

Trustees' Annual Report for the period								
From		Period start date			To		Period end date	
		01	09	2022			31	08

Section A Reference and administration details

Charity name	HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION
Other names charity is known by	HOLLYMOUNT PTA
Registered charity number (if any)	290402
Charity's principal address	HOLLYMOUNT SCHOOL CAMBRIDGE ROAD WEST WIMBLEDON Postcode SW20 0SQ

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)
Joseph Croft	Hollymount Head Teacher	Appointed 13 January 2023	Hollymount School PTA
Mabel Sanderson	Chair	Resigned 13 January 2023	Hollymount School PTA
Caroline Hamilton	Vice Chair		Hollymount School PTA
Anna Westcott	Co-Treasurer		Hollymount School PTA
Kellie Herman	Co-Treasurer/ Chair	Appointed Chair from 13 January 2023	Hollymount School PTA
Malcolm Millar	Co-Treasurer		Hollymount School PTA
Natalie Suski	Secretary		Hollymount School PTA

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

Name	Dates acted if not for whole year
As above	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	Natwest Bank	16 Wimbledon Hill Road, London SW19 7NN
Independent Examiner	Joanne Moore	84a Melbury Gardens, London SW20 0DN

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)	Hollymount PTA has adopted the Parentkind Model Constitution as approved by the Charities Commission
How the charity is constituted (eg. trust, association, company)	Association consisting of parents/guardians/carers of pupils and teachers
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed by members annually at the Annual General Meeting. Trustees may be co-opted by agreement with the trustees.

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.

<p>Hollymount PTA is comprised of parents, guardians and carers of pupils, as well as teachers of Hollymount Primary School.</p> <p>All trustees and members of the association give their time voluntarily and receive no remuneration or other benefits.</p> <p>The Association is registered with Parentkind, membership number 14582.</p> <p>Our main fundraisers, the Winter and Summer fairs, are open to the school and the wider community.</p>

Section C Objectives and activities

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

The objective of Hollymount PTA is to advance the education of pupils in the school:

- By developing effective relationships among the staff, parents/carers and others associated with the school
- By engaging in activities or providing facilities or equipment which support the school and advance the education of pupils

In setting our objectives and planning our activities for the year the trustees have given careful consideration to the Charity Commission's

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)

<p>guidance on public benefit to ensure that the activities have helped to achieve the charity's purposes and provide a benefit to the beneficiaries.</p> <p>The focus of our activities is solely the advancement and well-being of the pupils and their education.</p>
<p>The main activities of the Association are fundraising in line with our objectives and sponsorship of various school activities/equipment for the benefit of the pupils' education.</p> <p>Our main income-generating events were:</p> <ul style="list-style-type: none"> • Fundraising events raised a surplus of £23,008, with the largest individual events being the Summer and Winter fairs, which raised a total of £14,173. • Sponsorship and Gift Aid raised £7,399. • Matched funding received from volunteers' employers totalled £940. • Grants received totalled £1,100. • Commissions received of £933 included amounts raised via Amazon Smile and Easy Fundraising. <p>Total donations to Hollymount School were £47,919, the largest individual components of which were:</p> <ul style="list-style-type: none"> • Deposit for playground redevelopment: £23,572 • Cycle pods in playground: £8,563 • Playground sports equipment: £2,151 • Parent Fund donations passed to the school: £10,013 <p>In addition to general fund-raising, cake sales raised £4,377 for specific years.</p> <p>Total receipts for the year, less expenses and donations, amounted to a deficit of £4,486</p>

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.

We are continually grateful for the time the volunteers have spent in helping to achieve the Association's objectives. Without this valuable contribution of time, energy and expertise we would not have been able to implement various projects that enrich the pupils' education, experience and enjoyment at Hollymount.

Summary of the main achievements of the charity during the year

School Year 2022/23

Throughout the year, each year held a cake sale to raise funds to be spend on their specific classes.

Autumn Term

We held our Winter Fair in December, with the main event being a ticketed bird show.

Spring Term

We held a successful quiz night at the school.

