

**Christ the Saviour CE Primary School PTA**

(registered charity number in England and Wales 289889)

**Financial statements for the year ended 31 August 2023**

Registered address:

Christ the Saviour CE Primary School

The Grove

Ealing

London

W5 5DX

### Annual Report for the year ended 31 August 2023

**Registered charity number in England and Wales: 289889**

The Charities registered name is Christ the Saviour Church of England (CE) Primary School Parent Teachers Association (PTA). It is also referred to as Christ the Saviour PTA or CTS PTA.

#### **Background:**

Christ the Saviour PTA is a charity that works in the London Borough of Ealing, England. It partners teaching staff and parents with the aim of raising funds for Christ the Saviour CE Primary school. The school is a Christian faith school providing education to children in the local area. The age range of the children who attend the school is from 3 years old for those who attend the nursery, up to the age of 11 in year 6. The school is based on two sites in central Ealing. The Grove site is used by those children in Nursery up to year 2 and the Broadway site is used for years 3 to 6.

The parents and teachers work together to organise a number of social and fund-raising events over the course of the academic school year from early September through to mid-July. Events are typically organised for children and parents. The charity uses the funds raised from these events to make donations to the school. The school then uses these funds to purchase additional equipment to help enrich the education of the children who attend the school.

Donations to the school are approved at the Annual General Meeting (AGM) which all school parents and teachers can attend. Where it is not possible to approve a donation to the school at the AGM, approval is sought from parents who have children attending the school.

#### **Purpose:**

The purpose of the charity is to advance the education of children at Christ the Saviour CE Primary School by developing effective relationships between the staff, parents and others associated with the school. This is done by engaging in activities or providing facilities or equipment which support the school and advance the education of pupils.

#### **Activities:**

The charity organises social events and fundraising activities. The PTA was able to deliver a full calendar of fundraising activities in the financial year despite adverse socio-economic conditions such as increased inflation and cost of living crisis. The PTA were mindful of this when organising the activities. The largest event was the annual summer fair which took place in July 2023. It is attended by children, parents, teachers, friends and family from the school. The fair has a wide range of stalls that provide fun activities and also sells food, drink, and donated goods to raise funds. The fair aims to incorporate the diverse background and cultures of pupils who attend the school with a variety of stalls being run by parents reflecting this. In the year ended 31 August 2023, the summer fair raised £12,064 (2022: £12,907) which also included sponsorship of the event by a local Ealing based estate agent.

### **Annual Report for the year ended 31 August 2023 (continued)**

#### **Activities (continued):**

The Christingle Fair was the second largest fund raising event of the year. This generated a profit of £8,564 (2022: £8,627), and was well attended by parents and children who attend the school. This event took place in December 2022, and is well-loved.

A lot of the small events were carried out this as per last financial year with a new management team. Due to the success of the discos in previous year and quick sell-out, more of these events were held in this financial year and contributed £3,310 profit (2022: £4,254).

Whilst the events had similar takings as last year, inflationary pressures has meant that the expenditure has increased across all or most of the events, reducing profit.

Regular events such second hand uniform sales and non-uniform days continue to provide a steady flow of donations, through the year.

During the year, there were no specific large items that the charity was involved with funding. Instead, the teachers at the school identified smaller items which the charity agreed to fund at the AGM that took place on 4 October 2022.

The charity considers the public benefit of the activities it undertakes. The main beneficiaries of the charities work are the children in the local community who attend the school. The charity also works with local businesses by partnering with them through sponsorship of events, and the donation of gifts that are used to organise raffles. The charity also considers the children at the school and their backgrounds. It makes contributions to a hardship fund that is maintained by the school. The hardship fund helps children from families that may be experiencing financial difficulties to help them pay for school uniforms and other items that they need to attend the school.

Many of the activities are performed by volunteers. These are generally parents of the children who attend the school and teachers. They volunteer their time to help run events and donate goods and services to the charity. Teachers volunteer their time to help staff events where there are a large number of children in attendance. This ensures events run smoothly and there are sufficiently experienced qualified individuals to look after the children.



