

WARMINSTER SCHOOL PARENTS' ASSOCIATION

TRUSTEES ANNUAL REPORT
and
FINANCIAL STATEMENTS

For the Year Ended 31 August 2024

CHARITY REGISTRATION NUMBER: 285207

WARMINSTER SCHOOL PARENTS' ASSOCIATION

CHARITY REGISTRATION NUMBER: 285207

TRUSTEES

Sarah Kennedy	<i>Chair</i>		
Sarah Hall	<i>Vice-Chair</i>		
Nicola Morgan-Nash	<i>Secretary</i>	<i>Appointed 12/09/2023</i>	
Lisa Webber	<i>Treasurer</i>	<i>Appointed 22/01/2024</i>	
Aleece Hoelscher		<i>Appointed 11/09/2024</i>	
Camilla Wheatley-Hubbard		<i>Appointed 12/09/2023</i>	<i>Resigned 11/09/2024</i>
Emma Brown		<i>Appointed 12/09/2023</i>	
Gavin Saunders			
Jeanette Bevan		<i>Appointed 11/09/2024</i>	
Julie Sharpe			
Kerry Hunnibell			
Laura Gibson		<i>Appointed 22/01/2024</i>	
Lene Nielson		<i>Appointed 12/09/2023</i>	<i>Resigned 23/04/2024</i>
Liisa Wallace		<i>Appointed 12/09/2023</i>	<i>Resigned 11/09/2024</i>
Lisa Cook		<i>Appointed 22/01/2024</i>	
Lucy Fryer		<i>Appointed 12/09/2023</i>	<i>Resigned 11/09/2024</i>
Natalie Garcia-White		<i>Appointed 20/11/2024</i>	
Annette Howard		<i>Resigned 16/01/2024</i>	
Deborah Kennett		<i>Resigned 16/01/2024</i>	
Fiona Bolton		<i>Resigned 12/09/2023</i>	
Gillian Walmsley		<i>Resigned 11/09/2024</i>	
Jeremy Robertson		<i>Resigned 11/09/2024</i>	
Nichola Wagstaff		<i>Resigned 11/09/2024</i>	
Sarah Ison		<i>Resigned 12/09/2023</i>	
Vanessa Barnes		<i>Resigned 12/09/2023</i>	

CORRESPONDENCE ADDRESS

Warminster School
Church Street
Warminster
Wiltshire
BA12 8PJ

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue
West Malling
Kent
ME19 4JQ

WARMINSTER SCHOOL PARENTS' ASSOCIATION

TRUSTEES ANNUAL REPORT and FINANCIAL STATEMENTS

For the Year Ended 31 August 2024

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WARMINSTER SCHOOL PARENTS' ASSOCIATION

TRUSTEES ANNUAL REPORT

For the Year Ended 31 August 2024

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

The financial statements have been prepared in accordance with the provisions of The Charity's Act 2011 (section 133) relating to small charities and comply with the Charity's governing document.

Reference and administrative details

Warminster School Parents' Association is a charity, constituted as an association and registered with the Charity Commission since 11th August 1982 under registration number 285207.

The Trustees who held positions of office during the year were:

Sarah Kennedy	Chair	(Appointed: 12/09/2023)
Nicola Morgan-Nash	Secretary	(Appointed: 12/09/2023)
Lisa Webber	Treasurer	(Appointed: 22/01/2024)
<i>Deborah Kennett</i>	<i>Former Chair</i>	<i>(Resigned as Chair: 12/09/2023)</i>
<i>Sarah Ison</i>	<i>Former Secretary</i>	<i>(Resigned: 12/09/2023)</i>
<i>Annette Howard</i>	<i>Former Treasurer</i>	<i>(Resigned: 16/01/2024)</i>

Structure, governance and management

The governing document of the Charity is a Constitution and the management and administration of the charity/association is vested in a committee.

