

Friends of Hever PTA 2023 – 2024**Current Account**1st August 2023 – Lloyds Bank O/B

£5,431.26

PTA Admin and Expenses

Description	Amount
Expenses relating to previous year	£194.46
Misc Expenses	£1,142.10
Lottery Licence	£20.00
ParentKind	£153.00
Village hall hire	£35.00
Transaction fees	£294.95
Total	£1,839.51

Fund raising events

Event	Takings	Expenses	Profit
Cake sales*	£1,922.85	£347.47	£1,575.38
Bonfire Night	£369.20	£334.62	£34.58
Disco	£570.00	£411.83	£158.17
Wonka Bars	£434.78	£202.39	£232.39
Quiz Night	£1,946.86	£1,463.30	£483.56
Christmas Bazaar	£605.10	£510.14	£94.96
Christmas Raffle	£957.11	£42.00	£915.11
Panto	£362.50	£100.11	£262.39+
Easter Fayre	£696.99	£210.74	£486.25
Spring event	£214.35	£72.97	£141.38
Summer Fete	£6,219.35	£2,119.35	£4,100.00
Sponsored Walk	£1,209.00	0.00	1,209.00
Garden club	£1,778.36	0.00	1,778.36**
Wreath making	£600.00	£240.97	£359.03
Summer disco	£410.00	£112.00	298.00
Commission/bags2school	£731.85	0.00	£731.85
Other (xmas, SD, WBD, PH)	£341.33	£153.54	£187.79
Total	£19,369.63	£6,321.43	£13,048.20

*includes extra sales – ie Bore Place & other fundraising events – ie staff donations

**Includes Grant money +paid for coach hire

Other Income

Source	Amount
The Great Stonebridge Trust	£2,500.00
Cowden Fete	£250.00
Kent Community Foundation	£3,500.00
Private donation	£1000.00
Rotary Club	£100.00
Gatwick Airport	£5,000.00
Bluespark Foundation	£5,000.00
Other	£2.91
Total	£17,352.91

Closing balance – 31st July 2024: £5,260.83

Total transfers into Savings Account: £25,340.48

Donations to Hever Primary School

Description	Amount
Netball goals	£311.94
Coach hire for KS2 festive trip	£278.00
Dance workshop	£395.00
Year 6 hoodies	£525.00
Science workshop	£330.00
Climbing frame	£4,615.66
KS2 Festive show	£1,377.99
Kitchen garden	£857.75
Table tennis table	£956.63
Class pots x3 (Elm, Willow & Oak & BC hire)	£903.50
Fence	£720.00
Total	£11,271.47

Savings Account

1st August 2023 – Lloyds Bank O/B: £7,246.56

Description	Project	Amount
Next social		£200.00
Class funds	See below for breakdown	£554.20
Shepherds hut maintenance funds	Shepherds hut	£220.20
Frozen Fridays		£334.96
Private donation	Whole school initiatives	£670.00
Kent Community Foundation	Kitchen garden	£1,905.00
Gardening Club income	Garden	£478.36
Xmas 2023 raffle	Outdoor classroom	£915.00
ASTA grant	Resurfacing/outdoor class	£1,000.00
Gift aid from 2021 Sponsored walk	Resurfacing	£159.56
Stonebridge grant	Resurfacing	£2,500.00
Rotary Club	Resurfacing	£100.00
Cowden Fete	Resurfacing	£250.00
GACT 20.6.24	Resurfacing	£5,000.00
Summer Fete	Resurfacing	£4,000.00
Sponsored Walk 2024	Resurfacing	£1,159.00
Staging	New staging	£487.00
Blue Spark	New Staging	£5,000.00
Interest and unallocated	TBC	£803.58
Total		£25,851.86

Closing balance 31st July 2024 - **£25,386.51**

Profit comparisons of large fundraiser events

Fundraiser	2020-2021	2021-2022	2022-2023	2023-2024
Christmas Bazaar	£370.95	£429.27	£425.04	£605.00
Christmas raffle	£582.50	£547.29	£302.01	£915.00
Easter Fayre	£376.87	£329.97	£618.20	£486.00
Spring event	£196.50	£76.37	£64.10	£141.38
Sponsored Walk	£2,368.27	£3,090.28	£3,663.08	£1,209
Summer Fete	£450.65	£2,424.92	£3,259.33	£4,100.00

Treasurer summary

The year started with the delivery of the great new climbing frame. The final elements of this was paid in this year's financial year. This was no small task to achieve in the short lead time.

The next project to work towards was chosen as the playground resurfacing. We saw this as a long term fundraising target due to the large amount of money it was going to take to complete this project. Early conversations with the school - asked if all fund raising efforts could be put towards the playground. We didn't think that we would be finishing the year having seen this project completed. A huge achievement. Thank you to everyone that played their part in getting this total achieved.

Another valuable grant achieved was to replace the old and not fit for purpose staging that the school had. The Bluespark grant was applied for and awarded and although the money is showing in the list above, the new staging has already been purchased and is ready for use for the Christmas nativity performance.

On top of the money received above - £6k has been paid to the school directly. £5,500 towards the playground and £537.30 for the staging handrails from Hever Parish Council.

I think we can all agree that it has been another extremely successful year and I am in awe of the passion and driving force you all show to meet these fundraising targets.

The next project we are working towards is the outdoor classroom area. We already have a starting point and know you will all do your best to again meet this target to give the children a safe and quiet (not to mention not muddy) outdoor area to enhance their learning.

Thank you

Class fundraising pots:

Class	Amount
Acorn	0.00
Magnolia	£69.32
Elderberry	£95.04
Elm	£11.27
Willow	£282.63*
Chestnut	£48.21
Oak	£47.73
Total	£554.20