Summer Term

We held our Summer Fair in July and supplemented the income though a raffle and external sponsorship. We also sold ice lollies each week after school.

These fundraising activities and the brought-forward surplus allowed us to make the donations set out on page 3

Section E

Financial review

Brief statement of the charity's policy on reserves

At the 2022/23 financial year end, the cash balance was £59,203, which consisted of a balance of £63,689 from the previous year end less the net deficit for the year of £4,486.

Most of the remaining surplus will be spent on the outstanding costs of the playground redevelopment project, with sufficient reserves being retained to cover expenses and expected donations.

Details of any funds materially in deficit

n/a

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.

All our fundraising activities are aimed at solely providing resources, activities and equipment to support the education of pupils and enrich their school lives.

Our main fundraisers, being the winter and summer fairs, are well attended and strongly supported by parents, pupils and teachers alike, as well as the wider community.

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)	Kellie Herman	Janine Forbes
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	[]	

HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION

(Registered Charity No. 290402)

ANNUAL ACCOUNTS

FOR THE YEAR ENDED 31 AUGUST 2023

**HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION
SUMMARY OF RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2023**

	Notes	YEAR END 31/08/2023 £	YEAR END 31/08/2022 £
RECEIPTS - Unrestricted Funds			
Fundraising Events	2	36,227	53,775
Fundraising by Year Groups	3	5,550	3,575
Other Fundraising	4	933	1,316
Interest Received		396	7
Gift Aid		1,697	3,521
Grants Received	5	1,100	1,215
Match Funding	6	940	414
Parent Donations	7	10,405	15,357
Sponsorship	8	5,702	8,800
Total Receipts		62,949	87,980
PAYMENTS - Unrestricted Funds			
Fundraising Events	2	(13,595)	(12,367)
Donations to Hollymount School	9	(47,919)	(45,334)
Donations to Hollymount Year Groups	3	(5,457)	(2,489)
Sundry Expenses	10	(972)	(2,971)
Total Payments		(67,944)	(63,161)
Net of Receipts/(Payments)		(4,994)	24,820
Cash Funds from previous year end		63,689	38,869
Cash Funds this year end		58,695	63,689

**HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION
STATEMENT OF ASSETS AND LIABILITIES
AS AT YEAR ENDED 31 AUGUST 2022**

	YEAR END 31/08/2023 £	YEAR END 31/08/2022 £
CASH FUNDS		
Natwest - Current Account	1,436	46,323
Natwest - Savings Account	47,262	4,938
Natwest - Parent Fund Account	2,870	10,686
PayPal	6,888	1,503
Cash in Hand	240	240
Total Cash Funds	58,695	63,690
 Represented by:		
Balance at the beginning of the year	63,690	38,869
Net movement in funds	(4,995)	24,820
Balance at end of period	58,695	63,690

**HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION
NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2023**

1 Accounting Policy

a) Basis of preparation

These accounts have been prepared in accordance with the cash basis accounting.

			YEAR END 31/08/2023	YEAR END 31/08/2022
	Receipts	Payments	Surplus	Surplus
	£	£	£	£
2 Fundraising Events				
Summer Fair	12,126	(3,633)	8,493	7,773
Winter Fair	11,040	(5,359)	5,681	8,200
Birthday Bookplates	-	(25)	(25)	70
Christmas Cards	-	-	-	909
Christmas Trees	1,580	(1,607)	(27)	813
Cinema nights	899	(179)	720	858
Everest climb	-	-	-	6,252
Half Marathon	5,385	(374)	5,011	10,201
Home Clothes Day	-	-	-	730
Ice Cream Sales	1,722	(914)	808	2,571
Other	65	-	65	25
Pumpkin Carving Contest	-	-	-	70
Quiz Night, including raffle	2,965	(1,504)	1,461	2,446
Second Hand Uniform Sales	446	-	446	193
Spooky Trail	-	-	-	374
T-Shirts	-	-	-	(77)
	36,227	(13,595)	22,632	41,409

**HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION
NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2023**

			YEAR END 31/08/2023 £	YEAR END 31/08/2022 £
3 Fundraising by Year Groups				
	Receipts £	Donations £	Surplus/ (Deficit) £	Surplus/ (Deficit) £
All other year groups	4,377	(4,575)	(198)	1,411
Year 6 activities	1,173	(883)	290	(325)
	5,550	(5,457)	92	1,086

a) All year groups' donations represent classroom resources purchased.

b) Year group fundraising consists of receipts from individual year group class cake sales. These amounts are ringfenced for allocation to individual year groups for class resources and/or activities.

c) Any surplus amounts that are unspent at the end of the financial year are carried forward to the next year, thereby following the relevant classes.

4 Other Fundraising

Commission from Easyfundraising	426	852
Commission from Amazon Smile	507	464
	933	1,316

**HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION
NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2022**

	YEAR END 31/08/2023 £	YEAR END 31/08/2022 £
5 Grants Received		
Other grants	-	1,000
Co-Op Local Community Fund	1,100	215
	1,100	1,215
6 Match Funding		
Localgiving	279	214
Match funding from parent's employers	661	200
	940	414
7 Parent Donations		
Parent Fund	10,095	13,035
Other donations	310	2,322
	10,405	15,357
8 Sponsorship		
Sponsorship of fairs	4,402	8,500
Sponsorship of half marathon	1,000	-
Sponsorship of quiz	300	300
	5,702	8,800

**HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION
NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2023**

	YEAR END 31/08/2023 £	YEAR END 31/08/2022 £
9 Donations to Hollymount School		
Class Parties	-	(66)
Class & Staff Presents	(781)	(956)
Computing equipment	-	(18,928)
Fans	-	(623)
IT upgrades (i)	-	2,196
Parent Fund	(10,013)	(11,745)
Phonics books	(1,574)	(12,733)
Playground redevelopment - deposit	(23,572)	-
Playground - cycle pods	(8,563)	-
Playground - sports equipment	(2,151)	-
Small hall upgrading	(659)	(1,056)
Star Readers Tea Party (ii)	(102)	144
Subscriptions	(336)	(1,084)
Sundry	-	(285)
Weekly mile run costs	(168)	(198)
	(47,919)	(45,334)


(i) The credit in 2021/22 represents an adjustment to the prior-year donation.

(ii) The surplus of donations versus spending was rolled forward to the next year

**HOLLYMOUNT PRIMARY SCHOOL PARENT/TEACHER ASSOCIATION
NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2023**

	YEAR END 31/08/2023 £	YEAR END 31/08/2022 £
10 Sundry Expenses		
Accounting fees	(151)	(144)
Donation to UNICEF (Ukraine)	-	(955)
Donation to Don's Trust food bank	-	(362)
Equipment purchases	(62)	(481)
Local Giving Annual Membership	(96)	(96)
Raffle licence	-	(21)
Parent Fund - Localgiving processing fees	(428)	(763)
PTA UK Annual Membership	(140)	(128)
Sundry	(95)	(20)
	(972)	(2,971)

These accounts are signed on behalf of the Board of Trustees by:



PTA Chair

Date: 04/06/24.



PTA Treasurer

04/06/24.

INDEPENDENT EXAMINER'S REPORT

FOR: Hollymount Primary School Parent Teacher Association

PERIOD: on the accounts for the year ended 31st August 2023.

The charity's trustees consider that an audit is not required for the year in question (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is required as gross income for the financial year in question exceed £25,000.

It is therefore my responsibility to

- examine the accounts – (under section 43 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 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 matter has come to my attention other than that disclosed below

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

There are no matters of concern to disclosure in my examination of the Hollymount Primary School Parent Teachers Association set of accounts ending 31st August 2023.

All invoices and support documentation and reconciliation of the bank statements with notes of immaterial differences were evident.

Examiner: Joanne Moore

Relevant professional qualification: Member of the Chartered Institute of Management Accountants

Address: 84A Melbury Gardens, London SW20 0DN

J. Moore
24/2/2024.