The committee consists of the following Officers and members:

- A Chair, Secretary and Treasurer ("the Officers") elected from within the members of the Committee
- Not less than three, or more than five members of the Warminster School staff
- Not less than six, or more than twelve, parent or guardian members of the Warminster School Parents' Association
- A non-voting School liaison officer

Trustees are appointed to the committee and to the roles of officers from members of the association. The membership of the Warminster School Parents' Association shall be any parent or guardian of a pupil of Warminster School ('the School'), the Head, the Head of the Prep School, members of staff of the School and any other person associated with the School that has been approved by the Trustees.

The roles of officers of the charity are elected each year at the AGM. In the event that an officer resigns or is removed mid-year, a Special General Meeting may be called to elect a replacement. A Special General Meeting was called on 22th January 2024 to elect a new Treasurer after the resignation of the previous officer.

Members of the committee can be elected at the AGM or at any Ordinary Meeting, held at least half-termly throughout the school year.

WARMINSTER SCHOOL PARENTS' ASSOCIATION

TRUSTEES ANNUAL REPORT

For the Year Ended 31 August 2024

Objectives and activities

The objectives of Warminster School Parents' Association is to advance the education of the pupils of Warminster School ('the School') by providing, and assisting in the provision of, facilities for education in the School not normally provided by the Governors of the School.

Additionally, and in furtherance of this objective, the Charity may:

- Organise and run social activities in order to foster and develop relationships between staff, parents and others associated with the School;
- Organise and run social activities, the profits of which shall be used to provide amenities, items of activities for the School that are considered appropriate and worthwhile, and which would not normally be provided by the Governors;
- Organise and run amenities (for example the second hand uniform shop), the profits of which shall be used to provide amenities, items of activities for the School that are considered appropriate and worthwhile, and which would not normally be provided by the Governors;
- Engage in activities to support the School and advance the education, development and wellbeing of pupils attending it;
- Arrange meetings, lectures and discussions for members of the association

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities

Achievements and performance

The Warminster School Parents' Association ('WSPA') had another successful and busy year to 31 August 2024, with various fundraising events held and time and resources spent supporting School events.

With the fundraising carried out through events, termly subscriptions and income from the WSPA Second Hand Shop, the Charity has been able to support many requests in line with its objectives, from a variety of areas of the school.

With the cumulative value of donations to the Charity from previous years, and this year's fund raising, the Charity has been able to support three large projects and provide multiple smaller items, totalling around £45,000, which also includes donations made to the Warminster School Hardship Fund.

The three most significant donations were made to the Gym Renovation project, the Outdoor Pursuits Department for tents and other equipment and to the Prep School for new outdoor play equipment and flooring in the Pre-Prep playground.

Other items purchased during this financial year:

- Prep School (inc. Nursery): Tricycles, Trumpets, Sofas, Magnetic Shapes and a new Piano (part exchanged)
- Senior School: Headphones, Pond Kit and Radio Equipment
- Boarding: Trampoline

The Verlucian Community was launched by Warminster School in September 2023 and has made the advertising and booking of events of the Charity much easier for all. The Charity will aim to utilise the power of the Verlucian Community more in the coming year with a proposed addition of an online shop for sale of merchandise. Page 2

WARMINSTER SCHOOL PARENTS' ASSOCIATION

TRUSTEES ANNUAL REPORT

For the Year Ended 31 August 2024

Financial Review

Receipts for the year amounted to £68,470; an decrease of £9,409 on the previous financial year. The main source of income for the charity for the year was from the sales of second hand school uniform and merchandise.

Underlying receipts have increased from the previous year, the difference being Other income received in 2023 regarding school fees paid in error to the Charity (refunded and included in Admin costs in the 2023 comparative).

Payments for the year and donations made amounted to £73,429; an increase of £7,436 on the previous financial year. The overall deficit for the year was £4,959.