*Allocated for class trip

Friends of Hever School - PTA Accounts - Charity No: 287136

Lloyds Bank Account

For Period: 1st August 2023 - 31st July 2024

Prepared by Amy Fletcher - Treasurer

Income
Donations

DATE	DETAIL	Grants / Donations - general
8/1/2023	OPENING BALANCE	
	THE POLLEN PARTNER 300000001181273689 HEVER MAY	
8/1/2023	PICNIC 606002 10 01AUG23 21:27	
	COMMONWORK TRUST 100000001174489734 HEVER PTA	
8/1/2023	165810 10 01AUG23 20:55	
	AMY HOUSE 200000001173964201 MAG ICE CREAM 070116	
8/1/2023	10 01AUG23 20:50	
	AMY HOUSE 200000001173959919 PTA EXPENSES 070116 10	
8/1/2023	01AUG23 20:42	
	HOUSE AMY HOUSE FP23213013624991 070116 10	
8/1/2023	01AUG23 19:34	
	HOUSE AMY HOUSE FP23213013624049 070116 10	
8/1/2023	01AUG23 19:33	
	THE WPA BEN FOUN B BENEVOLENT GRANT	
9/7/2023	BX2309068292557400 201394 40 07SEP23 03:17	
	SUMUP PAYMENTS ACC MD2 PID356493	
9/22/2023	WQRLV0MD08RO7NYE6P 041401 10 22SEP23 19:09	
	SUMUP PAYMENTS ACC MD2 PID357718	
9/25/2023	MY08V7L5YL1L5VOD1X 041401 10 25SEP23 16:22	
	THE GREAT STONE BR GSBT GRANT 500000001208247988	
9/25/2023	309292 10 25SEP23 10:46	
9/25/2023	FRIENDS OF HEVER S 309292 38892260 24SEP23	
9/25/2023	FRIENDS OF HEVER S 309292 38892260 24SEP23	
	HEVER VILLAGE HALL 400000001212306394 HEVER SCHOOL	
9/25/2023	PTA 309292 10 23SEP23 18:53	
	STRIPE PAYMENTS UK STRIPE PH737VTI1HM4FBU800 200000	
9/28/2023	40 28SEP23 08:57	
	STRIPE PAYMENTS UK STRIPE PH737VTI1HM4LA3Z00 200000	
9/29/2023	40 29SEP23 08:58	
	SUMUP PAYMENTS ACC MD2 PID361279	
10/2/2023	1DXO28R40OML0VR5P7 041401 10 02OCT23 20:02 WILLOW	
	COWDEN FETE COMM COWDEN FETE DONATI	
10/2/2023	RP4679962187356500 208813 10 02OCT23 19:33	250.00
	STRIPE PAYMENTS UK STRIPE PH737VTI1HM4SB0000 200000	
10/2/2023	40 02OCT23 08:50	

KENT COMMUNITY FOU OGA406688 000000FT23271TYDN8
10/2/2023 230580 40 02OCT23 04:37
STRIPE PAYMENTS UK STRIPE PH737VTI1HM508TF00 200000
10/3/2023 40 03OCT23 08:42
STRIPE PAYMENTS UK STRIPE PH737VTI1HM5IF4Y00 200000
10/6/2023 40 06OCT23 08:50
10/9/2023 FRIENDS OF HEVER S 309292 38892260 08OCT23
ANGLO RECYCLING CO B2S COLLECTION 190
10/18/2023 REV976282979297469 040075 10 18OCT23 12:24
AMY HOUSE 300000001226696456 PTA SEPT EXP 070116 10
10/20/2023 20OCT23 10:08
10/23/2023 500260
HWM SOLU LTD SW DONATION HEVER SCH
10/24/2023 RP4659983570034500 204545 10 24OCT23 19:46 1,000.00
YOUR COACH HIRE LT 300000001232839325 4891 090222 10
10/30/2023 30OCT23 19:16
STRIPE PAYMENTS UK STRIPE PH737VTI1HM96VT100 200000
11/3/2023 40 03NOV23 08:51
STRIPE PAYMENTS UK STRIPE PH737VTI1HM9D6CJ00 200000
11/6/2023 40 06NOV23 08:59
HEVER COE PRIMARY 600000001233582573 311023DD 606008
11/6/2023 10 05NOV23 21:16 Dance days from Cowden
11/6/2023 FRIENDS OF HEVER S 309292 38892260 05NOV23
STRIPE PAYMENTS UK STRIPE PH737VTI1HM9PVUI00 200000
11/8/2023 40 08NOV23 08:54
STRIPE PAYMENTS UK STRIPE PH737VTI1HM9T9WC00 200000
11/9/2023 40 09NOV23 08:40
11/14/2023 EASY FUNDRAISING 116221 QUARTER 3 2
STRIPE PAYMENTS UK STRIPE PH737VTI1HMANK5D00 200000
11/15/2023 40 15NOV23 08:54
STRIPE PAYMENTS UK STRIPE PH737VTI1HMASTL100 200000
11/16/2023 40 16NOV23 08:56
MEGAN B M PARK 500000001239698537 PTA - BONFIRE
11/16/2023 403540 10 16NOV23 10:15
MRS MEI LING REDDA 400000001244520899 PTA - BONFIRE
11/16/2023 404128 10 16NOV23 10:14
REBECCA CARSON 100000001236276669 HEVER PTA EXPENSES
11/16/2023 601609 10 16NOV23 10:10
SUMUP PAYMENTS ACC MD2 PID385626
11/17/2023 4Q8MN5QQWEYVMV95GL 041401 10 17NOV23 18:40 0.97
HARRIS BC/GCHQ FOR FAMILY XMAS 20144010434774000R
11/17/2023 160032 10 17NOV23 14:40
STRIPE PAYMENTS UK STRIPE PH737VTI1HMAX8AG00 200000
11/17/2023 40 17NOV23 08:55
STRIPE PAYMENTS UK STRIPE PH737VTI1HMBDXUQ00 200000
11/21/2023 40 21NOV23 08:53
STRIPE PAYMENTS UK STRIPE PH737VTI1HMBIPWG00 200000
11/22/2023 40 22NOV23 08:53
MRS J LINGARD 300000001246969989 201123 - HPS 309292
11/23/2023 10 23NOV23 11:41

STRIPE PAYMENTS UK STRIPE PH737VTI1HMBM6BI00 200000
11/23/2023 40 23NOV23 08:44
STRIPE PAYMENTS UK STRIPE PH737VTI1HMBULXW00 200000
11/24/2023 40 24NOV23 08:54
SUMUP PAYMENTS ACC MD2 PID390606
11/27/2023 ZLW5NP376X7GGV14JM 041401 10 27NOV23 16:50
REYNOLDS E J WREATH X2 35095340533972000N 600806 10
11/27/2023 27NOV23 09:53
STRIPE PAYMENTS UK STRIPE PH737VTI1HMBZZMG00 200000
11/27/2023 40 27NOV23 08:51
K KELLAWAY MATILDA KAREN KELL 200000001240977958
11/27/2023 309465 10 25NOV23 07:35
STRIPE PAYMENTS UK STRIPE PH737VTI1HMCBIMY00 200000
11/28/2023 40 28NOV23 08:46

11/28/2023 HEVER CASTLE LTD
SUMUP PAYMENTS ACC MD2 PID391793
11/29/2023 97RYNR8LDO00PV3KW5 041401 10 29NOV23 16:23
STRIPE PAYMENTS UK STRIPE PH737VTI1HMCCHR7B00 200000
11/29/2023 40 29NOV23 08:45
SUMUP PAYMENTS ACC MD2 PID392413
11/30/2023 JO98VXM307Q5J2Y5LW 041401 10 30NOV23 18:29 1.94
T CROWHURST 600000001248350512 309172 10 30NOV23
11/30/2023 17:48
HEVER COE PRIMARY 300000001251649187 241123HPSPG
11/30/2023 606008 10 30NOV23 11:58
11/30/2023 FRIENDS OF HEVER S 309292 38892260
11/30/2023 FRIENDS OF HEVER S 309292 38892260
MEGAN B M PARK 200000001244334008 PTA - R KS1 PANTO
11/30/2023 403540 10 30NOV23 11:40
TIMOTHY CROWHURST 400000001253132155 HEVER SCH
11/30/2023 BONFIRE 309172 10 30NOV23 11:37
STRIPE PAYMENTS UK STRIPE PH737VTI1HMCQFLU00 200000
11/30/2023 40 30NOV23 08:54
ROTARY CLUB OF EDE RESURFACING APPEAL
12/4/2023 400000001256306046 309292 10 04DEC23 15:14
M JONES 200000001248243398 HEVER PTA 110263 10
12/5/2023 05DEC23 17:20
JENNY ALEXANDER 400000001257010601 HEVER PTA EXP
12/5/2023 524112 10 05DEC23 17:18
MEGAN B M PARK 400000001257006291 PTA- PANTO WREATH
12/5/2023 403540 10 05DEC23 17:11
12/7/2023 FRIENDS OF HEVER S 309292 38892260
HEVER CHURCH OF EN 300000001256545169 HEVER XMAS
12/7/2023 FAIR 309292 10 07DEC23 13:12
SUMUP PAYMENTS ACC MD2 PID398002
12/11/2023 WQRLV0MJ39WL6NYE6P 041401 10 11DEC23 17:29
SUMUP PAYMENTS ACC MD2 PID398585
12/12/2023 8M3P2M84L3R7Y27JXD 041401 10 12DEC23 15:28

