

# BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION

England & Wales · Charity number 285685

## Details

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|             |   |
|-------------|---|
| Other names | BURHILL COUNTY INFANT SCHOOL PTA, BURHILL SCHOOL PTA    |
| Status      | Registered  |
| Legal form  | Other   |
| Registered  | 1982-12-13  |
| Register    | <a href="#">View on the Charity Commission register</a> |

## Contact

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**Address** Burhill Primary School  
New Berry Lane  
Hersham  
Walton-On-Thames  
KT12 4HQ

**Phone** 01932225836

**Email** [hello@friendsofburhillschool.co.uk](mailto:hello@friendsofburhillschool.co.uk)

**Website** [burhill.surrey.sch.uk](http://burhill.surrey.sch.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS AT THE SCHOOL BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITES FOR EDUCATION AT THE SCHOOL NOT NORMALLY PROVIDED BY THE LOCAL EDUCATION AUTHORITY.

**Activities:** Fundraising for the Parent Teachers Association

## Classification

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- **How:** Provides Other Finance
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** BURHILL COUNTY FIRST SCHOOL
- Surrey

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-08-31 | £46,427 | £51,288     | -      | -         |
| 2024-08-31 | £59,825 | £48,406     | -      | -         |
| 2023-08-31 | £49,528 | £57,699     | -      | -         |
| 2022-08-31 | £42,905 | £40,691     | -      | -         |
| 2021-08-31 | £20,802 | £30,568     | -      | -         |

## Trustees

| Name                  | Role | Appointed  |
|-----------------------|------|------------|
| Camilla Cheng         |      | 2025-10-09 |
| Candice Ward          |      | 2023-10-05 |
| Cheryl Rawling        |      | 2023-10-05 |
| Elisabeth Booth       |      | 2025-10-09 |
| Hannah Sizer          |      | 2024-10-10 |
| Heather Newman        |      | 2025-10-09 |
| Jen Morris            |      | 2024-10-10 |
| Katherine Jane Lister |      | 2020-11-04 |
| Sara Anne Lucioni     |      | 2024-09-17 |
| Stephanie Baxter      |      | 2025-10-09 |
| Suzanne Hey           |      | 2025-10-09 |

**BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 285685

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# Accounts

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**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From** 1<sup>st</sup> September 2024

**To** 31<sup>st</sup> August 2025

### **Reference and Administration details**

Charity name BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION

Other name used FRIENDS OF BURHILL SCHOOL (hereafter referred to as FoBS)

Address: Burhill Primary School, New Berry Lane, Hersham, Surrey, KT12 4HQ

**Charity registration number:** 285685

### **Names of Trustees as at 31<sup>st</sup> August 2025**

| <i>Trustee Name</i> | <i>Office</i> |
|---------------------|---------------|
| Jaime Mellor        | Chair         |
| Sara Lucioni        | Co-Treasurer  |
| Richard Leavey-Bell | Co-Treasurer  |
| Jen Morris          | Trustee       |
| Hannah Sizer        | Trustee       |
| Candice Ward        | Trustee       |
| Cheryl Rawling      | Trustee       |
| Katie Lister        | Trustee       |
| Jen Dady            | Trustee       |

### **Structure, Governance, Management**

*Type of Governing Document* – Parentkind Model Constitution Adopted 13<sup>th</sup> October 2020

*How the charity is constituted* – All parents/ primary carers of pupils at Burhill Primary School are automatically members of the PTA although they are not all active members. This also applies to staff at the school.

Members of the board of trustees are elected at the AGM by those present.

*Additional Governance issues*

All trustees are members of Parentkind UK.

## **Objectives and Activities**

Our objectives reflect the ethos of the school.

FoBS aims to raise money during the school year to fund projects to enhance the learning experience of both the children in attendance at the school as a whole and also to meet the specific needs of individual pupils.

We consider the Charity Commission's general guidance on public benefit when setting our own objectives and planning our activities.

We typically have regular fundraisers in the year, notably, a fireworks night open to the public and a summer fair.

