



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	September	2023		31	August	2024

Section A Reference and administration details

Charity name St Stephens School Parent Teacher and Friends Association

Other names charity is known by St Stephens School PTFA

Registered charity number (if any) 290342

Charity's principal address St Stephens Primary Church School

Richmond Place

Bath

Postcode

BA1 5PZ

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	Louise Flynn	Trustee		
2	Holly Jenner	Chair	30.09.23 – 31.08.24	
3	Elizabeth Rees	Treasurer		
4	Krena Patel	Chair	01.09.23 – 30.09.23	
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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

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)	Trust deed
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by committee

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 pupils at St Stephens School Bath

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)

Organise Christmas and Summer Fairs for the school community.

Organise various other fundraising events during the year, such as bedtime stories.

Run other fundraising campaigns, such as Grow50! And the Bath Half Marathon team.

Funding spent on items requested by the school, including school hall renovation, subsidising residential trips and year 6 leaving week celebrations.

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

We raised a significant amount of money this year due to running a new campaign for the renovation of the school hall. We saw huge support from the school community for the events we organised, including Grow50! And the team running the Bath Half marathon.

As a result, the school managed to complete the hall renovation over the Summer thanks to the funds raised by the PTFA.

Section E Financial review

Brief statement of the charity's policy on reserves

Minimum reserves £2k held in bank account at all times

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)	EREES	HJENNER
Full name(s)	Elizabeth Rees	Holly Jenner
Position (eg Secretary, Chair, etc)	Treasurer	Chair
Date	30.04.25	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
St Stephens School Parent Teacher and Friends Associa	

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Receipts and payments accounts

For the period from	Period start date 1st Sep 2023	To	Period end date 31st Aug 2024
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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					
Receipts from organised events / initiatives	33,021	-	-	33,021	14,447
Donations and other receipts	25,400	-	-	25,400	3,801
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	58,421	-	-	58,421	18,248
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	58,421	-	-	58,421	18,248
A3 Payments					
Payments for organised events / initiatives	443	-	-	443	631
Agreed contributions to the school	2,782	-	-	2,782	29,056
Other payments	293	-	-	293	19
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	3,518	-	-	3,518	29,706
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	3,518	-	-	3,518	29,706
Net of receipts/(payments)	54,903	-	-	54,903	- 11,458
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	54,903	-	-	54,903	- 11,458

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	Bank account	67,095	-	-
		-	-	-
		-	-	-
	Total cash funds	67,095	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	EREES	Liz Rees	30.04.25	



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Report to the trustees/ members of	Charity Name St Stephens School Parent Teacher and Friends Association		
	On accounts for the year ended	31 August 2024	Charity no (if any) 290342
Set out on pages	21 to 24. (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 / 2022.

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.

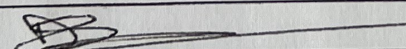
**Independent
examiner's statement**

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:** 26/5/25

Name: DEREC STENNER

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

Address: RADWICK HOUSE,
COLLIERS LANE
BATH BA1 8AY