SUMUP PAYMENTS ACC MD2 PID399198

12/13/2023 WQRLV0MJ56Y5RNYE6P 041401 10 13DEC23 16:44
 CLEMENTS A XMAS GIFTS RP4659980440937500 208441 10

12/15/2023 15DEC23 07:19
 MS J SEYMOUR 200000001254524948 HEVER PTA 404763 10

12/18/2023 16DEC23 11:24
 K TURNER RAFFLE TICKETS 500000001264992445 774926 10

12/27/2023 27DEC23 15:14
 LAURA ELSON 200000001264527655 HEVER PTA EXP 208813

1/2/2024 10 02JAN24 15:30
 L SCOTT 500000001268601432 HEVER PTA EXP 204071 10

1/2/2024 02JAN24 15:27
 KEELY HARDING 600000001268303089 HEVER PTA EXP 201433

1/2/2024 10 02JAN24 15:24
 EMMA SKORCZEWSKI 100000001265181411 HEVER PTA EXP

1/2/2024 602322 10 02JAN24 15:02
 JENNY ALEXANDER 300000001271883635 HEVER PTA - OAK

1/2/2024 524112 10 02JAN24 14:53
 1/2/2024 FRIENDS OF HEVER S 309292 38892260

AMY HOUSE 300000001271879933 PTA - EXP 070116 10

1/2/2024 02JAN24 14:49
 SEVENOAKS DISTRICT 600000001268271821 07/00197/LOTTER

1/2/2024 207663 10 02JAN24 14:39
 1/2/2024 PARENTKIND PTA965637-76241276

CHANTELLE SMEDLEY 100000001266382818 HEVER PTA -

1/4/2024 WILLOW 309863 10 04JAN24 16:55
 STRIPE PAYMENTS UK STRIPE PH737VTI1HMGXYPD00 200000

1/4/2024 40 04JAN24 08:53
 SCOTT LJ ACORNS POT RP4679966957616700 204071 10

1/8/2024 07JAN24 13:25
 STRIPE PAYMENTS UK STRIPE PH737VTI1HMHXYKI00 200000

1/12/2024 40 12JAN24 08:38
 HOUSE AMY HOUSE FP24014013782161 070116 10 14JAN24

1/15/2024 19:04
 PIPERS FLORIST 100000001271500174 HEVER SCHOOL PTA

1/15/2024 402009 10 14JAN24 11:34
 1/15/2024 FRIENDS OF HEVER S 309292 38892260 14JAN24

CATHERINE CHERRY 300000001278192174 HEVER PTA 603009

1/15/2024 10 14JAN24 10:57
 STRIPE PAYMENTS UK STRIPE PH737VTI1HMIF99P00 200000

1/16/2024 40 16JAN24 08:49
 1/17/2024 STRIPE STRIPE-LVQFN402BHL

STRIPE PAYMENTS UK STRIPE PH737VTI1HMIOHYT00 200000

1/18/2024 40 18JAN24 08:46
 P BASSETT 100000001276037561 HEVER CEP SCHOOL 779508

1/22/2024 10 22JAN24 18:35
 1/22/2024 FRIENDS OF HEVER S 309292 38892260 (planintarium visit)

SUMUP PAYMENTS ACC MD2 PID419892

1/22/2024 QGOMVGKGGZ0ZQZ2D5WR 041401 10 22JAN24 15:49

HEVER COE PRIMARY 300000001283245032 KS2 606008 10
1/23/2024 23JAN24 18:00
1/23/2024 FRIENDS OF HEVER S 309292 38892260 - rocks workshop
STRIPE PAYMENTS UK STRIPE PH737VTI1HMJ8R9U00 200000
1/23/2024 40 23JAN24 08:52
STRIPE PAYMENTS UK STRIPE PH737VTI1HMJPCZ700 200000
1/26/2024 40 26JAN24 08:46
STRIPE PAYMENTS UK STRIPE PH737VTI1HMJUNEF00 200000
1/29/2024 40 29JAN24 08:40
MEGAN B M PARK 200000001278910427 PTA- EXPENSES
1/29/2024 403540 10 28JAN24 19:26
STRIPE PAYMENTS UK STRIPE PH737VTI1HMK4O3000 200000
1/30/2024 40 30JAN24 08:52
STRIPE PAYMENTS UK STRIPE PH737VTI1HMKAOQL00 200000
1/31/2024 40 31JAN24 08:51
STRIPE PAYMENTS UK STRIPE PH737VTI1HMKFNVX00 200000
2/1/2024 40 01FEB24 08:45
SUMUP PAYMENTS ACC MD2 PID427269
2/5/2024 5W48NDP1MO0GZN9MRO 041401 10 05FEB24 16:20
STRIPE PAYMENTS UK STRIPE PH737VTI1HML6X3N00 200000
2/7/2024 40 07FEB24 08:54
STRIPE PAYMENTS UK STRIPE PH737VTI1HML9VO800 200000
2/8/2024 40 08FEB24 08:39
HEVER VILLAGE HALL 100000001286573574 HEVER SCH - INV
2/8/2024 10 309292 10 08FEB24 10:45
2/8/2024 FRIENDS OF HEVER S 309292 38892260
2/9/2024 500261
2/9/2024 500262
STRIPE PAYMENTS UK STRIPE PH737VTI1HMLGZGC00 200000
2/9/2024 40 09FEB24 08:50
STRIPE PAYMENTS UK STRIPE PH737VTI1HML03H100 200000
2/12/2024 40 12FEB24 08:54
STRIPE PAYMENTS UK STRIPE PH737VTI1HMLX3SQ00 200000
2/13/2024 40 13FEB24 08:54
STRIPE PAYMENTS UK STRIPE PH737VTI1HMM8K8P00 200000
2/15/2024 40 15FEB24 08:52
ANGLO RECYCLING CO B2S COLLECTION 160
2/20/2024 REV084418484806053 040075 10 20FEB24 15:11
2/22/2024 FRIENDS OF HEVER S 309292 38892260 Garden items
HEVER COE PRIMARY 400000001302326187 21224GARDEN
2/22/2024 606008 10 22FEB24 09:39
EDENBRIDGE TOWN VI 200000001293496516 1864 207655
2/22/2024 10 22FEB24 09:36
STRIPE PAYMENTS UK STRIPE PH737VTI1HMN2XNX00 200000
2/22/2024 40 22FEB24 08:44
STRIPE PAYMENTS UK STRIPE PH737VTI1HMNAVCK00 200000
2/23/2024 40 23FEB24 08:51
SUMUP PAYMENTS ACC MD2 PID448339
2/26/2024 MY08V7L9OEEROVOD1X 041401 10 26FEB24 18:06 OAK

