



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year

Section A Reference and administration details

Charity name

St James's Parents & Friends Association

Other names charity is known by

n/a

Registered charity number (if any)

288358

Charity's principal address

280 Stanley Road

Twickenham

Postcode

TW2 5NP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Nicola Cameron	Chair		PFA
2	Mrs Laura Roe	Chair		PFA
3	Mrs Rachel Phillips	Treasurer		PFA
4	Mr Ciaran Beatty			PFA
5				
6				
7				
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10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Chartered Accountant	Dave E Glynne	85b High St, Whitton TW2 7LD

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 05.10.1983
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Proposed and elected members at PFA AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the education of the pupils of St James's school by providing, or assisting with the provision of, facilities for education at the school.

Organise fundraising events throughout the school year to raise funds for the school while providing a range of social events for parents, friends, families and neighbours of the school. Invitation to many of these events is extended beyond the school community to the local area and are advertised in the local Catholic Church newsletters.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Main fundraising events during the year were - Fireworks evening Christmas fair, Quiz night, Race night, Donate for digital fund raising and coffee mornings.

Expenditure made was on school purchases including maths equipment and resources, Reading resources, Science funding, music equipment and Year 6 leaver bibles – Total £20k.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves are held for anticipated future expenditure. At the end of the reported year the bank reserves were £48,335

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Rachel Phillips	
Treasurer	



CHARITY COMMISSION
FOR ENGLAND AND WALES

St James's Parents and Friends Association

288358

CC16a

Receipts and payments accounts

For the period
from

01/09/2019

To

31/08/2020

Section A Receipts and payments

Unrestricted
funds
to the nearest
£

Restricted
funds
to the nearest £

Endowment
funds
to the nearest £

Total funds
to the nearest £

Last year
to the nearest £

A1 Receipts

Fund raising	21,828	-	-	21,828	36,629
Donate for digital lottery	6,624	-	-	6,624	7,427
Bank interest	-	-	-	-	2,980
Donations	500	-	-	500	275
Other receipts	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	28,952	-	-	28,952	47,311

A2 Asset and investment sales, (see table).

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total receipts	28,952	-	-	28,952	47,311
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A3 Payments

School purchases	16,024	-	-	16,024	43,489
School pantomime	-	-	-	-	1,599
125th school anniversary celebration	-	-	-	-	4,862
Subscription	122	-	-	122	117
Staff and pupil gifts	767	-	-	767	459
Professional fees	250	-	-	250	125
Bank Charges	1,696	-	-	1,696	-
Year 6 disco/yearbook	499	-	-	499	1,357
KS1 Christmas party	495	-	-	495	-
Other payments	237	-	-	237	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	20,090	-	-	20,090	52,008

A4 Asset and investment purchases, (see table)

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total payments	20,090	-	-	20,090	52,008
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Net of receipts/(payments)	8,862	-	-	8,862	- 4,697
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A5 Transfers between funds

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A6 Cash funds last year end

	39,473	-	-	39,473	44,171
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Cash funds this year end	48,335	-	-	48,335	39,474
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Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank - current	43,625	-	-
	Cash at bank - donate for digital	4,710	-	-
		-	-	-
	Total cash funds	48,335	-	-

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Rachel Phillips	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
St James's Parents & Friends Association

On accounts for the year
ended

31/08/2020

Charity no
(if any)

288358

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2020.

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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

15-01-2021

Name:

David Glynne

Relevant professional
qualification(s) or body
(if any):

Chartered Association of Certified Accountants (ACCA)

Address:

5 Pennington Street, Liverpool, L4 5QD