These events and activities aim to raise money and also provide a memorable experience for the children who attend. We aim to provide a supportive community for all the families at Burhill Primary School and our local community.

The trustees co-ordinate many of the fundraisers themselves but they also rely largely on volunteers made up of parents and carers of children at the school to support the fundraising events.

## **Achievements and Performance**

This year has seen a series of successful fundraising events, including a fireworks display. Our summer circus was impacted by bad weather and did not generate the anticipated profit. Additional fundraising income has been raised via a sponsored walk and second hand uniform sales.

FoBS were able to provide significant financial support to enhance the educational and community experience of pupils. They funded the entirety of the school's Christmas celebrations, ensuring all pupils were able to participate in seasonal activities without additional cost to families.

Further funding was directed towards curriculum enrichment through class workshops, visiting speakers, the provision of Year 3 ties, year group resources, and the organisation of the annual school disco at no cost to parents. In addition, FoBS invested in a set of nativity costumes and Egyptian costumes for school use, representing a sustainable resource that will benefit pupils in future years. FoBS also contributed to the Year 6 leavers' festival, supporting the school in marking this important milestone.

In this financial year pupils also received an easter treat and a sports day ice lolly courtesy of FoBS.

## **Financial Review**

From September 2024 - August 2025, FoBS made a loss of £4,861. The closing cash balance is £27,011.

Net assets stand at £27,700 – this will allow FoBS to cover deposits to be paid for future events.

**Declaration**

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

Signed on behalf of the charity's trustees.

Signature

*J Mellor*

*S Lucioni*

Full Name

Jaime Mellor

Sara Lucioni

Positions

Chair

Co-Treasurer

Date

30<sup>th</sup> September 2025

30<sup>th</sup> September 2025

| <b>Balance Sheet</b>          | <b>31st August 2025</b>                  | <b>31st August 2024</b>                  |
|-------------------------------|--|--|
| <b>Current Assets</b>         |  |  |
| Cash                          | 27,011                                   | 32,201                                   |
| Prepayments                   | 480                                      | 360                                      |
| Debtors                       | 209                                      |  |
|                               | <b>27,700</b>                            | <b>32,561</b>                            |
| <b>Current Liabilities</b>    | -  | -  |
| <b>Net Assets</b>             | <b>27,700</b>                            | <b>32,561</b>                            |
| <b>Capital &amp; Reserves</b> |  |  |
| Retained Earnings B/F         | 32,561                                   | 21,142                                   |
| Profit                        | (4,861)                                  | 11,419                                   |
| Retained Earnings C/F         | <b>27,700</b>                            | <b>32,561</b>                            |
|                               |  |  |
|                               | <b>12 months to 31st<br/>August 2025</b> | <b>12 months to 31st<br/>August 2024</b> |
| <b>Profit &amp; Loss</b>      |  |  |
| Fundraising Income            | 45,831                                   | 57,825                                   |
| Other Income                  | 596                                      | 2,000                                    |
|                               | <b>46,427</b>                            | <b>59,825</b>                            |
| Cost of Fundraising           | (35,107)                                 | (35,626)                                 |
| Other Costs                   | (16,181)                                 | (12,780)                                 |
| <b>Profit (Loss)</b>          | <b>(4,861)</b>                           | <b>11,419</b>                            |



## **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

**Report to the trustees/ members of :** BURHILL COUNTY FIRST SCHOOL PARENT  
TEACHER ASSOCIATION

**On accounts for the year ended:** 31<sup>st</sup> August 2025

**Charity No:** 285685

**Set out on page:** 4

### **Respective responsibilities of trustees and examiner:**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees do not consider an audit to be required for this reporting year, under section 144 of the Charities Act 2011 and that an independent examination is sufficient.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act
- To follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5)(b) of the Charities Act
- To state whether particular matters have come to my attention

### **Basis of independent examiner's statement:**

My examination was carried out in accordance with the general directions from 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. Explanations concerning such matters were sought from the trustees.