STRIPE PAYMENTS UK STRIPE PH737VTI1HMNFR8400 200000
2/26/2024 40 26FEB24 08:59
STRIPE PAYMENTS UK STRIPE PH737VTI1HMNQ79A00 200000
2/27/2024 40 27FEB24 08:49
2/28/2024 STRIPE STRIPE-LVQFN402BHL
STRIPE PAYMENTS UK STRIPE PH737VTI1HMO0IOV00 200000
2/29/2024 40 29FEB24 08:38
L STANDEN FREYA STEPNEY 600000001303573189 117361 10
3/1/2024 01MAR24 23:26
CAROLINE BURGESS- GRACE B-P GARDEN C
3/1/2024 5JM4VJ37OEMOJ23K9D 608371 10 01MAR24 15:34
STRIPE PAYMENTS UK STRIPE PH737VTI1HMOA6EJ00 200000
3/1/2024 40 01MAR24 08:50
STRIPE PAYMENTS UK STRIPE PH737VTI1HMOFZ7C00 200000
3/4/2024 40 04MAR24 08:52
STRIPE PAYMENTS UK STRIPE PH737VTI1HMOQUK200 200000
3/5/2024 40 05MAR24 08:52
STRIPE PAYMENTS UK STRIPE PH737VTI1HMOUZBO00 200000
3/6/2024 40 06MAR24 08:40
STRIPE PAYMENTS UK STRIPE PH737VTI1HMP0IOG00 200000
3/7/2024 40 07MAR24 08:38
SUMUP PAYMENTS ACC MD2 PID461534
3/11/2024 MY08V7LRMGQJYVOD1X 041401 10 11MAR24 16:52
STRIPE PAYMENTS UK STRIPE PH737VTI1HMPEG3Z00 200000
3/11/2024 40 11MAR24 09:00
STRIPE PAYMENTS UK STRIPE PH737VTI1HMP0DNW00 200000
3/12/2024 40 12MAR24 08:49
STRIPE PAYMENTS UK STRIPE PH737VTI1HMPUHFA00 200000
3/13/2024 40 13MAR24 08:55
MRS J LINGARD 600000001313536444 070324 309292 10
3/19/2024 19MAR24 18:05
MR BOUNCY CASTLE L 500000001313899357 4080 090127 10
3/19/2024 19MAR24 18:04
SUMUP PAYMENTS ACC MD2 PID468154
3/19/2024 KXZW29L1LZPE6NP7YE 041401 10 19MAR24 17:53
CARLY MINTER A TEAM 00151159632BBJKJD 090126 10
4/2/2024 02APR24 21:29
AMY HOUSE 600000001319777360 PTA - EXP 070116 10
4/2/2024 29MAR24 11:30
CF LUCK 200000001316027098 HEVER PTA - TENS 517012 10
4/2/2024 29MAR24 11:27
FRIENDS OF HEVER S EASTER FAYRE 04214766672417821
4/8/2024 041450 10 07APR24 16:47
PERSE B M A TEAM 662257739321014001 404766 10
4/10/2024 10APR24 12:39
C THARMARAJAH 400000001336335970 308784 10 17APR24
4/17/2024 18:44
RELF HL OLD STANGROVIANS 864572847191814001 404782
4/18/2024 10 18APR24 19:17

HM CREATIVE & CO SENT FROM MONZO
4/19/2024 PTNUAN25Y2YEQ7VQUQ 040003 10 19APR24 12:27
C THARMARAJAH 500000001334161301 308784 10 22APR24
4/22/2024 12:04
MRS KAREN E KELLAW 500000001333681102 PTA - EASTER
4/22/2024 309465 10 21APR24 15:54
TAYLA WOODS A TEAM 00151570632BBMKJHZ 090127 10
4/23/2024 23APR24 20:59
S ANDERTON HEVER DIVAS0 200000001332759907 309790
4/26/2024 10 26APR24 13:48
KOSTADINOV SC HEVER DIVAS RP4679963936620800 204486
4/26/2024 10 26APR24 09:54
S ANDERTON HEVER DIVAS 100000001336426931 309790 10
4/30/2024 30APR24 21:02
DE MORAVILLE LM STAFF AND NONSENSE
5/1/2024 503250154312105001 404762 10 01MAY24 21:34
DE MORAVILLE LM HEADLESS 108298214312105001 404762
5/1/2024 10 01MAY24 21:34
EDENBRIDGE TOWN VI 600000001340771286 1887 207655
5/2/2024 10 02MAY24 10:22
LYNCH KAREN SUMMER FETE FP24123009642469 070116 10
5/2/2024 02MAY24 21:33
S KYME HEVER SUMMER FETE 600000001341037167 309631
5/2/2024 10 02MAY24 17:24
HARRIS BC/GCHQ BRIDGET IVAN EMI 14141952741305000R
5/2/2024 160032 10 02MAY24 14:19
CROOKS CAROLINE QUIZ NIGHT FP24124010763387 070116
5/3/2024 10 03MAY24 22:15
A ENSTON A TEAM 200000001339410473 309270 10
5/7/2024 06MAY24 16:12
WATTS SCHOOLED 111381023191405001 401844 10
5/7/2024 04MAY24 19:13
TAYLA WOODS A TEAM 00151570632BBMLFLK 090127 10
5/7/2024 04MAY24 07:28
LIZZIE HUTCHISON LIZZIE - QUIZ 00156366632BBHQYH
5/9/2024 090132 10 09MAY24 17:16
AMY FLETCHER 100000001341863599 PTA - FETE 606002 10
5/9/2024 09MAY24 13:14
CF LUCK 200000001341073802 HEVER PTA - EXP 517012 10
5/9/2024 09MAY24 11:57
AMY HOUSE 400000001349905822 PTA - EXP 070116 10
5/9/2024 09MAY24 11:56
ROBERT PARMENTER 500000001345173522 IN00513 200262
5/9/2024 10 09MAY24 11:50
PALMER AL QUIZ NIGHT 11072726481906000N 524112 10
5/10/2024 10MAY24 07:27
LUCK CF C LUCK BAR TAB QZ 08202119493228000N 517012
5/14/2024 10 14MAY24 20:21
SCOTT LJ ACORNS POT RP4679966915985900 204071 10
5/14/2024 14MAY24 16:25

