

Charity Registration No. 295212

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION

Annual report and unaudited financial statements

For the year ended 31 August 2025

**SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
LEGAL AND ADMINISTRATIVE INFORMATION**

Committee Members

Kath Hauge
Amanda Raven
Clara Nelson
Laura Fleming
Katie Simm
Pauline Matthews
Caroline Hinds
Anoushka Asthana
Charlene White
Tom Holmes
Maria O'Brien

Charity number

295212

Principal address

Sheen Mount Primary School
West Temple Sheen
East Sheen London SW14 7RT

Independent examiner

Gail Ledger

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION

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TRUSTEES' ANNUAL REPORT

1. Sheen Mount Primary School Parent Staff Association (PSA)

The PSA is a charity, which is run by a committee elected each year at the Annual General Meeting (AGM).

The priorities of the PSA each year are driven by the objectives and needs of the school. Fundraising is important, but equally important is the PSA's role in bringing together the wider school community. The key objectives can be summarized as:

- To advance the education and development of the pupils at Sheen Mount Primary School by providing and assisting in the provision of facilities for education and development not required to be provided (nor funded) by the local education authority
- To foster, assist and develop the community in and around the school, enhancing communications within and between students, parents/guardians, school staff, the Board of Governors and external organizations who work with the school and its students.

Overview

2. For the financial year ending August 2025, the PSA and the school set up a central fundraising project called Project Outdoor. The aim was to raise funds to upgrade the school playgrounds and to cover the annual costs the PSA supports the school with for classroom resources and gardening. The fundraising target was £85,000 for Project Outdoor, plus £17,000 for agreed annual costs, giving a total target of £102,000.
3. We chose to invest in a more sustainable approach to second hand uniform sales. A group of volunteers wanted to create a more consistent shop, so £4,440 was spent on building a shop shed. Sales during the year totalled £2,269. We expect to break even next year, with ongoing profits after that. The shop has been a welcomed addition to the school.
4. 2024/25 was a very strong fundraising year for the PSA. Alongside the usual events such as the Reception Parents Party, Christmas Fair, Christmas Trees and Cards, Quiz Evening, Summer Fair and Disco, we also ran additional events to support Project Outdoor. These included a sponsored cycle ride from Land's End to Sheen Mount for parents and a sponsored bounce for the children during school hours. We also hosted a new community event, a Halloween Trail and held another Dinner Dance Fundraiser in the winter term and spring terms respectively. In total, these events raised £133,605.64 after expenses. In addition we received £12,086.39 in Gift Aid for the Bike Ride and Children's Bounce but we also paid a Charity donation of £12,531.16. Net Profit for events were £133,160.87
5. We continue to benefit from a strong network of parents and carers who volunteer their time to help run events and support the PSA committee throughout the school year.

What we have funded

6. At the start of the year, the school provides the PSA with a wish list of items and activities it would like support with. Further requests are made during the year as needs are identified.
7. During 2024/25 the PSA supported the school with £26,940. £15,565.74 went towards school resources, including classroom budgets, curriculum items, books, water bottles and house coloured T shirts for Reception children. We spent £4,990 on improving the school WiFi. A further £5,244 was used to improve the forest walk and garden areas. During Odd Job Days, £668.20 was allocated for materials to improve the school grounds and restore the outdoor classroom. We also contributed £475 to an air con unit and built the uniform shed for £4,440. As part of Project Outdoor, £12,950 was spent on an outdoor gym, with a further £76,611 committed for playground works taking place in 2025/26, total committed spend of £89,564. The final quote for the ball court works was £4,564 higher than expected which we have accounted for and within the agreed spend thresholds. Total expenditure £120,944.

8. Financial Review

The PSA ends the year in a very strong reserves position, with current assets of £179,031 and reserves of £88,585. Accruals of £89,931.73 are held on the balance sheet related to expenditure agreed on the Playground project plus accounting fees of £790, invoiced in 2025/26.

PSA Reserves Policy

The PSA has a reserve policy, which requires that a minimum of £20,000 be held in an instantly accessible bank account at all times. This is confirmed during the financial section of every PSA meeting, as well as being verified by the independent accountant at time of account preparation.