The procedures undertaken do not provide all the evidence that would be required in an audit. 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:**

In connection with my examination, no matter has come to my attention which either;

1. Gives me reasonable cause to believe that in any material respect the requirements

- To keep accounting records in accordance with section 130 of the Charities Act and
  - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met
2. Or, in my opinion, that attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed: 

Date: 2 October 2025

Name: Silje Ross

Address: 1 Avondale Close, Hersham Surrey, KT12 4HS

**BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 285685

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# Accounts

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**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From** 1<sup>st</sup> September 2023

**To** 31<sup>st</sup> August 2024

### **Reference and Administration details**

Charity name BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION

Other name used FRIENDS OF BURHILL SCHOOL (hereafter referred to as FoBS)

Address: Burhill Primary School, New Berry Lane, Hersham, Surrey, KT12 4HQ

**Charity registration number:** 285685

### **Names of Trustees as at 31<sup>st</sup> August 2024**

| <i>Trustee Name</i> | <i>Office</i> |
|---------------------|---------------|
| Jennifer Dady       | Chair         |
| Katherine Lister    | Co-Treasurer  |
| Richard Leavey-Bell | Co-Treasurer  |
| Jaime Mellor        | Trustee       |
| Candice Ward        | Trustee       |
| Lyndsey Smith       | Trustee       |
| Cheryl Rawling      | Trustee       |
| Stephanie Gowers    | Trustee       |

### **Structure, Governance, Management**

*Type of Governing Document* – Parentkind Model Constitution Adopted 13<sup>th</sup> October 2020

*How the charity is constituted* – All parents/ primary carers of pupils at Burhill Primary School are automatically members of the PTA although they are not all active members. This also applies to staff at the school.

Members of the board of trustees are elected at the AGM by those present.

*Additional Governance issues*

All trustees are members of Parentkind UK.

## **Objectives and Activities**

Our objectives reflect the ethos of the school.

FoBS aims to raise money during the school year to fund projects to enhance the learning experience of both the children in attendance at the school as a whole and also to meet the specific needs of individual pupils.

We consider the Charity Commission's general guidance on public benefit when setting our own objectives and planning our activities.

We typically have regular fundraisers in the year, notably, a fireworks night open to the public and a summer fair.

These events and activities aim to raise money and also provide a memorable experience for the children who attend. We aim to provide a supportive community for all the families at Burhill Primary School and our local community.

The trustees co-ordinate many of the fundraisers themselves but they also rely largely on volunteers made up of parents and carers of children at the school to support the fundraising events.

## **Achievements and Performance**

This year has seen a series of successful fundraising events, including a fireworks display, summer circus, disco and quiz night. Additional fundraising income has been raised via a sponsored walk, sales of Christmas items created by pupils and second hand uniform sales. The increase in fundraising income over the prior year represents greater amounts raised at the larger events.

The increase in Costs of Fundraising is driven by the economic climate in higher costs of goods and services. Other costs have reduced versus the prior year as projects funded for the pupils were smaller (the comparative year included a large donation to the playground equipment). Key purchases for pupils in the current year include year group resources, a bank of nativity costumes, supporting the school chickens and contributing to the year six leavers festival. At Christmas FoBS funded a visiting theatre company performance of a pantomime for all children to watch live in school, as well as other Christmas festivities.

In this financial year pupils also received an easter treat and a sports day ice lolly courtesy of FoBS.

## **Financial Review**

From September 2022 - August 2023, FoBS made a profit of £22,419. The closing cash balance is £32,201.

Net assets stand at £32,561 – this will allow FoBS to cover deposits to be paid for future events.

**Declaration**

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

Signed on behalf of the charity's trustees.

