in amounts ranging from £10-£50.

Kew Market Grant of £1k was given to the PSA this year thanks to the efforts of our co-chair Izzy Huzzey.

The PSA continued to fund ongoing commitments it has made to the school such as supporting the year 6 leavers and a commitment to the Special Educational Needs 'SEN' funds. In addition, the PSA continued to make a more significant contribution by helping to fund a teaching assistant who works across different year groups. The total expenditure paid to the school (incl. direct PSA funding requests) for the school year 2024/25 came up to £32.3k.

In the Autumn term AGM meeting the additional total PSA committed funding items which were approved totalled £34k plus £3k of annual recurring funding for Thames Young Mariners and SEN commitments.

The current PSA bank balance is £18.6k, of which approximately £12.4k is committed and not spent yet, and a further £5k is held in reserve for prudence, leaving approximately £1.2k of uncommitted funding.

The PSA are pleased with this years fundraising results and usually expect to raise around £25k - £30k in a 'normal' school year. This was reduced during the pandemic period, and the amount of future fundraising remains uncertain due to the ongoing cost of living crisis.

This Report:

The Charities Act 1993 and Charities (Accounts and Reports) Regulations 1995 imposed certain requirements on the PSA as a charity with annual income in the band £10,000 - £100,000. These requirements include this written report from the officers as trustees, and the 'independent examiner's report' on page 2, from David Popely.

Officers:

Isabella Huzzey was elected as Chair of the PSA in July 2023 and remained in post throughout 2024/2025.

Melissa Hamilton Beazley was elected Co-Chair in July 2023 and remained in post throughout 2024/2025.

Sophie Duigan was elected Treasurer in July 2023 and remained in post throughout 2024/2025.

Salma Makram was elected Co-Secretary in July 2023 and remained in post throughout 2024/2025.

Bethan Graham Collins was elected Co-Secretary in July 2023 and remained in post throughout 2024/2025.

Lauren Owen was elected Co-Communications Officer in July 2023 and remained in post throughout 2024/2025

Man Dick Tam was elected Co-Communications Officer in July 2023 and remained in post throughout 2024/2025.

Balance Sheet

Current Assets:	2025	2024
Cash – bank account	£18,572	£27,134
Total Assets	£18,572	£27,134
Net Assets:	£18,572	£27,134
Represented by:		
General Reserve – opening balance	£27,134	£28,321
(deficit)/ surplus	-£8,562	-£1,187
(Note 1)		
General Reserve – closing balance	£18,572	£27,134

Melissa Hamilton-Beazley, Co-Chair

Izzy Huzzey, Co-Chair

[DATE]

Income and Expenditure

	2024/2025	2023/2024
Christmas Fair	£6,659	£6,935
Summer Fair	£6,419	£6,687
Quiz Night		£1,644
Year 6 Production	£426	-£5
Annual Events (2)	£13,505	£15,221
Yellow Brick Road	£2,137	
Create a Brighter Future	£2,137	
Miscellaneous Funding	£2,105	£1,854
Cake Sales	£1,564	£6,159
Bank Interest	£547	£549
General Parent Donations	£1,289	£1,313
Skipathon		£3,495
Raffle	£2,901	
Taylor Swift Night	£2,344	
Kew Market Grant	£1,051	
Income Other (3)	£11,802	£13,371
Total Income	£27,444	£28,592
Expenditure		
PSA Agreed Funding (note 4)	-£32,344	-£25,329
Other miscellaneous costs (note 5)		-£947
Prepaid summer fair	-£2,178	-£2,178
Prepaid Christmas fair	-£1,584	
PSA Skipathon Funding iPads		-£1,325
Total Expenditure	-£36,006	-£29,779
Net income	-£8,562	-£1,187

Basis of Preparation

The officers of The Queen's School PSA have elected, as in previous years and as permitted for a charity of its size under section 42(3) of the Charities Act 1993, to present its financial statements on a receipts and payments basis. Provision is however made for expenses incurred or defrayed in respect of the year but not paid by the year-end. Specific reserves may be set up for major projects where fund-raising takes more than one year, however, there are currently no such specific reserves.

Notes to the Balance Sheet:

1. The “free funds” available to the PSA are £18.6k of which £12.4k is committed which has been approved by the PSA up to financial year ending June 2025, and a £5k reserve is held.

Notes to the Income Statement:

2. Main Annual Events are the recurring events the PSA run to raise funds for the school.
3. Other Income covers all the funding received by the PSA, which is not from Main Annual Events or CBF. Examples of these include income from: 2nd Hand Uniform sales, Easy Fundraising, Amazon Smile, parent, pupils and outside donations.
4. PSA Agreed Funding: the entries under this heading are for payments towards items voted in either historically by the PSA as committed funding or committed funding voted in within the 2024/2025 financial year. This principally consists of contributions to a teaching assistant, SEN costs, as well as outdoor and indoor areas improvement of the school.
5. Miscellaneous Costs: entries which contributed to this total did not form part of an annual event or committed funding vote. The examples of these are PSA annual membership and other minor costs relating to school activities like buying presents for outgoing PSA members and office staff.