## **Annual Report for the year ended 31 August 2023 (continued)**

### **Achievements:**

The charity did not set itself a fund-raising target for the year ended 31 August 2023 given the new management team, economic uncertainty, inflation and cost of living crisis. The charity raised £38,138 (2022 £53,288) over the financial year, holding a full calendar of events.

The financial year ended 31 August 2023 was a year of learning and settling for the new management team and stability was created through holding similar events as prior year, especially the successful ones. The new Co-Chair persons for this year were guided by previous Co-chair to ensure a smooth transition.

The Committee operated throughout the financial year by meeting typically informally on an ad hoc basis during term time to discuss events and other key matters. This was done through in person meetings and sometimes virtually through the use of Zoom calls to discuss fundraising events and how the PTA can support CTS school.

### **Donations to the school:**

The charity made a donation to the school of £50,000 (2022: £23,000) during the financial year. This donation was approved at the AGM that took place on 4 October 2022. This donation is recognised in the accounts for the year ended 31 August 2023 being the period in which it was approved by the AGM. The donation was to be used by the school to purchase equipment for use by the pupils. Included in this amount was a £5,000 donation to the hardship fund operated by the school.

### **Governance:**

The charity uses a constitution as the basis of its governance. The constitution was last updated on 11 October 2017. The constitution requires the charity to be managed by a committee of at least 2 members. The committee is formed of parents of the children who attend the school and is elected at an Annual General Meeting. All parents of children at the school and teachers are able to attend the AGM and due notice is given of the date of the meeting. Parents can nominate themselves to join the Committee. A shortlist of candidates is made available at the AGM. For a parent to be elected onto the Committee, they are required to be nominated by another individual at the meeting itself and then seconded by a separate person.

The new Committee that was elected on 4 October 2022 to oversee the charity during the financial year ended 31 August 2023 was as follows:

<b>Name</b>	<b>Position</b>
Veronica Bowker	Co-Chair
Viola Gruda	Co-Chair
Jihan Sharma	Treasurer
Helen Haynes	Committee Member
Laura Cross	Committee Member
Veebha Wiggan	Committee Member
Hannah Walton	Committee Member
Katie Hargreaves	Committee Member

Apple Fiel	Committee Member
Donna Elsey	Committee Member

The position of Chair of the Committee was shared over the course of the year ended 31 August 2023. The AGM also acts as a forum for the parents and teachers to approve the annual accounts. These are presented along with a financial review setting out the performance of the charity over the year.

## Annual Report for the year ended 31 August 2023 (continued)

### Financial Review:

Gross Income for the 12 months ended 31st August 2023 was £50,973 which was £13,608 lower than the prior year (2022: £64,581). The reduction is attributed to wider economic conditions, higher cost of living, coupled with inflation which impacted the cost of goods for events. The PTA also had lower parent donations and sponsored events which made a significant contribution last financial year (2023: £571, 2022: £7,037). Net profit for the period was £38,138 which was a £15,150 decrease on last year (2022: £53,288).

The Summer Fair has historically been the largest contributor to income for the PTA and this event made a profit of £12,064 (2022: £12,907). The Christingle fair was also an event that contributed significantly to the profit the PTA recognised for the year. This generated a profit of £8,564 (2022: £8,627)

Non-Uniform days at the school were also a success during the year raising £2,309 (2022: £2,526). The PTA also sought to help families of the school out by receiving donations of second hand uniform from parents. This is then resold at a discounted price to reduce the cost of children's clothing and the proceeds of this resulted in the PTA recognising a profit of £1,397 (2022: 2,698).

The balance sheet as at 31 August 2023 was made up predominantly of the charities cash held at bank. Due to the school holiday period in August 2023, there is limited activity towards the year end date. As at the 31 August, the Charity had net assets of £43,599 (2022: £55,461). The net assets of the Charity reflect the amount that the Charity could pay to the school as a donation.

The Charity keeps a reserve amount in its bank account to help fund events. A donation was approved to be made to the school of £50,000 at the AGM on 4 October 2022. This total included a £5,000 contribution to the hardship fund which was also approved at the same meeting.