HEVER COE PRIMARY 500000001350331620 HPSFOHTT24424
 5/20/2024 606008 10 18MAY24 10:36 - TABLE TENNIS

 5/20/2024 FRIENDS OF HEVER S 309292 38892260 18MAY24 - table tennis
 REDDAWAY M L IOUS 316333949101815001 404128 10
 5/20/2024 18MAY24 10:19
 REDDAWAY M L QUIZ MR 168543319101815001 404128 10
 5/20/2024 18MAY24 10:19
 FRIENDS OF HEVER S SENT FROM SUMUP 02777397556689667
 5/20/2024 041450 10 18MAY24 10:08
 MRS MEI LING REDDA 600000001349967369 PTA - QUIZ
 5/20/2024 404128 10 18MAY24 09:46
 CF LUCK 600000001349967083 PTA - EXP QUIZ 517012 10
 5/20/2024 18MAY24 09:46
 VANESSA MONK THOMAS MONK UNIFOM
 5/21/2024 00151773632BBNZGFB 090129 10 21MAY24 19:06
 SUMUP PAYMENTS ACC MD2 PID534249 Z5LP2L38Y5JQ9V7OE8
 5/21/2024 041401 10 21MAY24 16:36
 HEVER COE PRIMARY 400000001357344961 HPSFOH200524
 5/22/2024 606008 10 22MAY24 16:05
 FRIENDS OF HEVER S 309292 38892260 (ELM - 102.50, Willow
 5/22/2024 £82, Oak - £219)
 AMY HOUSE 300000001355934160 PTA - EXP 070116 10
 5/22/2024 22MAY24 16:01
 C THARMARAJAH PARTY PACK 400000001363208043 308784
 5/31/2024 10 31MAY24 16:25
 SUMUP PAYMENTS ACC MD2 PID551409
 6/3/2024 E78126QGOP3GM2J06M 041401 10 03JUN24 17:08 50.00
 STRIPE PAYMENTS UK STRIPE 741630833600 185008 10
 6/3/2024 03JUN24 08:46
 ESTELLE HIVES LLP DANIMCGRATH REV172311408987619
 6/3/2024 042909 10 01JUN24 09:39
 SUMUP PAYMENTS ACC MD2 PID554165
 6/5/2024 QDP7N1Z0Y1GJX26XLE 041401 10 05JUN24 17:41
 FRIENDS OF HEVER S 309292 38892260 (915 - 2023 xmas raffle
 6/6/2024 1000 Asta money, £100 rotary club) resurfacing
 HOUSE AMY HOUSE FP24158017125171 070116 10 06JUN24
 6/6/2024 10:46
 AMY HOUSE 300000001365650534 PTA - EXP 070116 10
 6/6/2024 06JUN24 10:20
 CF LUCK 300000001365650189 PTA - EXPI PENS 517012 10
 6/6/2024 06JUN24 10:19
 SUMUP PAYMENTS ACC MD2 PID555549
 6/6/2024 4Q8MN5QOPR85JV95GL 041401 10 06JUN24 16:15
 SUMUP PAYMENTS ACC MD2 PID557080
 6/7/2024 O13PVQ37DX6M4V06JL 041401 10 07JUN24 17:03
 SUMUP PAYMENTS ACC MD2 PID561196
 QGOMVGK56J1YX2D5WR 041401 10 10JUN24 19:11
 6/10/2024 CHESTNUT CLASS SALE

ANGLO RECYCLING CO B2S COLLECTION 100
 6/12/2024 REV181903307521601 040075 10 12JUN24 12:05
 LUCK CF LUCKS SPONS WALK 35174550836858000N 517012
 6/17/2024 10 17JUN24 17:45
 SUMUP PAYMENTS ACC MD2 PID571218
 E78126QG443ML2J06M 041401 10 17JUN24 16:01
 6/17/2024 MAGNOLIA CLASS SALE
 MRS J LINGARD 600000001368272653 060624 309292 10
 6/17/2024 15JUN24 15:04
 HEVER COE PRIMARY 600000001368271377 HPSFOHFENCE
 6/17/2024 606008 10 15JUN24 15:02
 6/17/2024 FRIENDS OF HEVER S 309292 38892260 15JUN24
 SUMUP PAYMENTS ACC MD2 PID575596
 6/20/2024 RD182Y7O7JP6GV4Y60 041401 10 20JUN24 15:45
 MOOSAJEE M LOVE ART MOOSAJEE RP4679963368075800
 6/24/2024 202623 10 24JUN24 22:06
 SUMUP PAYMENTS ACC MD2 PID581472
 6/24/2024 QGOMVGK6XMR672D5WR 041401 10 24JUN24 19:07
 GATWICK AIRPORT CO GACT APP337B 100000001365592975
 6/26/2024 309438 10 26JUN24 16:21 5,000.00
 M JONES REFUND FROM M JONE 500000001375604659 110263
 6/27/2024 10 27JUN24 19:48
 ALIX WILKS 400000001380161564 PTA - FETE 24 070436 10
 6/27/2024 27JUN24 13:55
 6/27/2024 FRIENDS OF HEVER S 309292 38892260
 HEVER COE PRIMARY 400000001380157565 HPSFOHELD
 6/27/2024 606008 10 27JUN24 13:49
 6/27/2024 FRIENDS OF HEVER S 309292 38892260
 M JONES 400000001380156487 HEVER PTA 110263 10
 6/27/2024 27JUN24 13:47
 SUMUP PAYMENTS ACC MD2 PID587100
 6/28/2024 R4WGNWQ11ZP7PN15DZ 041401 10 28JUN24 16:28
 K TURNER RAFFLE TICKETS 400000001381057825 774926 10
 6/28/2024 28JUN24 10:53
 SUMUP PAYMENTS ACC MD2 PID591209
 7/1/2024 J63EV4ZM8K6E3NOWGP 041401 10 01JUL24 22:47
 HARRIS BC/GCHQ CONTRIB TO FETE 07120108768773000R
 7/1/2024 160032 10 01JUL24 12:01
 STRIPE PAYMENTS UK STRIPE 742112533400 185008 10
 7/1/2024 01JUL24 09:01
 LUCK CF CRISPS X 2 CL 15140125039099000N 517012 10
 7/2/2024 02JUL24 14:01
 SUMUP PAYMENTS ACC MD2 PID595513
 7/4/2024 QGOMVGK67DKK72D5WR 041401 10 04JUL24 19:32
 HEVER VILLAGE HALL 600000001380288047 HEVER SCH - FETE
 7/4/2024 309292 10 04JUL24 13:51
 MRS E BARNES 600000001380279157 INV 0230 - HPS PTA
 7/4/2024 401000 10 04JUL24 13:35
 ALEXANDRA ENSTON 600000001380251644 PTA FETE EXP
 7/4/2024 309270 10 04JUL24 12:49