Signature

*J Dady*

*K Lister*

|           |               |                  |
|-----------|---------------|------------------|
| Full Name | Jennifer Dady | Katherine Lister |
|-----------|---------------|------------------|

|           |       |              |
|-----------|-------|--------------|
| Positions | Chair | Co-Treasurer |
|-----------|-------|--------------|

|      |                                 |                                 |
|------|---------------------------------|---------------------------------|
| Date | 12 <sup>th</sup> September 2024 | 12 <sup>th</sup> September 2024 |
|------|---------------------------------|---------------------------------|

| <b>Balance Sheet</b>          | <b>31st August 2024</b>                  | <b>31st August 2023</b>                  |
|-------------------------------|--|--|
| <b>Current Assets</b>         |  |  |
| Cash                          | 32,201                                   | 20,782                                   |
| Prepayments                   | 360                                      | 360                                      |
|                               | <b>32,561</b>                            | <b>21,142</b>                            |
| <b>Current Liabilities</b>    | -  | -  |
| <b>Net Assets</b>             | <b>32,561</b>                            | <b>21,142</b>                            |
| <b>Capital &amp; Reserves</b> |  |  |
| Retained Earnings B/F         | 21,142                                   | 29,314                                   |
| Profit                        | 11,419                                   | (8,172)                                  |
| Retained Earnings C/F         | <b>32,561</b>                            | <b>21,142</b>                            |
|                               |  |  |
|                               | <b>12 months to 31st<br/>August 2024</b> | <b>12 months to 31st<br/>August 2023</b> |
| <b>Profit &amp; Loss</b>      |  |  |
| Fundraising Income            | 57,825                                   | 48,528                                   |
| Other Income                  | 2,000                                    | 1,000                                    |
|                               | <b>59,825</b>                            | <b>49,528</b>                            |
| Cost of Fundraising           | (35,626)                                 | (28,222)                                 |
| Other Costs                   | (12,780)                                 | (29,477)                                 |
| <b>Profit (Loss)</b>          | <b>11,419</b>                            | <b>(8,172)</b>                           |



**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

**Report to the trustees/ members of :** BURHILL COUNTY FIRST SCHOOL PARENT  
TEACHER ASSOCIATION

**On accounts for the year ended:** 31<sup>st</sup> August 2024

**Charity No:** 285685

**Set out on page:** 4

**Respective responsibilities of trustees and examiner:**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees do not consider an audit to be required for this reporting year, under section 144 of the Charities Act 2011 and that an independent examination is sufficient.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act
- To follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5)(b) of the Charities Act
- To state whether particular matters have come to my attention

**Basis of independent examiner's statement:**

My examination was carried out in accordance with the general directions from 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. Explanations concerning such matters were sought from the trustees.

The procedures undertaken do not provide all the evidence that would be required in an audit. 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:**

In connection with my examination, no matter has come to my attention which either;

1. Gives me reasonable cause to believe that in any material respect the requirements

- To keep accounting records in accordance with section 130 of the Charities Act and
  - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met
2. Or, in my opinion, that attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed: 

Date: 23.09.2024

Name: Silje Ross

Address: 1 Avondale Close, Hersham Surrey, KT12 4HS

**BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 285685

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# Accounts

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**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From** 1<sup>st</sup> September 2022

**To** 31<sup>st</sup> August 2023

### **Reference and Administration details**

Charity name BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION

Other name used FRIENDS OF BURHILL SCHOOL (hereafter referred to as FoBS)

Address: Burhill Primary School, New Berry Lane, Hersham, Surrey, KT12 4HQ

**Charity registration number:** 285685

### **Names of Trustees as at 31<sup>st</sup> August 2023**

| <i>Trustee Name</i> | <i>Office</i> |
|---------------------|---------------|
| Jennifer Dady       | Co-Chair      |
| Trilby Fox-Rumley   | Co-Chair      |
| Katherine Lister    | Co-Treasurer  |
| Richard Leavey-Bell | Co-Treasurer  |
| Sarah Bax           | Secretary     |
| Fiona Wishaw        | Trustee       |
| James Johnson       | Trustee       |

### **Structure, Governance, Management**

*Type of Governing Document* – Parentkind Model Constitution Adopted 13<sup>th</sup> October 2020

*How the charity is constituted* – All parents/ primary carers of pupils at Burhill Primary School are automatically members of the PTA although they are not all active members. This also applies to staff at the school.

