



Accounts for the year ended 31<sup>st</sup> July 2023

## **GARDEN FIELDS SCHOOL ASSOCIATION**

**ACCOUNTS FOR THE 12 MONTHS ENDED  
31<sup>st</sup> JULY 2023**

**REGISTERED CHARITY No. 287318**



Accounts for the year ended 31<sup>st</sup> July 2023

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## Officers & Advisers

Management Committee:

G. Gunbey – Chair

K. Grewal – Treasurer

J. Davda – Secretary

Bankers:

Metro Bank (St Albans Branch)

Independent examiner:

Caroline Milnes



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## **Report of the Trustees of Garden Fields School Association**

The Trustees submit their annual report and the financial statements for the 12 months ended 31<sup>st</sup> July 2023.

### ACTIVITIES AND OBJECTS

The principal activity of the Association is to raise funds for the benefit of the school through social events. Further details of our constitution and management are contained in the charity's trust deed (the "constitution")

### RESULTS FOR THE YEAR

The income and expenditure for the year are detailed on the Receipts and Payments Account on page 9. The resources of the Association and their disposition are set out on the Statement of Assets and Liabilities on page 10. The Trustees consider the result to be satisfactory.

### PLANS FOR FUTURE PERIODS

We have agreed to continue with the class allocations and support year group workshops. There are ongoing discussions around supporting reception outdoor area redesign and improving the sound equipment in the main hall.

### TRUSTEES

The Association is administered by the Committee, who may be contacted via the school.

The Trustees who held office during the year were:

G. Gunbey - Chairperson

K. Grewal - Treasurer

J. Davda - Secretary

C. Smith

E. Pearson

### **Resignations**

K. Jess

K. Higman

K. Lazok-Toth

J. Scanlan

K. Hermon

A. Farrugia (Head Teacher) permanent

Office holders are appointed annually through an open vote at the AGM, volunteers must be nominated and seconded. New committee members will also be appointed at the AGM but we also accept joiners throughout the year. Those joining mid-year will be formally appointed at the next AGM.



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### GOVERNING DOCUMENT

We have adopted the PTA-UK Model Constitution which defines the objects of the Association and the regulations around achieving those objects. It outlines the way in which the Committee is elected, conduct meetings, the decision making process and record keeping requirements.

### TRUSTEES RESPONSIBILITIES

The charity's trustees are responsible for preparing a receipts and payments account and a statement of assets and liabilities for each financial year that properly represent the charity's receipts and payments during the year and its assets and liabilities at the end of the year. In preparing those statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which enable them to ensure that the receipts and payments account and statement of assets and liabilities comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### INDEPENDENT EXAMINER

Caroline Milnes was elected to independently review the accounts.

### ACTIVITIES AND ACHIEVEMENTS

In recent years the committee has decided to concentrate on running a limited number of events that are proven to be popular and successful. We also have run a similar number of social events for parents and children to help create a friendly school community.

We try to ensure that all committee members, parent and teacher volunteers give their time free of charge, often they will donate other resources as well. The funds we raise are generated with the minimum possible cost to maximise the amount that can be donated to the school.

We try to ensure that all funds raised are spent while the children of the donors are still attending the school.

We are totally dependent and endlessly grateful to all who give their time, help, energy and money in the achievement of these aims.

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By order of the Trustees

I declare in my capacity as charity trustee that:

- the trustees have approved the report above; and
- have authorised me to sign it on their behalf.



Gillian Gunbey (Chairperson)

Date: 20.05.2024



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### **Independent Examiner's Report to the Trustees of the Garden Fields School Association**

I have examined the receipts and payments account and statements of assets and liabilities on pages 9 to 13 that have been prepared following the accounting policies set out on page 11.

#### **RESPONSIBILITIES AND BASIS OF REPORT**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **INDEPENDANT EXAMINER'S STATEMENT**

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which not a matter considered as part of an independent examination.

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 financial statements to be reached.

Caroline Milnes

Dated: 20.05.2024

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**Receipts and Payments Account**

**Garden Fields School Association**

**For the year ended 31 July 2023**

| <b>Account</b>                                   | <b>2023</b>   | <b>2022</b>   |
|--------------------------------------------------|---------------|---------------|
| Sales & other revenue                            | 39,886        | 25,759        |
| <b>Total receipts</b>                            | <b>39,886</b> | <b>25,759</b> |
| <b>Cost of sales &amp; payments</b>              |               |               |
| Direct Expenses                                  | 19,874        | 7,125         |
| <b>Total cost of sales &amp; payments</b>        | <b>19,874</b> | <b>7,125</b>  |
| <b>Gross receipts for the year</b>               | <b>20,012</b> | <b>18,635</b> |
| <b>Administrative costs &amp; payments</b>       |               |               |
| Donations to GFS                                 | 16,344        | 19,383        |
| General Expenses                                 | 746.38        | 481.21        |
| Insurance                                        | 140           | 128           |
| Postage, Freight & Courier                       | 0             | 26            |
| Subscriptions                                    | 42            | 72            |
| <b>Total administrative costs &amp; payments</b> | <b>17,272</b> | <b>20,090</b> |
| <b>Net movement in funds</b>                     | <b>2,739</b>  | <b>-1,456</b> |