Structure, governance and management

The Association was established by a charitable trust deed on 24 April 1986 and amended on 30 October 1996. The Association's constitution was revised in January 2015.

All of the trustees are members of the Committee. No beneficial interest was received by any of the trustees during the year. All Trustees are updated on public benefit guidance issued by the Charity Commission.

The Committee members who served during the year

Tom Holmes (appointed January 2023)
Maria O'Brien (appointed January 2023)
Clara Nelson (appointed September 2024)
Kathryn Hague (appointed September 2024)
Laura Fleming (appointed September 2023)
Pauline Espinosa (appointed September 2024)
Caroline Hinds (appointed September 2024)
Katie Simm (appointed September 2023)
Amanda Raven (appointed September 2023)
Anoushka Asthana (appointed September 2024)
Charlene White (appointed September 2023)

Recruitment and appointment of trustees

Committee members are elected on an annual basis from members of the Parent Staff Association (the parents and guardians of children attending Sheen Mount Primary School and the teachers, staff and Governors working at the school).

Committee members are elected for a two-year term.

Where decisions need to be made at PSA meetings, such decisions are agreed by a show of hands. Each PSA member in attendance has one vote each.

The Committee report was approved by the Board of Committee Members.

Tom Holmes

Trustee

Dated:

 26/3/26

Maria O'Brien

Trustee

Dated:

 26.3.26

STATEMENT OF COMMITTEE RESPONSIBILITIES

The Committee members are responsible for preparing the Committee Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Committee members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the incoming resources and application of resources of the Association for that year.

In preparing these financial statements, the Committee members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Committee members are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Association and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
INDEPENDENT EXAMINERS REPORT

TO THE COMMITTEE MEMBERS OF SHEEN MOUNT PRIMARY SCHOOL
PARENT STAFF ASSOCIATION

I report to the Committee members on my examination of the financial statements of Sheen Mount Primary School
Parent Staff Association (the Association) for the year ended 31st August 2025

Responsibilities and basis of report

As the Committee members of the Association you are responsible for the preparation of the Financial Statements in
Annual report and unaudited financial statements for the year ended 31 August 2025.

For the year ended 31 August 2025

I report in respect of my examination of the Associations 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
given under section 145(5)(b) of the 2011 Act.

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 Association 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 is 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.

Gail Ledger
F.C.C.A

Dated:

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
For the year ended 31 August 2025

	Notes	Unrestricted funds £	Restricted funds £	Total 2025	Total 2024 £
Income and endowments from:					
Donations	2	1,851	-	1,851	2,616
Fund raising activities	3	177,598	-	177,598	70,606
Investments	4	125	-	125	-
Total income		179,574	-	179,574	73,222
Expenditure on:					
Raising funds	3	(47,980)	-	(47,980)	(21,053)
Charitable activities	5/6	(121,337)	-	(121,337)	(159,126)
Total resources expended		(169,317)		(169,317)	(180,179)
Net income for the year		-	-	10,257	(106,957)
Fund balances at 1 September 2024		-	-	78,328	185,285
		-	-	88,585	78,328

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
STATEMENT OF FINANCIAL POSITION
As at 31 August 2025

	Notes	2025 £	2024 £
Current Assets			
Trade and other receivables	9	7,596	3,148
Cash at bank and in hand		171,435	137,467
		<u>179,031</u>	<u>140,615</u>
For the year ended 31 August 2023			
Current Liabilities	10	90,446	62,287
Net current assets		<u>88,585</u>	<u>78,328</u>
Income funds			
Restricted funds		-	-
Unrestricted funds	11	88,585	78,328
		<u>88,585</u>	<u>78,328</u>

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 August 2025

1 Accounting policies Charity information

Sheen Mount Primary School Parent Staff Association is an unincorporated charity. The registered office is Sheen Mount Primary School, West Temple Sheen, East Sheen London SW14 7RT.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Association's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)' (as amended for accounting periods commencing from 1 January 2016). The Association is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Association. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Going concern

At the time of approving the financial statements, the Committee members have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. Thus the Committee members continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Committee members in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Cash donations are recognised on receipt. Other donations are recognised once the Association has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Resources expended

Resources expended are recognised in the year that they are incurred and they are classified under headings that aggregate all costs related to the category. Resources expended include attributable VAT which cannot be recovered.

