



Trustees' Annual Report for the period

		Period start date			Period end date		
		01	08	2019			
From				To	31	07	2020

Section A Reference and administration details

Charity name

Pate's Grammar School Parent's Association

Other names charity is known by

PGSPA

Registered charity number (if any)

298307

Charity's principal address

Pate's Grammar School

Princess Elizabeth Way

Cheltenham

Postcode

GL51 0HG

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	Anna Macey-Michael	Chair		
2	Bronwyn Syiek	Secretary		
3	Malgorzata Kula	Treasurer		
4	Anne Daly	Vice Chair		
5	Alex Collishaw			
6	Eleanor Fea			
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant (Bursar)	Stephen Locke	Pate's Grammar School, Pricess Elizabeth Way, Cheltenham, GL51 0HG

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)

Constitution adopted 2/11/11

How the charity is constituted
(eg. trust, association, company)

Association

Trustee selection methods
(eg. appointed by, elected by)

Elected by the 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.

The Trustees are named and elected members of the committee.

The committee works closely with the Bursar and Head of the school to ensure that activities and expenditure are always in the best interest of the students.

Section C Objectives and activities

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

To advance the education of the pupils of the school by providing and assisting in the provision of facilities of education at the school.

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)

The main donations to school during the year were for:

Upgrading computers in one of the IT classrooms – £14,000

Planners for every pupil - £2,223

Purchase new English and Geography textbooks for students- £12,000

Water dispenser station & field boot brushes - £3,000

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The main event of the year was the Spring Fair which raised more than £9,500 for the school.

Refreshments and bar sales at school events also continued to be very successful raising more than £8,600 as well as providing a service to the school. Raffles at these events raised a further £2,474.

Our annual Christmas Bazaar organised by the Parent's Association raised over £3,800. The very popular annual quiz night made £1168.

The 100 club continues to be a great source of income bringing in over £5000 this year.

Sales of second hand uniform is still very popular and raised £1,219 during the year.

Section E Financial review

Brief statement of the charity's policy on reserves

We aim to spend the funds raised as quickly as possible in order to benefit the current children but always keep £3000 in the Charity account and £2500 in the 100 club account in reserve.

Details of any funds materially in deficit

None

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.

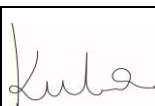
Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Malgorzata Kula

Position (eg Secretary, Chair, etc)

Treasurer

Date

24.10.2020

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 JULY 2020

Independent Examiner's Report to the Trustees of Pate's Grammar School Parents Association

I report on the financial statements of the charity for the year ended 31 July 2020

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ('the Act'). The charity's trustees 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 applicable Directions given by the Charity Commission (under section 145(5)(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 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 the 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 accounts to be reached.



Stephen Locke - Bursar – Pate's Grammar School

26 September 2020