Subsequent to the year end, the AGM held on 4 October 2023 approved a donation to the school of £38,000. This included a £3,000 donation to the school's hardship fund. The net assets and cash balance of £43,599 at the end of the financial year were more than sufficient to cover the donations made to the school post the year end. The payment will be reflected in the financial year ended 31 August 2024.

On the basis that the net asset value after the donations above remained positive and the discretionary nature of donations made by the charity, the Committee considers that the Charity will continue as a going concern for a period of at least the next 12 months. The Charity does not have any staff costs or contracted expenditure that would create any additional future liabilities. The charity expects to generate lower income levels in the year ended 2024 as the macroeconomic environment continues to deteriorate and people have less disposable income to spend at fundraising events.



## Annual Report for the year ended 31 August 2023 (continued)

### Financial Review (continued):

The Charity has a number of sources of funds with a reliance upon income raised by fund raising events. It works in partnership with local businesses to secure sponsorship of certain events. It also generates income from donations and reclaims Gift Aid on these donations where possible. The Charity is not reliant upon single large donors and can operate fund raising events independently.

### Events after the balance sheet date:

An AGM was held on 4 October 2023. At the meeting, a donation was approved to be made to the school of £38,000. This included a donation of £3,000 to the hardship fund which was also approved at the same meeting. These donations are not reflected in the accounts for the year ended 31 August 2023.

At the AGM on the 4 October 2023, changes to the Committee was elected to manage the charity over the financial year ended 31 August 2023. The individuals elected and the positions they are taking up are set out below:

Name	Position
Veronica Bowker	Co-Chair
Katie Hargreaves	Co-Chair
Jihan Sharma	Treasurer
Laura Cross	Committee Member
Veebha Wiggins	Committee Member
Hannah Walton	Committee Member
Nigel Houghton	Committee Member
Apple Fiel	Committee Member
Viols Gruda	Committee Member
Joanna Bartocha	Committee Member
Donna Elsey	Committee Member

The charity has been able to recommence fundraising events in accordance with government guidance during the financial year ending 31 August 2024. The charity has minimal contractual outgoings and sufficient reserves to cover them for the foreseeable future. The charity expects to continue as a going concern and the accounts are prepared on this basis.

Signed:

Name: K HARGREAVES

Date: 07/06/2024

### Independent examiners report on the accounts

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

The charity's committee are responsible for the preparation of the accounts. The charity's committee consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

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, and
- to state whether particular matters have come to my attention

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

My examination was carried out in accordance with general Directions given by 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 and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 is not a matter considered as part of an independent examination.

I 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: Tamsin Newman Date: 7<sup>th</sup> JUNE 2024

Name: TAMSIU NEWMAN Address: 44 CLOVELLY ROAD  
WS SHE

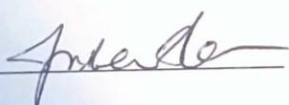


Statement of Financial Activities for Christ the Saviour CE Primary School PTA for  
the year ended 31 August 2023

	Note	Year ended 31 August 2023	Year ended 31 August 2022
<u>Incoming Resources</u>		£	£
Voluntary Income and Donations		0	1,443
Fund raising events	2	50,913	63,133
Interest income		60	5
<b>Total incoming resources</b>		<b><u>50,973</u></b>	<b><u>64,581</u></b>
<u>Resources Expended</u>			
Fund raising costs	2	(12,611)	(10,928)
Other expenses		(224)	(365)
<b>Total resources expended</b>		<b><u>(12,835)</u></b>	<b><u>(11,293)</u></b>
 <b>Net income resources before donations to the school</b>		<b><u>38,138</u></b>	<b><u>53,288</u></b>
 Donations to the school	3	<u>(50,000)</u>	<u>(23,000)</u>
COVID-19 donations	3	<u>-</u>	<u>-</u>
 <b>Net Incoming resources</b>		<b><u>(11,862)</u></b>	<b><u>30,288</u></b>
 Total funds brought forward		<b>55,461</b>	<b>25,173</b>
Net incoming resources		(11,862)	30,288
<b>Total funds carried forward</b>		<b><u>43,599</u></b>	<b><u>55,461</u></b>