Costs of generating funds includes all expenditure directly related to the fundraising activities. Charitable expenditure includes all expenditure directly related to the objectives of the charity.

Governance costs includes all expenditure relating to constitutional and statutory requirements of the charity and includes administration costs and any costs associated with the strategic management of the charity's activities.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 August 2025

1 Accounting policies (Continued)

Financial instruments

The Association has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the association's Balance Sheet when the association becomes party
For the year ended 31 August 2025

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including amortisation costs and are subsequently carried at amortised cost using the effective interest method unless the management constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at the market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including trade and other payables are initially recognised at transaction price unless the management constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less.

2 Donations

	2025 £	2024 £
Donations and gifts	<u>1,851</u>	<u>2,616</u>

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 August 2025

3. Fundraising activities

	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Fundraising events	177,598	-	177,598	70,606
Fundraising activities	177,598	-	177,598	70,606

Unrestricted funds	Income £	Expenses £	2025 Net £	2024 Net £
Club lotto	815	200	615	2,070
Class Kitty	1,458	859	599	16
Uniform sale	2,279	-	2,279	2,269
Group cycle ride	67,993	13,525	54,468	8
Quiz evening	4,508	1,108	3,400	3,356
Summer fair	17,001	3,363	13,638	11,659
Christmas fair, trees & cards	19,669	4,312	15,357	19,924
Miscellaneous	-	-	-	(169)
Disco	1,825	242	1,583	1,951
Project Cluck	-	1,747	(1,747)	2,501
Reception & year 1 drinks	576	21	555	598
Summer party	10,679	5,502	5,177	5,112
Winter party	31,196	16,442	14,754	-
Halloween trail	1,358	184	1,174	-
Bounce	16,882	-	16,882	-
Golf day	1,134	475	659	-
One off fund raisers	224	-	224	258
	177,598	47,980	129,618	49,553

4. Investments

	2025 £	2024 £
Interest receivable	125	-

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 August 2025

5. Charitable activities

	Donations £	Other £	2025 £	2024 £
Astro turf	-	-	-	121,306
Project outdoors	89,561	-	89,561	-
Smartboards	-	-	-	19,152
Classroom Kit	5,285	-	5,285	4,200
Colour team shirts	-	-	-	467
Library & Library Cloud	4,188	-	4,188	-
Forest School & General Outdoors	5,244	-	5,244	4,781
Wifi	4,990	-	4,990	-
Air Conditioning Units	475	-	475	-
Water bottles	-	-	-	233
Focus weeks	3,000	-	3,000	2,000
Reception decorating & resources	1,080	-	1,080	2,758
Maths resources	-	-	-	829
Residential trips	-	-	-	720
Platinum mug contribution	-	-	-	692
Uniform shed	4,440	-	4,440	-
Miscellaneous	934	-	934	467
	119,197		119,197	157,605
Share of support costs (see note 6)			790	771
Share of governance costs (see note 6)			1,350	750
Unrestricted funds			121,337	159,126
Unrestricted funds			121,337	159,126

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 August 2025

6. Support costs

			2025	2024
	Support costs	Governance costs	£	£
Insurance	-	162	162	153
Sundry expenses	-	1,188	1,188	618
Accountancy	790	-	790	750
	<u>790</u>	<u>1,350</u>	<u>2,140</u>	<u>1,521</u>
Analysed between				
Charitable activities	<u>790</u>	<u>1,350</u>	<u>2,140</u>	<u>1,521</u>

7. Committee Members

None of the Committee members (or any person connected with them) received any remuneration.

	2025	2024
8. Employees	<u>-</u>	<u>-</u>

	2025	2024
	£	£
9. Prepayments and accrued income	<u>7,596</u>	<u>3,148</u>

	2025	2024
	£	£
10. Accruals and deferred income	<u>90,446</u>	<u>62,287</u>

SHEEN MOUNT PRIMARY SCHOOL PARENT STAFF ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31 August 2025

11. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31st August 2025 are represented by:	88,585	-	88,585
Annual report and unaudited financial statements For the year ended 31 August 2025			
	<u>88,585</u>	<u>-</u>	<u>88,585</u>

12. Related party transactions

There were no disclosable related party transactions during the year (2024- none).