Members of the board of trustees are elected at the AGM by those present.

*Additional Governance issues*

All trustees are members of Parentkind UK.

## **Objectives and Activities**

Our objectives reflect the ethos of the school.

FoBS aims to raise money during the school year to fund projects to enhance the learning experience of both the children in attendance at the school as a whole and also to meet the specific needs of individual pupils.

We consider the Charity Commission's general guidance on public benefit when setting our own objectives and planning our activities.

We typically have regular fundraisers in the year, notably, a fireworks night open to the public and a summer fair.

These events and activities aim to raise money and also provide a memorable experience for the children who attend. We aim to provide a supportive community for all the families at Burhill Primary School and our local community.

The trustees co-ordinate many of the fundraisers themselves but they also rely largely on volunteers made up of parents and carers of children at the school to support the fundraising events.

## **Achievements and Performance**

This year has seen a series of successful fundraising events, including a fireworks display, summer fair, disco and quiz night. Additional fundraising income has been raised via a sponsored walk, sales of Christmas items created by pupils, second hand uniform sales, cake sales and a Mother's Day hamper raffle. The increase in fundraising income over the prior year represents a higher number of events and greater amounts raised at the larger events.

FoBS has made a significant contribution to the new school playground in this financial year, which has driven the increase in costs. FoBS has also purchased a book vending machine, new library books and supported the year six leavers festival. At Christmas FoBS funded a visiting theatre company performance of a pantomime for all children to watch live in school, as well as other Christmas festivities.

2023 was the King's Coronation, and FoBS supported school celebrations of the event by purchasing a commemorative bookmark for each child. In this financial year pupils also received an easter treat and a sports day ice lolly courtesy of FoBS.

## **Financial Review**

From September 2022 - August 2023, FoBS made a loss of £8,172. The closing cash balance is £20,782.

Net assets stand at £21,142 – this will allow FoBS to cover deposits to be paid for future events.

**Declaration**

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

Signed on behalf of the charity's trustees.

Signature

*J Dady*

K Lister

Full Name

Jennifer Dady

Katherine Lister

Positions

Co-Chair

Co-Treasurer

Date

18<sup>th</sup> September 2023

| <b>Balance Sheet</b>          | <b>31st August 2023</b>              | <b>31st August 2022</b>              |
|-------------------------------|--------------------------------------|--------------------------------------|
| <b>Current Assets</b>         |                                      |                                      |
| Cash                          | 20,782                               | 28,909                               |
| Prepayments                   | 360                                  | 405                                  |
|                               | <b>21,142</b>                        | <b>29,314</b>                        |
| <b>Current Liabilities</b>    |                                      |                                      |
|                               | -                                    | -                                    |
| <b>Net Assets</b>             | <b>21,142</b>                        | <b>29,314</b>                        |
| <b>Capital &amp; Reserves</b> |                                      |                                      |
| Retained Earnings B/F         | 29,314                               | 27,100                               |
| Profit                        | (8,172)                              | 2,215                                |
| Retained Earnings C/F         | <b>21,142</b>                        | <b>29,314</b>                        |
|                               | <b>12 months to 31st August 2023</b> | <b>12 months to 31st August 2022</b> |
| <b>Profit &amp; Loss</b>      |                                      |                                      |
| Fundraising Income            | 48,528                               | 39,405                               |
| Other Income                  | 1,000                                | 3,500                                |
|                               | <b>49,528</b>                        | <b>42,905</b>                        |
| Cost of Fundraising           | (28,222)                             | (25,286)                             |
| Other Costs                   | (29,477)                             | (15,405)                             |
| <b>Profit (Loss)</b>          | <b>(8,172)</b>                       | <b>2,215</b>                         |



## **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

**Report to the trustees/ members of :** BURHILL COUNTY FIRST SCHOOL PARENT  
TEACHER ASSOCIATION

**On accounts for the year ended:** 31<sup>st</sup> August 2023

**Charity No:** 285685

**Set out on page:** 4

### **Respective responsibilities of trustees and examiner:**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees do not consider an audit to be required for this reporting year, under section 144 of the Charities Act 2011 and that an independent examination is sufficient.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act
- To follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5)(b) of the Charities Act
- To state whether particular matters have come to my attention

### **Basis of independent examiner's statement:**

My examination was carried out in accordance with the general directions from 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. Explanations concerning such matters were sought from the trustees.