EDENBRIDGE TOWN VI 500000001380573397 1916 207655	
7/4/2024 10 04JUL24 12:45	
CF LUCK 100000001371347518 PTA - EXP 517012 10 04JUL24	
7/4/2024 12:43	
L SCOTT 100000001371347189 HEVER PTA EXP 204071 10	
7/4/2024 04JUL24 12:42	
JENNY ALEXANDER 100000001371346903 PTA - EXP 524112	
7/4/2024 10 04JUL24 12:42	
AMY HOUSE 500000001380570812 PTA - EXP 070116 10	
7/4/2024 04JUL24 12:41	
MEGAN B M PARK 100000001371345128 PTA- EXPENSES	
7/4/2024 403540 10 04JUL24 12:39	
SUMUP PAYMENTS ACC MD2 PID597086	
KXZW29LDOK966NP7YE 041401 10 05JUL24 17:26 End of	
7/5/2024 year staff gifts	
JAMES ROGERS 200000001377439151 HEVER FETE RAFFLE	
7/5/2024 301215 10 05JUL24 17:03	
7/5/2024 500263	
SUMUP PAYMENTS ACC MD2 PID601282	
MY08V7L6YX3RRVOD1X 041401 10 08JUL24 22:47 end of	
7/8/2024 year gifts	
STACEY LUCAS 200000001378353419 HEVER PTA EXPENSES	
7/8/2024 208813 10 07JUL24 17:16	
SUMUP PAYMENTS ACC MD2 PID602641	
WQRLV0ME4JP33NYE6P 041401 10 09JUL24 15:41 END of	
7/9/2024 year gifts	
ALEXANDRA ENSTON 400000001388984744 FETE FLOWERS	
7/10/2024 309270 10 10JUL24 20:06	
L SCOTT 600000001383882679 ACORN DONATIONS 204071	
7/10/2024 10 10JUL24 20:04	
7/10/2024 STRIPE STRIPE-LVQFN402BHL	
SUMUP PAYMENTS ACC MD2 PID607112	
1DXO28RWPW60GVR5P7 041401 10 12JUL24 18:45 END OF	
7/12/2024 YEAR STAFF GIFTS	
JUMBLEBEE LTD JUMBLEBEE AUCTION 02021601478834000N	
7/12/2024 180002 40 12JUL24 02:31	
SUMUP PAYMENTS ACC MD2 PID611335	
7/15/2024 J63EV4ZJXJK47NOWGP 041401 10 15JUL24 18:29	
SUMUP PAYMENTS ACC MD2 PID612585 O13PVQ3L74JEQV06JL	
7/16/2024 041401 10 16JUL24 16:12	
SUMUP PAYMENTS ACC MD2 PID614055	
7/17/2024 KXZW29LDD3QY7NP7YE 041401 10 17JUL24 18:49	
LUCK CF HARRISON DISCO 43124718456489000N 517012 10	
7/22/2024 22JUL24 12:47	
BLUESPARK FOUNDA BLUESPARK 5553 RP4679968289744000	
7/25/2024 208420 10 25JUL24 15:07	5,000.00
FRIENDS OF HEVER S 309292 38892260 (£5k blue spark and 4K	
7/26/2024 summer fete	

11,302.91

Agreed to Savings bank statement

Agreed to Savings bank statements and Cashbook

Agreed to Invoices

Fund Raising Events

Grants / Donations - playground	Grants / Donations - garden	Donation to Hever School/Purcha ses for School	Waitrose Green Token/ Bags2School/ Easyfundraisin g	Second-hand Uniform Sales	Class Fundraisers/ Cake Sales	Bonfire Night
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1,300.00

90.93

44.71

2,500.00

103.99

3,500.00

95.00

30.50

112.50

170.50

32.67

100.00

48.06

17.50

69.32

74.67

1,000.00

185.00

80.00

65.88

10.00

3.43

1.00

286.58

50.00

83.00

40.00

64.90

55.50

145.00

145.00

479.75

129.00

214.41

50.00

22.00

30.00

104.60

85.00

5.00

5.00

6,100.00

1,300.00

1,000.00

731.85

209.50

1,922.85

369.20

Disco	Race Night	Wonka Bars	Quiz Night	Christmas Bazaar	Christmas Raffle	Easter Fayre
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7.50

52.50

7.50

7.50

50.00

9.18

14.13

297.50

147.50

32.50

42.86

10.00

42.50

1.95

35.00

152.50

19.67

10.80

39.33

5.00

11.49

25.30

10.00

5.00

50.00

5.00			
110.00	50.00		
25.00			
45.00			
85.00	30.00		
65.00	5.00		
70.00		5.00	
50.00		2.50	
			540.00
15.00			
5.00	35.00		
10.00			
20.00		10.00	
		20.00	
5.00			

	22.50
35.00	55.00
5.00	

10.00

5.00	67.50
	15.00
	75.00

	32.50
	100.00
	20.00

105.00

283.69

120.00

45.00

120.00

30.50

105.00

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45.00

15.00

15.00

91.00

15.00

15.00

15.00

6.00

10.00

10.00

534.76

29.60

335.00

404.30

570.00	170.00	435.00	1,946.86	605.10	957.11	687.99
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Stampastic	Spring Maypole Event	Summer Fete	Sponsored Walk 2024	World Book Day	Party Hire	Garden Club
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50.00

5.00

5.00

15.00

21.50

5.00

45.00

46.00

7.00

12.00

25.00

25.00

25.00

96.35

61.00

89.75

15.00

5.00

486.00

25.00

123.11

18.00

36.00

30.00

25.00

94.48

100.00

5.00

1,453.83

50.00

340.00

6.00

103.00	4,103.04	242.00
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282.00

0.00	214.35	6,219.35	1,159.00	0.00	5.00	478.36
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Projects					Other	
Wreath Making	July 2024 Sports Day	Summer 2024 Disco	KS1 panto KS2 Matilda - Jan 24	Xmas Present - Children	Xmas Presents - Staff	Income from Prior Year

20.00

75.00

262.50

110.00

35.00

35.00

150.00

70.00

140.00

70.00

25.00

140.00

20.00

75.00

65.00

30.00

345.00

30.50

600.00	60.50	410.00	362.50	150.00	20.00	95.00
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Expenses
Donations

Admin/PTA	SumUp and Stripe Card Fees	Grants / Donations - general	Grants / Donations - playground	Grants / Donations - garden	Donation to Hever School/Purchases for School
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(311.94)

(395.00)

(525.00)

951.00

(4,615.66)

(951.00)

(330.00)

(1,377.99)

(857.75)

(200.00)

(956.63)

(903.50)

(720.00)

(115.00)

0.00	0.00	(200.00)	0.00	0.00	(11,108.47)
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Waitrose Green Token/ Bags2School/ Easyfundraising	Second-hand Uniform Sales	Class Fundraisers/ Cake Sales	Bonfire Night	Disco	Race Night	Wonka Bars

(35.00)

(20.20)

(26.08)

(288.34)

(38.83)

(5.74)

(16.97)

(23.21)

(10.00)

(22.72)

(33.84)

(187.96)

(210.00)

(5.00)

(5.00) (140.00)

(10.00)

(112.99) (14.65)

(230.00)

0.00	0.00	(347.47)	(334.62)	(411.83)	(140.00)	(202.61)
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Quiz Night	Christmas Bazaar	Christmas Raffle	Easter Fayre	Stamptastic	Spring Maypole Event	Summer Fete
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(297.07)

(202.73)

(10.34)

(42.00)

(138.00)

(4.99)

(58.75)

(140.00)

(77.00)

(298.31)

(60.00)

(3.98)

(830.00)

(6.00)

(32.67)

(10.53)

(178.46)

(52.97)

(20.00)

(41.77)

(46.82)

(175.49)

