

File

Chesham Grammar School Parent Teacher Association

Charity Number 295740

Trustees' Annual Report and Accounts

For the period ended 31 July 2023

Principal Address:

Chesham Grammar School
White Hill
Chesham
Bucks
HP5 1BA

Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Trustee' Report

Structure, Governance, and Management

Chesham Grammar School Parent Teacher Association is a registered charity that operates on behalf of parents and guardians of pupils enrolled at Chesham Grammar School, together with its teachers.

Charity Trustees

Miss Annmarie McNaney	President
Mrs Prunella Murray	Joint Chair
Mrs Caroline Doughty Smith (until 8 th March 2023)	Joint Chair
Mr Sandip Patel (until 28 th February 2024)	Co-Treasurer
Mrs. Caroline Bryant (appointed 8 th March 2023)	Co-Treasurer
Mrs Natasha von Geldern	Secretary

Trustee's Annual report

The Trustees of Chesham Grammar School Parent Teacher Association present their report together with the Independently Examined accounts of the charity for the ten month period ended 31 July 2023 (see note 1.3 for further details on the change of accounting reference date).

Constitution and Objects

The objects of the Charity are set out in the constitution adopted November 1986 (amended on November 1999 and December 2014) and are to advance the education of the pupils at the school by providing and assisting in the provision of facilities for education at the school not normally provided by the local authority.

New Trustees may be appointed by a resolution of the Trustees. New trustees are inducted into the workings of the charity and its relationship to the school.

Public Benefit

In accordance with the above objectives, and with due regard to the published Charity Commission guidance on the operation of the Public Benefit requirement of the Charities Act 2011, the Trustees have undertaken appropriate activities in furtherance of those aims for the public benefit.

Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Main Activities

The Association continues to provide support in accordance with its objects. The main activities in the period were the planning, organisation, and running of voluntary fund-raising events. These included a Comedy night, Christmas Fair and raffles. All the events were staffed by volunteers upon whom the Association relies entirely to run the events successfully.

The Association also runs a Shop-Smart Voucher scheme, earning income from supermarket discounts. It also has a Shop-Smart Christmas Club scheme, which collects payments through the year and reimburses, via supermarket vouchers, in November.

Cash donations from students' parents are collected and passed to the school's development fund. This scheme has largely been transferred to the school and is anticipated to conclude soon once the last remaining donors are transferred over.

The trustees administer the funds directly and all the income received during the period was unrestricted. The trustees are pleased to report net incoming resources of £46,470 for the ten month period before Charitable Expenditure to the school (12 m/e 30 September 2022: £40,362). The increase reflects the increasing return to "normal" post covid with the return of events such as the quiz night and the comedy night.

After discussion the Trustees have decided to designate some of the funds for specific purposes. £10,849 of the total donations declared in this period of £40,000 have been also used towards the refurbishment of the last two unrenovated sets of students toilets (in addition to the £29,000 donated last year), with the balance earmarked for the new artificial pitch project.

Reserves Policy

The Trustees have established a policy whereby the unrestricted funds not committed are sufficient to meet all donation commitments of which the trustees are aware.

The Trustees Declare That They Have Approved the Trustees' Report Above



Miss Annmarie McNaney President

22.5.24

Date

Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Annual Accounts for The Period Ended 31 July 2023

Statement of Financial Activities	Note	10 m/e 31/07/2023	12 m/e 30/09/2022
		Unrestricted Funds	Unrestricted Funds
Incoming resources			
Income from:			
Donations		£706	£1,357
Charitable Fundraising Events	2	£38,168	£30,152
Shop-Smart Voucher Scheme		£7,180	£8,776
Other		£416	£77
Total incoming resources		£46,470	£40,362
Resources expended			
Expenditure on raising funds:			
Charitable Fundraising Events	2	£8,469	£11,447
PTA UK membership		£140	£128
Bank Fees		£85	£174
Miscellaneous		£121	£92
Expenditure on charitable activities:			
Donations to School	4	£40,000	£29,000
Total resources expended		£48,815	£40,841
Net income/(expenditure)		£(2,345)	£(479)
Total funds brought forward		£12,355	£12,834
Total funds carried forward		£10,010	£12,355

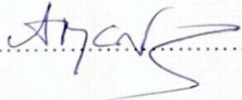
Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Balance sheet

	Note	10 m/e 31/07/2023	12 m/e 30/09/2022
Current Assets			
Stocks		£100	£100
Debtors	5	£567	£2,345
Cash at bank and in hand		£36,333	£40,610
Total current assets		£36,831	£43,055
Creditors amounts falling due within one year	6	£26,990	£30,700
Total Net Assets		£10,010	£12,355
Funds of charity			
Unrestricted funds		£10,010	£12,355
Total funds		£10,010	£12,355

Signed by Miss Annmarie McNaney President on behalf of all the trustees

.......... Date ..22.11.24.....

Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Notes to the accounts

Note 1 Basis of preparation

1.1 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 note(s) to these accounts. 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)
- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011

1.2 Accounting Policies

INCOME

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

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.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SORP).

Tax reclaims on donations and gifts

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

Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Volunteer help

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

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable, and the amount receivable can be measured reliably.

EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised where 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.

Governance and support costs

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

ASSETS

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost.

Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the period end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Stocks and work in progress

Stocks held for sale as part of non-charitable trade are measured at the lower of cost or net realisable value.

1.3 Change of accounting reference date

Accounts for this Association have previously been prepared with an accounting reference date of 30 September. These accounts are for the 10 months ended 31 July 2023, with future accounts also to be prepared to 31 July. The change of reporting period is to align with the academic year. As a result of this change, the comparative amounts presented in these accounts are not entirely comparable.

Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Note 2 Analysis of Charitable Fundraising Events

Event	2023 Incoming	2023 Expended	2023 Net	2022 Incoming	2022 Expended	2022 Net
Comedy night	£10,144	£2,974	£7,170			
Christmas Fair	£5,543	£688	£4,855	£6,179	£560	£5,619
Quiz night	£5,636	£1,935	£3,701			
Colour Run	£1,573	£1,043	£530			
Mufti Day	£1,568		£1,568	£517		£517
Bags2School	£535		£535	£400		£400
Donut Sale	£1,565	£934	£631			
Lottery	£3,422		£3,422	£3,806		£3,806
SmileAmazon	£736		£736	£580		£580
Easyfundraising	£509		£509	£806		£806
Prize draws	£5,191	£350	£4,841	£6,037		£6,037
Discos	£1,745	£545	£1,200	£1,258	£673	£585
75 th events				£10,569	£10,214	£355
Total Fundraising Events	£38,168	£8,469	£29,699	£30,152	£11,447	£18,705

Note 3 Details of certain items of expenditure

3.1 Trustee expenses

None of the trustees received expenses during the period but some were reimbursed for bona fide direct costs relating to arranging fundraising events.

3.2 Fees for examination or audit of the accounts

Amount paid for any statutory external scrutiny of accounts and other services provided by independent examiner or auditor: £none (2022: £none).

Note 4 Donations to Chesham Grammar School

Contribution to renovations of students toilets
Pitch to Play project

10 m/e 31/07/2023	12 m/e 30/09/2022
£10,849	£29,000
£29,151	
£40,000	£29,000

10 m/e 31/07/2023	12 m/e 30/09/2022
----------------------	----------------------

Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Note 5 Debtors and Prepayments

Shop-Smart debtors	£567	£1,030
Prepayment	£0	£415
Other debtors	£0	£900
Total	£567	£2,345

Note 6 Creditors and accruals

	10 m/e 31/07/2023	12 m/e 30/09/2022
Donations payable to Chesham Grammar School	£25,000	£29,000
Shop-Smart creditors	£730	£0
Deferred income: Shop-Smart Christmas Club	£1,260	£1,590
Other deferred income	£0	£110
Total	£26,990	£30,700

Note 7 Transactions with related parties

The Association is connected to Chesham Grammar School and has transactions with the School. This PTA generates most of its income from fundraising activities that take place on school premises for which it does not incur a charge.

Chesham Grammar School Parent Teacher Association

Period Ended 31 July 2023

Independent Examiner's Report to the Trustees of Chesham Grammar School Parent Teacher Association

I report to the trustees on my examination of the accounts of the Chesham Grammar School Parent Teacher Association for the period ended 31 July 2023.

Responsibilities and basis of report

As the charity trustees of the Association 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 Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records.

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 accounts to be reached.

Signed: *Alex Crompton*

Name: Alex Crompton

Address: Dell Cottage, Chartridge, Bucks, HP5 2TS

Date: *22 May 2024*