**Statement of assets and liabilities for Christ the Saviour CE Primary School PTA for the year ended**  
**31 August 2023**

<u>Assets</u>	<u>Note</u>	<u>31 August 2023</u> £	<u>31 August 2022</u> £
Cash at bank		35,209	3,711
Cash deposits at bank		8,390	51,007
Debtors	4	0	743
<b>Total assets</b>		<b><u>43,599</u></b>	<b><u>55,461</u></b>
 <u>Liabilities</u>	 5	 -	 -
 <u>Net Assets</u>		 <b><u>43,599</u></b>	 <b><u>55,461</u></b>
 <u>Capital Accounts</u>			
Retained earnings		43,599	55,461
<b>Total capital</b>		<b><u>43,599</u></b>	<b><u>55,461</u></b>

Signed: 

Date: 07/06/2024

Jihan Sharma - Treasurer

## **Notes to the accounts**

### **Note 1 – Accounting policies**

The charity generates income through fund raising events. These are targeted at the children and parents of the school with teacher support. The charity will spend money to host these events and purchase stock to sell at them. The events are hosted by members of the PTA Committee, teachers and parents of the school who give their time free of charge to assist.

#### ***Basis of accounting:***

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts 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) issued on 16 July 2014 and with the Charities Act 2011.

There have been no changes to accounting policies or material errors identified in the accounting period.

#### ***Going concern:***

The accounts have been prepared on a going concern basis. The charity's expenditure is on fund raising events and it has minimal ongoing obligations or expenditure requirements. As such, the PTA Committee who oversee the charity are of the view that the charity has sufficient resources to meet its obligations for the next 12 months and will continue to operate as a going concern.

#### ***Income***

Income is received by the charity from a number of sources which include:

- organising fund raising and sponsored events;
- receiving donations from parents and other sources;
- earning interest on its cash deposits.

Income is recognised in the statement of financial activity when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Interest income is recognised in the statement of financial activity when it is received.



## **Notes to the accounts (continued)**

### **Note 1 – Accounting policies (continued)**

#### ***Income (continued)***

Income from fund raising events is recognised at the point in time at which the event takes place.

Gift Aid receivable is included within income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered part of that gift and is treated as an addition to the initial donation unless the donor or the terms of the appeal have specified otherwise.

The charity did not receive any grants during the period (2022: nil).

Donated goods and services received (included those for resale) are not included in the statement of financial activities due to the impractical nature of measuring them. Cash donations are recognised at the value of the cash received.

Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the statement of financial activity as incoming resources when receivable. Goods donated which have a value of less than £1,000 are not recognised on the balance sheet. The Trustees assess any gifts donated over the value of £1,000 to determine whether the asset should be capitalised on balance sheet.

Gifts in kind for use by the charity are included in the statement of financial activity as income from donations when receivable.

Sponsorship income is recognised in the statement of financial activity when the event has taken place and the obligation giving rise to the terms and conditions of the agreement have been met.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

#### ***Expenditure***

Expenditure is recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Fund raising costs represent the costs associated with hosting events organised by the charity and attended by parents, teachers, children, friends and family from the school. They are accrued as and when the legal or constructive obligation to make a payment arises.

Other expenses represent costs incurred by the charity that are not linked to fund raising activity. They include bank charges, miscellaneous charges and membership fees to Parentkind, a national UK PTA association.

## **Notes to the accounts (continued)**

### **Note 1 – Accounting policies (continued)**

#### ***Expenditure (continued)***

Donations made by the charity to the school are recognised in the financial year in which an obligation to make a payment by the charity to the school arises. This is typically when they are approved at the annual general meeting (AGM) or have been approved by parents from the school who are entitled to vote at an AGM.

#### ***Assets***

The charity does not have any fixed assets. Fixed assets are recognised when they have an initial value of £1,000 or more and the capitalisation of them is considered appropriate by the trustees.

Debtors are measured on initial recognition at the settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

The Charity has cash at bank and cash deposits with a maturity date of less than one year. They are held for investment purposes and to meet short term cash commitments as they fall due.

#### ***Liabilities***

The charity has minimal liabilities as at the balance sheet date. This is due to the charity paying for most of the services that it received up front. Also, the charity operates around the school year and there are minimal events organised or in place around the month of August due to school holidays.