(10.00)

(296.00)

(28.75)

(357.67)

(17.88)

(370.42)

(204.99)

(207.88)

(60.00)

(106.03)

(22.00)

(1,463.30)	(510.14)	(42.00)	(201.74)	0.00	(72.97)	(2,119.35)
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Sponsored Walk 2024	World Book Day	Party Hire	Reconciliation
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[illegible]

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Comments

Contra - Hever Christmas Fair money paid into Friends of Hever School account then out to Hever Church

Agreed to invoice - playground - overpaid by £100

Contra - Hever Christmas Fair money paid into Friends of Hever School account then out to Hever Church

Agreed to invoices - theatre trip & Rocks workshop

Agreed to invoice - items for gardening club - polytunnel & shed

Discussed with AF 30/5/25 - Donation to Bore Place

Agreed to invoice

Agreed to invoice - purchase of table tennis

Agreed to invoice - bouncy castle & trips

Discussed with AF 30/5/25 - Fence around kitchen garden

Friends of Hever School - PTA Accounts - Charity No: 287136

Savings Bank Account

For Period: 1st August 2023 - 31st July 2024

Prepared by Amy Fletcher - Treasurer

Statement No	Date	Detail	Interest income on Savings Account	Interest expense on Savings Account	Transfers in from Lloyds account	Transfers out to Lloyds account
1	7/31/2023	Opening balance				
2	8/9/2023	Interest	4.58			
2	9/11/2023	Interest	5.77			
2	9/25/2023	Friends of Hever			1,300.00	
2	9/25/2023	Friends of Hever			128.98	
2	10/9/2023	Friends of Hever			6,250.00	
2	10/9/2023	Interest	6.67			
2	11/6/2023	Friends of Hever			1,000.00	
2	11/9/2023	Interest	15.45			
2	11/30/2023	Friends of Hever				(311.94)
2	11/30/2023	Friends of Hever				(3,661.49)
3	12/7/2023	Friends of Hever			100.00	
3	12/11/2023	Interest	15.28			
3	1/2/2024	Friends of Hever				(79.01)
4	1/9/2024	Interest	11.37			
4	1/15/2025	Friends of Hever				(22.74)
4	1/22/2024	Friends of Hever				(330.00)
4	1/23/2024	Friends of Hever				(375.00)
5	2/8/2024	Friends of Hever			143.00	
5	2/9/2024	Interest	11.62			
5	2/22/2024	Friends of Hever				(857.75)
6	3/11/2024	Interest	10.89			
6	4/9/2024	Interest	9.85			
6	5/9/2024	Interest	10.20			
7	5/20/2024	Friends of Hever				(956.63)
7	5/22/2024	Friends of Hever			403.50	
8	6/6/2024	Friends of Hever			2,015.00	
8	6/10/2024	Interest	10.79			
8	6/17/2024	Friends of Hever				(720.00)
8	6/27/2024	Friends of Hever				(115.00)
8	6/27/2024	Friends of Hever			5,000.00	
9	7/9/2024	Interest	13.07			
10	7/26/2024	Friends of Hever			9,000.00	
			125.54	0.00	25,340.48	(7,429.56)

Agreed to Savings bank statement

Agreed to Savings bank statements and Cashbook

Balance	Comments
6,172.24	
6,176.82	
6,182.59	
7,482.59	
7,611.57	
13,861.57	
13,868.24	
14,868.24	
14,883.69	
14,571.75	
10,910.26	
11,010.26	
11,025.54	
10,946.53	
10,957.90	
10,935.16	
10,605.16	
10,230.16	
10,373.16	
10,384.78	
9,527.03	
9,537.92	
9,547.77	
9,557.97	
8,601.34	
9,004.84	
11,019.84	
11,030.63	
10,310.63	
10,195.63	
15,195.63	
15,208.70	
24,208.70	

Friends of Hever School - PTA Accounts - Charity No: 287136

Income and Expense Account

Income

For Period: 1st August 2023 - 31st July 2024

£

Donations

Grants / Donations - general	11,302.91
Grants / Donations - playground	6,100.00
Grants / Donations - garden	1,300.00
Donation to Hever School/Purchases for School	1,000.00
Waitrose Green Token/ Bags2School/ Easyfundraising	731.85
Second-hand Uniform Sales	209.50
Total	20,644.26

Fund Raising Events

Class Fundraisers/ Cake Sales	1,922.85
Bonfire Night	369.20
Disco	570.00
Race Night	170.00
Wonka Bars	435.00
Quiz Night	1,946.86
Christmas Bazaar	605.10
Christmas Raffle	957.11
Easter Fayre	687.99
Stamptastic	0.00
Spring Maypole Event	214.35
Summer Fete	6,219.35
Sponsored Walk 2024	1,159.00
World Book Day	0.00
Party Hire	5.00
Garden Club	478.36
Wreath Making	600.00
July 2024 Sports Day	60.50
Summer 2024 Disco	410.00
Total	16,810.67

Projects

KS1 panto KS2 Matilda - Jan 24	362.50
Xmas Present - Children	150.00
Xmas Presents - Staff	20.00
Total	532.50

Other

Income/(expenses) from prior year	95.00
Admin/PTA	0.00

SumUp and Stripe Card Fees	0.00
Interest income on Savings Account	125.54
Total	<u>220.54</u>

TOTAL PROFIT/(LOSS)	<u><u>38,207.97</u></u>
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Prepared by:	Independently review
Amy Fletcher	Lisa Cowell
Treasurer	Independent reviewer

Expenses	Total Profit / (Loss)
£	£
(200.00)	11,102.91
0.00	6,100.00
0.00	1,300.00
(11,108.47)	(10,108.47)
0.00	731.85
0.00	209.50
<u>(11,308.47)</u>	<u>9,335.79</u>

(347.47)	1,575.38
(334.62)	34.58
(411.83)	158.17
(140.00)	30.00
(202.61)	232.39
(1,463.30)	483.56
(510.14)	94.96
(42.00)	915.11
(201.74)	486.25
0.00	0.00
(72.97)	141.38
(2,119.35)	4,100.00
0.00	1,159.00
(80.00)	(80.00)
0.00	5.00
0.00	478.36
(240.97)	359.03
(51.54)	8.96
(112.00)	298.00
<u>(6,330.54)</u>	<u>10,480.13</u>

(378.11)	(15.61)
(252.87)	(102.87)
0.00	20.00
<u>(630.98)</u>	<u>(98.48)</u>

(289.46)	(194.46)
(1,487.54)	(1,487.54)

(294.95)	(294.95)
0.00	125.54
<hr/>	<hr/>
(2,071.95)	(1,851.41)
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<hr/>	<hr/>
(20,341.94)	17,866.03
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ed by:

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Friends of Hever School - PTA Accounts - Charity No: 287136

Statement of Funds 2023/24

1st August 2023 - 31st July 2024

Opening balance as at 1 August 2023	£
Lloyds Current Account	5,431.26
Savings Account	6,172.24
	<u>11,603.50</u>

Transfers into Lloyds from Savings	7,429.56
Transfers out of Lloyds to Savings	(25,340.48)

Transfers into Savings from Lloyds	25,340.48
Transfers out of Savings to Lloyds	(7,429.56)

Closing balance as at 31 July 2024	
Lloyds Current Account	5,260.83
Savings Account	24,208.70
	<u>29,469.53</u>

Increase/(Decrease) in Lloyds	(170.43)
Increase/(Decrease) in Savings	18,036.46
Profit/(loss)	<u>17,866.03</u>

Prepared by:
Amy Fletcher
Treasurer

Independently reviewed by:
Lisa Cowell
Independent reviewer

Friends of Hever School - PTA Accounts - Charity No: 287136

Independent examiners review

For Period: 1st August 2023 - 31st July 2024

[Independent examination of charity accounts: Direction and guidance for examiners](#)

Direction 1 Check whether the charity is eligible to have an independent examination.