It was agreed in the AGM in September 2023 that 30% of profits from social events would be donated to the Warminster School Hardship Fund. A donation of £4,262 was made in respect of the financial year ended 31 August 2024 (£3,000 donation in respect of the year ended 31 August 2023). Both donations were physically paid in the financial year to 31 August 2024 and are reflected in these accounts.

Reserves Policy

The committee will confirm and review on an annual basis the policy in respect of the reserves held by Warminster School Parents' Association to ensure that they are maintained at a level to safeguard the future of the charity.

Unrestricted reserves stand at £51,659 at the year ended 31 August 2024. Reserves of the Charity fluctuate during the financial year depending on the timing of fundraising events and donations in furtherance of its charitable objectives. The committee believe that free reserves in the region of £10,000 are required in order cover the costs of fundraising events and other charitable obligations should the timing of income generation become an issue.

Declaration

The Trustees declare that they have approved the Trustees' report above

Signed on behalf of the Charity's Trustees

Sarah Kennedy
Chair

18-Jun-25
Date

Nicola Morgan-Nash
Secretary

18-Jun-25
Date

Lisa Webber
Treasurer

18-Jun-25
Date

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF WARMINSTER SCHOOL PARENTS' ASSOCIATION (Charity No.: 285207)
On Accounts for the Year Ended 31 August 2024

I report to the Trustees on my examination of the accounts of the above Charity for the year ended 31 August 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 Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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:

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

I have no concerns and have come across no other matters in connections with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Daphne Ashford-Smith

Qualifications: CFP

Winfrid Lodge

44 Church Street

Warminster

Wiltshire

BA12 8PQ

25-May-25

Date

WARMINSTER SCHOOL PARENTS' ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT

For the Year Ended 31 August 2024

	Unrestricted Funds £	2024 TOTAL Funds £	2023 TOTAL Funds £
RECEIPTS			
Subscriptions	7,210	7,210	8,220
Secondhand Shop and Merchandise	28,790	28,790	20,948
Events	31,343	31,343	30,316
Bank interest	1,127	1,127	351
Other income	-	-	18,044
	68,470	68,470	77,879
PAYMENTS			
Secondhand Shop and Merchandise costs	7,163	7,163	12,760
Event costs	21,809	21,809	19,227
Bank charges	61	61	90
Admin costs	4,253	4,253	21,460
Donations			
Warminster School Hardship Fund	7,262	7,262	-
Donations and Bids	32,881	32,881	12,456
	73,429	73,429	65,993
NET (PAYMENTS)/RECEIPTS	(4,959)	(4,959)	11,886
Cash and bank deposits at 1 September 2023	56,618	56,618	44,732
Cash and bank deposits at 31 August 2024	51,659	51,659	56,618
Reconciliation of funds:			
Total funds brought forward	56,618	56,618	44,732
Net (payments)/receipts	(4,959)	(4,959)	11,886
TOTAL FUNDS CARRIED FORWARD	51,659	51,659	56,618

Warminster School Parents' Association has not acquired or discontinued any fundamental activities during the above financial year.

The Charity has no recognised gains or losses other than those included in the above Receipts and Payments Account, therefore no separate statement of total recognised gains and losses is needed.

WARMINSTER SCHOOL PARENTS' ASSOCIATION

STATEMENT OF ASSETS AND LIABILITIES

For the Year Ended 31 August 2024

	2024 £	2023 £
ASSETS		
CAF Bank Accounts	50,254	56,258
Equals Money Account	1,005	-
Petty Cash on hand	400	360
	51,659	56,618
REPRESENTED BY		
Unrestricted Fund	51,659	56,618
MOVEMENT OF FUNDS		
Balance at 1 September 2023	56,618	44,732
Excess of payments over receipts	(4,959)	11,886
Balance at 31 August 2024	51,659	56,618

These accounts were approved by the Trustees on 18 June 2025 and signed on its behalf by:

Sarah Kennedy
Chair