All receipts and payments are for general purposes and there are no restricted or endowment funds.  
The notes on pages 10 to 12 form part of these accounts



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**Statement of Assets and Liabilities**

**Garden Fields School Association**

**As at 31 July 2022**

| <b>Account</b>                               | <b>2023</b>   | <b>2022</b>   |
|----------------------------------------------|---------------|---------------|
| <b>Current Assets</b>                        |               |               |
| <b>Cash at bank and in hand</b>              |               |               |
| Garden Fields School Association             | 56,890        | 54,151        |
| <b>Total Cash at bank and in hand</b>        | <b>56,890</b> | <b>54,151</b> |
| <b>Total Current Assets</b>                  | <b>56,890</b> | <b>54,151</b> |
| <b>Net Current Assets (Liabilities)</b>      | <b>56,890</b> | <b>54,151</b> |
| <b>Total Assets less Current Liabilities</b> | <b>56,890</b> | <b>54,151</b> |
| <b>Net Assets</b>                            | <b>56,890</b> | <b>54,151</b> |
| <b>Capital and Reserves</b>                  |               |               |
| Current Year Earnings                        | 2,739         | - 1,456       |
| Retained Earnings                            | 54,151        | 55,607        |
| <b>Total Capital and Reserves</b>            | <b>56,890</b> | <b>54,151</b> |

The notes on pages 10 to 12 form part of these accounts.

Approved by the Board of Trustees on 20<sup>th</sup> May 2024 and signed on its behalf by:



Gillian Gunbey (Chairperson)

Date: 20.05.2024

## Notes to the Accounts

### 1. STATUS

The association is a charity registered on 23 June 1983, number 287318, and constituted by Deed of Trust dated 8 December 1977.

### 2. ACCOUNTING POLICIES

#### 2.1 Basis of preparation and assessment of going concern

The accounts have been prepared on the receipt and payments basis.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved applying 'Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019' rather than the version of the Statement of Recommended Practice referred to in the regulation but which has since been withdrawn.

The charity constitutes a public benefit entity.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### 2.2 Funds

Unrestricted funds represent funds received that can be applied at the Trustees' discretion within the general objects of the charity. Restricted funds represent funds received that are required to be applied in accordance with the wishes of the donor.

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### 3. PROCEEDS FROM MAJOR EVENTS

| Activity             | Gross receipts | Expenses        | Net receipts |
|----------------------|----------------|-----------------|--------------|
| Admin                | 0              | (1,415)         | (1,415)      |
| Amazon Donation      | 414            | 0               | 414          |
| Christmas Activities | 19,291         | (11,064)        | 8,228        |
| Disco                | 3,333          | (1,167)         | 2,166        |
| Donations            | 523            | 0               | 523          |
| Easy Fundraising     | 712            | 0               | 712          |
| Father's Day         | 2,451          | (1,555)         | 896          |
| GFS Donations        | 0              | (16,344)        | (16,344)     |
| Misc                 | 2,537          | (1,469)         | 1,067        |
| Mother's Day         | 2,341          | (1,270)         | 1,071        |
| Quiz Night           | 977            | (372)           | 605          |
| School Lottery       | 923            | 0               | 923          |
| Summer Fair          | 5,171          | (2,490)         | 2,681        |
| Textile Recycling    | 260            | 0               | 260          |
| Uniform Sales        | 952            | 0               | 952          |
| <b>Total 2022/23</b> | <b>39,885</b>  | <b>(37,146)</b> | <b>2,739</b> |

| Activity              | Gross receipts | Expenses        | Net receipts   |
|-----------------------|----------------|-----------------|----------------|
| Admin                 |                | (611)           | (611)          |
| Amazon Donation       | 313            |                 | 313            |
| Christmas Activities  | 6,202          | (1,617)         | 4,585          |
| Disco                 | 1,285          | (314)           | 971            |
| Donations             | 370            |                 | 370            |
| Easter Activities     |                | (23)            | (23)           |
| Easy Fundraising      | 754            |                 | 754            |
| Equipment Hire Income | 100            |                 | 100            |
| Father's Day          | 2,302          | (1,875)         | 426            |
| GFS Donations         | 0              | (17,883)        | (17,883)       |
| Halloween Activities  | 728            | (163)           | 564            |
| Misc                  | 2,084          | (25)            | 2,059          |
| Mother's Day          | 2,134          | (1,532)         | 602            |
| School Lottery        | 1,407          | (20)            | 1,387          |
| Summer Fair           | 7,156          | (1,651)         | 5,505          |
| Textile Recycling     | 165            |                 | 165            |
| Uniform Sales         | 761            |                 | 761            |
| Year 6 Leavers        |                | (1,500)         | (1,500)        |
| <b>Total 2021/22</b>  | <b>25,759</b>  | <b>(27,215)</b> | <b>(1,456)</b> |



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4. SCHOOL DONATIONS

We agreed to fund a yurt for the school with part payment in the year end 31 July 2023 with larger payments occurring in the following year.

**For year  
ended 31 July  
2023**

|                        |               |
|------------------------|---------------|
| Class Allocations      | 4,459         |
| Yurt                   | 11,180        |
| Kindles                | 705           |
| <b>Total Donations</b> | <b>16,344</b> |

5. RELATED PARTY TRANSACTIONS

There have been no related party transactions in the reporting period.