Check that an audit is not required

Check if subsidiaries or branches have been taken into account

Check if accruals accounts are required

The examiner is able to carry out the examination

Keeping the charity's income under review

Checking for any audit dispensation

If a company, check for the audit exemption statement

Establishing early on that an independent examination can be carried out

Direction 2 Check for any conflict of interest that prevents the examiner from carrying out their independent examination.

Confirm ability, experience and qualification

Check for any involvement in the day to day administration of the charity

The examiner may assist in preparing the accounts

Check for any conflict of interest

Check for any close relationship with the trustees

Direction 3 Record your independent examination.

The working papers that you should have:

1) A communication with the trustees which confirms their appointment as the independent examiner

2) A note that the examiner has the qualification where required (independent examinations where gross income exceeds £250,000) to carry out the examination and, if a member of a professional body, the examiner has met the requirements of any practicing certificate and has maintained their membership and registration

3) Confirmation that the charity is eligible for the independent examination and that that an audit is not required by law, the charity's governing document or for another reason

4) Their analytical review

5) Notes as to how any areas of concern identified have been resolved, including meetings with trustees and charity staff, together with details of any verification procedures used

- 6) Where verification procedures have been used, details of checks or vouching carried out during the examination, the conclusions reached and any areas of concern identified
 - 7) The approved accounts
 - 8) The trustees' annual report. The examiner must note that where accruals accounts are prepared consideration of the trustees' annual report is required by the 2008 Regulations
 - 9) Relevant information that the examiner relied upon and/or considered in carrying out their examination. For example copies of the governing document, trustees' meeting minutes and a record of any discussions with the charity's trustees and the charity's staff
 - 10) Copies of any written assurances that the examiner has required of the trustees confirming amounts included within the accounts
 - 11) The examiner's conclusions about what they have found out during the independent examination that support their report to the trustees
 - 12) Details of any matters identified as matters of material significance the examiner reported to the Commission or any relevant matters that the examiner chose to report to the Commission
- Extra considerations if charging a fee
Consider if there are matters to report directly to the Commission

Direction 4

Plan the independent examination.

In order to plan the specific examination procedures appropriate to the circumstances of the charity, the examiner must review:

- 1) The charity's constitution
- 2) The way the organisation is controlled and managed
- 3) Whether action has been taken on any previous recommendations for improvement
- 4) The accounting records and systems
- 5) The charity's structure, its funds and how fund balances changed in the year
- 6) The charity's activities in the year and spending and the financial risks the charity faces

Direction 5

Check that accounting records are kept to the required standard.

Direction 6

Check that the accounts are consistent with the accounting records.

Direction 7 **The examiner must check that the trustees have considered if there were any related party transactions in the reporting period and check whether the trustees have made the disclosures required by the applicable Statement of Recommended Practice (SORP) in the notes to the accounts.**

Trustees preparing receipts and payment accounts are not legally required to include in the accounts a note disclosing related party transactions. If the trustees have added such a note to the accounts then it forms a part of the accounts and the examiner is recommended to consider the note if its contents are relevant to any concerns that they have identified when making their report.

Direction 8 **Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts.**

1) Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts.

2) Check the reasonableness of any significant estimates or judgments that have been made in preparing the accounts

[Guidance on the form and content of receipts and payments accounts](#)

Action to take if concerns are identified with the accounts

Direction 9 **The examiner must check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period**

The examiner must consider whether the trustees have assessed what invoices, bills and commitments remain outstanding at the end of the reporting period and whether the trustees have identified if they can settle these as and when they fall due.

Direction 10 **Check the form and content of the accounts.**

Where receipts and payments accounts have been prepared check that the charity can lawfully prepare such accounts, that all the accounting statements are present and that the funds of the charity are correctly identified

Direction 11 **Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence.**

For receipts and payments accounts the analytical review involves comparing the analysis of the cash received and the cash spent in the current year with the previous year to identify any significant changes from year to year.

Direction 12 **Compare the trustees' annual report with the accounts.**

The examiner must compare any narrative information or figures in the trustees' annual report with the accounts in order to identify any material inconsistency between the trustees' annual report and the accounts.

Direction 13 Write and sign the independent examination report.

Independently reviewed by:

Lisa Cowell

Independent reviewer

Independent reviewer comments

Done - no audit required

N/A

N/A

Done - yes Lisa Cowell can perform independent review

Done

N/A

N/A

Done - yes

Agreed

None

Examiner assisted for 2023/24 - and meets requirements of guidance in 2.6 and 2.7

None present

None

Email from Will Cowell

Noted - Lisa Cowell - ACCA 0713550

Confirmed - within eligible limits

Received

None

Checked to bank statements &
converstation with Amy Fletcher

Approved

Received - cash basis used

Charity commission docs downloaded,
discussion with Amy Fletcher 30/5/25.
Seen an example of minutes - dated
25/09/23

None

No issues noted - all balances traced
from bank statements

None noted

Not necessary

None

On charity commission website
Meet approx 2 - 3 times a year and
regular contact.

No one reviewed in prior years as Amy
Fletcher confirmed gross income was
not greater than £25,000 in discussion
on 30/05/25

Download from banking app csv to excel

Income increased significantly due to
fundraising for playground. All balances
traced back to bank statements.

No significant risks noted, spend money
only when sufficient has been raised for
projects etc.

Agreed

Agreed

N/A - accruals accounting not used

Cash basis used - no significant estimates and judgements

See above

No concerns identified

Agreed - no issues noted - discussion with Amy Fletcher 30/5/25

Agreed - no issues noted - discussion with Amy Fletcher 30/5/25

Agreed - charity is a non-co charity with gross income of less than £250,000

Agreed - cash book fully traced to bank statements, 3 invoices sampled, 1 overpaid by £100. A further 3 invoices sampled and agreed to invoices.
Discussion with Amy Fletcher 30/5/25

No issues noted

Completed - 30/5/25

Independent examiner's report to the trustees of Friends of Hever School

I report to the trustees on my examination of the accounts of the Friends of Hever School (the Trust) for the year ended 31 July 2024.

Responsibilities and basis of report

As the charity trustees of the Trust 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 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.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Signed:

Name: Lisa Cowell

Relevant professional qualification or membership of professional bodies (if any): ACCA

Address: Chippens Bank Cottage, Chippens Lane, Hever, Kent, TN8 7ES

Date: 31 May 2025