The procedures undertaken do not provide all the evidence that would be required in an audit. 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.

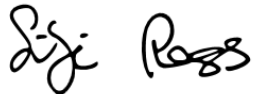
### **Independent examiner's statement:**

In connection with my examination, no matter has come to my attention which either;

1. Gives me reasonable cause to believe that in any material respect the requirements

- To keep accounting records in accordance with section 130 of the Charities Act and
  - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met
2. Or, in my opinion, that attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed:

A handwritten signature in black ink, appearing to read 'Silje Ross'. The signature is written in a cursive style with some loops and flourishes.

Date: 18<sup>th</sup> September 2023

Name: Silje Ross

Address: 1 Avondale Close, Hersham Surrey, KT12 4HS

**BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 285685

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# Accounts

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**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## **Trustees' Annual Report for the period**

**From** 1<sup>st</sup> September 2021

**To** 31<sup>st</sup> August 2022

### **Reference and Administration details**

Charity name BURHILL COUNTY FIRST SCHOOL PARENT TEACHER ASSOCIATION

Other name used FRIENDS OF BURHILL SCHOOL (hereafter referred to as FoBS)

Address: Burhill Primary School, New Berry Lane, Hersham, Surrey, KT12 4HQ

**Charity registration number:** 285685

### **Names of Trustees as at 31<sup>st</sup> August 2022**

| <i>Trustee Name</i> | <i>Office</i> |
|---------------------|---------------|
| Fiona Wishaw        | Chair         |
| Trilby Fox-Rumley   | Vice Chair    |
| Katherine Lister    | Co-Treasurer  |
| Richard Leavey-Bell | Co-Treasurer  |
| Sarah Bax           | Secretary     |
| Jennifer Dady       | Trustee       |
| James Johnson       | Trustee       |

### **Structure, Governance, Management**

*Type of Governing Document* – Parentkind Model Constitution Adopted 13<sup>th</sup> October 2020

*How the charity is constituted* – All parents/ primary carers of pupils at Burhill Primary School are automatically members of the PTA although they are not all active members. This also applies to staff at the school.

Members of the board of trustees are elected at the AGM by those present.

*Additional Governance issues*

All trustees are members of Parentkind UK.

## **Objectives and Activities**

Our objectives reflect the ethos of the school.

FoBS aims to raise money during the school year to fund projects to enhance the learning experience of both the children in attendance at the school as a whole and also to meet the specific needs of individual pupils.

We consider the Charity Commission's general guidance on public benefit when setting our own objectives and planning our activities.

We typically have regular fundraisers in the year, notably, a fireworks night open to the public and a summer fair.

These events and activities aim to raise money and also provide a memorable experience for the children who attend. We aim to provide a supportive community for all the families at Burhill Primary School and our local community.

The trustees co-ordinate many of the fundraisers themselves but they also rely largely on volunteers made up of parents and carers of children at the school to support the fundraising events.

## **Achievements and Performance**

This year was characterised by a return to normal fundraising events after the Covid-19 pandemic. We held a fireworks display, quiz night and summer fair, all of which had not been possible in the preceding 12 month period. This is reflected in a significant increase in fundraising income over the comparative period, and a corresponding increase in the costs of fundraising.

FoBS continued to incur some additional expenses as a result of the pandemic to provide financial and pastoral support to the school community, although this was less than the comparative period. These costs included funding Christmas activities for the children which would normally have been part of a Christmas Fair fundraiser. This included a Christmas present for each child and a virtual panto.

