



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	08	2021		31	07	2022

Section A Reference and administration details

Charity name PATE'S GRAMMAR SCHOOL PARENTS' 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	Fiona Crouch	Chair		
2	Elizabeth Flackett	Vice-Chair		
3	Louise Hutchinson	Secretary		
4	Malgorzata Kula	Treasurer		
5	Emma Smith			
6	Eleanor Fee			
7	Emma Brazier			
8	Ping Thomas			
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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
Accountant (Bursar)	Stephen Locke	Pate's Grammar School, Princess 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 2/11/2011

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 the Head of the School to ensure that activities and expenditure are always in the best interests 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:

Fitting out a new school Science Lab - £25,000

Contributions to the School Council - £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.

Summary of the main achievements of the charity during the year

The main event of the year was the Spring Fair, which overall raised more than £10,000

Throughout the year, refreshments and bar sales across all events continued to be very successful, providing a necessary service and raising nearly £20,000

Raffles raised a total of £20,900

The popular annual Quiz Night made £900

The 100 Club continues to be a great source of income, bringing in over £6,000

Sales of second-hand uniform raised £5,200 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 students but always keep £3,000 in the Charity Account and £2,000 in the 100 Club Account in reserve

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)	Helen M Divett	
Full name(s)	Helen M Divett	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	28.02.2023	

Pate's Grammar School Parents' Association

Income and Expenditure Account for the year ended 31 July 2022

		2022	2021
		£	£
Income			
100 Club			
	Membership	6,240	7,050
	Interest	3	3
Other activities			
	Bar sales	19,552	104
	Spring Fair	362	-
	Donated Uniform sales	5,220	2,856
	Quiz	900	1,774
	Raffles	20,906	9,070
	Donations/other	4,168	4,129
	Collection of old coins	-	29
	Christmas Bazaar	-	60
Total Income		57,351.09	25,075
Expenditure			
100 Club			
	Prizes	3,300	2,250
Other activities			
	Bar purchases	6,700	117
	Spring Fair	197	20
	Harry Potter Quiz	230	-
	Quiz	119	200
	Other inc bank charges,stock written off	539	307
		<u>7,785.42</u>	<u>644</u>
Total expenditure (excluding donations to school)		11,085.42	2,894
Surplus for year (before donations to school)		46,266	22,182
Donation to school		28,000	22,472
Surplus/-Deficit for year		18,266 -	291

Pate's Grammar School Parents' Association

Balance Sheet as at 31 July 2021

Current Account	23,391	8,069
100 Club account	21,621	18,677
Bar stock	217	222
Cash	490	485
Total balances	45,718.67	27,453
Represented by		
Balances at 1 August 2021	27,453	27,743
Surplus/-Deficit for year	18,266 -	291
Balances at 31 July 2022	45,718.67	27,453

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 JULY 2022

Independent Examiner's Report to the Trustees of the Pate's Parents Association (PPA).

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2022.

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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 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 accounts to be reached.



Stephen Locke
Bursar
Pate's Grammar School

25 October 2022