#### ***Capital accounts***

Capital accounts represent retained earnings for the charity. All funds are restricted in that they can only be used under the terms of the memorandum and articles of the charity, to make donations to the Christ the Saviour CE primary school.

#### ***Employees***

The charity does not have any employees.

## Notes to the accounts (continued)

### Note 2 – Fund raising events income and expenditure

Fund Raising Event	Year ended 2023		Year ended 2022	
	Income (£)	Expenditure (£)	Income (£)	Expenditure (£)
Ealing Half Marathon	0	0	2,122	0
Teddy Bears Picnic	511	0	642	(68)
Second Hand Uniform	1,397	0	2,698	0
Fireworks craft event	430	(13)	912	(205)
Quiz Night (November)	1,660	(954)	1,805	(676)
Bingo	0	0	658	0
Christmas Cards	814	0	1,348	(41)
Santa Letters	651	0	669	(19)
Elfridges Stall	4,445	(1,866)	3,604	(1,738)
Santa Dash	951	(350)	1,842	(184)
Christmas raffle	0	0	0	0
Donuts sale	0	0	940	(325)
Christingle fair	11,423	(2,859)	10,473	(1,847)
Sweet sale	581	0	416	(156)
Give as you live / Mini mile	571	0	15	0
Year 3 Christmas card sale	0	0	116	0
Bingo - Feb	0	0	216	0
Bingo - March	0	0	0	0
Pilates and Yoga	0	0	134	0
Ecokids	172	0	325	0
Cake Sales	0	0	1,145	0
Summer stalls - ice creams	0	0	0	0
Grove Discos	1,994.3	(11.5)	1,362	(30)
Pancake stall	225	(40)	231	0
World book day stall	101	0	525	0
COVID-19 Fundraising appeal	0	0	0	0
Mothers day flowers	19	0	697	(453)
Easter stall	299	(54)	329	(91)
Bingo - June	0	0	130	0
Quiz Night (May) Donation as cancelled event	400	0	1,793	(458)
Book sale	199	0	409	0
Broadway Disco	3,573	(1,580)	3,851	(928)
Silver trail	0	0	2,644	(55)
Water bottles	0	0	6	0
Summer Fair	16,033	(3,968)	16,498	(3,591)
Summer term raffle	0	0	0	0
Sponsored event	0	0	0	0
Diamond Jubilee	992	(15)	356	(49)



## **Notes to the accounts (continued)**

### **Note 2 – Fund raising events income and expenditure**

London to Brighton sponsored bike ride	0	0	868	0
Non-uniform day	2,309	0	2,526	0
Amazon Smile Scheme	60	0	68	0
Fathers day stall	0	0	500	(16)
Year 6 production stall	533	0	169	0
Gift Aid	29	0	94	0
MacMillan coffee morning	260	(259)	0	0
CTS Canvas bags with logo	30	(642)	0	0
Valentines day stall	256	0	0	0
	<b>50,913</b>	<b>(12,611)</b>	<b>63,133</b>	<b>(10,928)</b>

The table above sets out the income and expenditure for each of the fundraising events held over the course of the financial year.

### **Note 3 – Donations to the school**

The charity made donations to the school of £50,000 (2022: £23,000) during the financial year which was approved at the AGM that took place on 4 October 2022. This donation is recognised in the accounts for the year ended 31 August 2023 being the period in which it was approved by the AGM. Included in this amount was a £5,000 (2022: £2,000) donation to the hardship fund operated by the school.

An AGM was held on 4 October 2023. At the meeting, a donation was approved to be made to the school of £38,000. This included a donation of £3,000 to the hardship fund which was also approved at the same meeting. These donations are not reflected in the accounts for the year ended 31 August 2023 as no obligation to make the donation arose in the financial year.

### **Note 4 – Debtors**

There were no debtors at year end (2022: £743). Prior year debtors related to proceeds from a second-hand uniform sale held in late August 2022, not held until October in 2023

### **Note 5 – Liabilities**

There were no outstanding liabilities at the balance sheet date.