This year there was a focus on the outdoors, and FoBS funded new portable playground equipment which could be used whilst the large climbing equipment is being replaced. FoBS also funded upgrades to the Nursery playground and supported ongoing costs for the Burhill chickens.

2022 was the Queen's Platinum Jubilee, and FoBS supported school celebrations of the event by purchasing a pin badge for each child. Pupils also received an easter treat and a sports day ice lolly courtesy of FoBS.

## Financial Review

From September 2021 - August 2022, FoBS made a profit of £2,215. The closing cash balance is £28,909.

Net assets stand at £29,314 – this will allow FoBS to cover deposits to be paid for future events.

## Declaration

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

Signed on behalf of the charity's trustees.

Signature

*Fiona Wishaw*

*Katie Lister*

Full Name                      Fiona Wishaw

Katherine Lister

Positions                      Chair

Co-Treasurer

Date                              3<sup>rd</sup> October 2022

3<sup>rd</sup> October 2022

| <b>Balance Sheet</b>          | <b>31st August 2022</b>              | <b>31st August 2021</b>              |
|-------------------------------|--------------------------------------|--------------------------------------|
| <b>Current Assets</b>         |                                      |                                      |
| Cash                          | 28,909                               | 26,562                               |
| Prepayments                   | 405                                  | 538                                  |
|                               | <b>29,314</b>                        | <b>27,100</b>                        |
| <b>Current Liabilities</b>    |                                      |                                      |
|                               | -                                    | -                                    |
| <b>Net Assets</b>             | <b>29,314</b>                        | <b>27,100</b>                        |
| <b>Capital &amp; Reserves</b> |                                      |                                      |
| Retained Earnings B/F         | 27,100                               | 36,865                               |
| Profit                        | 2,215                                | (9,765)                              |
| Retained Earnings C/F         | <b>29,314</b>                        | <b>27,100</b>                        |
|                               | <b>12 months to 31st August 2022</b> | <b>12 months to 31st August 2021</b> |
| <b>Profit &amp; Loss</b>      |                                      |                                      |
| Fundraising Income            | 39,405                               | 12,202                               |
| Other Income                  | 3,500                                | 8,600                                |
|                               | <b>42,905</b>                        | <b>20,802</b>                        |
| Cost of Fundraising           | (25,286)                             | (8,525)                              |
| Other Costs                   | (15,405)                             | (22,043)                             |
|                               | -                                    | -                                    |
| <b>Profit (Loss)</b>          | <b>2,215</b>                         | <b>(9,765)</b>                       |



## **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS**

**Report to the trustees/ members of :** BURHILL COUNTY FIRST SCHOOL PARENT  
TEACHER ASSOCIATION

**On accounts for the year ended:** 31<sup>st</sup> August 2022

**Charity No:** 285685

**Set out on page:** 4

### **Respective responsibilities of trustees and examiner:**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees do not consider an audit to be required for this reporting year, under section 144 of the Charities Act 2011 and that an independent examination is sufficient.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act
- To follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5)(b) of the Charities Act
- To state whether particular matters have come to my attention

### **Basis of independent examiner's statement:**

My examination was carried out in accordance with the general directions from 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. Explanations concerning such matters were sought from the trustees.

The procedures undertaken do not provide all the evidence that would be required in an audit. 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.

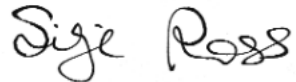
### **Independent examiner's statement:**

In connection with my examination, no matter has come to my attention which either;

1. Gives me reasonable cause to believe that in any material respect the requirements

- To keep accounting records in accordance with section 130 of the Charities Act and
  - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met
2. Or, in my opinion, that attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed:

A handwritten signature in black ink that reads "Silje Ross". The signature is written in a cursive, slightly slanted style.

Date: 3<sup>rd</sup> October 2022

Name: Silje Ross

Address: 1 Avondale Close, Hersham Surrey, KT12 4HS