

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Sep	2022		31	Aug	2023

Section A Reference and administration details

Charity name	Great Kingshill School Parents Association		
Other names charity is known by	GKCS PTA		
Registered charity number (if any)	299256		
Charity's principal address	Great Kingshill C of E Combined School		
	Cryers Hill Road, Cryers Hill		
	High Wycombe		
Postcode	HP15 6JP		

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	Lisa Catlin	Chairperson		PTA
2	Lauren Betsworth	Vice Chairperson		PTA
3	Sarah Bradstock	Treasurer		PTA
4	Jessica Jones	Secretary	16/03/23 – 31/08/23	PTA
5	Michele Elliston	Secretary	28/09/22 – 28/12/22	PTA
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
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

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

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

Association

Trustee selection methods
(eg appointed by, elected by)

Elected by PTA Members at the AGM

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 daily running of the PTA is headed by the Chairperson, Vice-Chairperson, Treasurer and Secretary

These roles are appointed at the AGM in September by election PTA Members

Regular meetings are held to discuss fundraising activities and to vote on how the funds are invested. These meetings are attended by parents (committee members) and a representative from the teaching staff.

Section C Objectives and activities

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

General fundraising to enhance the school facilities and the children's broader education.

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)

Fundraising activities for 2022/23 have included:

- Annual Christmas Fayre
- Annual Summer Fayre
- School discos x 3
- Family events – Christmas Cards and Quiz night
- Christmas present shop
- Fund Raising Challenge

Additional details of objectives and activities (Optional information)

In addition to the main committee, fundraising events are run and supported by Teachers and parent volunteers.

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 PTA raised funds from the activities to provide the following:

- Shelter for outside learning and play
- Chairs for the school hall
- Stage for the school hall
- Bird Cages for the Forest School area
- Pond for Forest School
- Agreed a three year funding agreement to support the ongoing development and maintenance of Forest School

Section E

Financial review

Brief statement of the charity's policy on reserves

The PTA aim to keep a minimum of £3,000 in the current account as a contingency fund. This amount is set aside to cover event expenditure that may be incurred before an event takes place but before any income is earned and to meet any unforeseen expenditure that may occur.

Cash at bank at 31/08/23 was £23,306, adjusted in the accounts to £21,086 to take into account a cheque of £2,650 given to the school for the funding of the Forest School pond, but had not been cashed by year end. £14,332 related to restricted funds as a result of the three year funding agreement to support the ongoing development and maintenance of Forest School. This gives a balance of £6,754.

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.

The PTA's principal source of funds is through fundraising events as listed above. In addition, the PTA receives voluntary income from ad hoc donations, plus contributions from online fundraising tools.

Section F


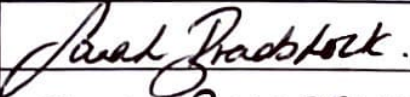
Other optional information

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)	Miss Lauren Betsworth	SARAH BRADSTOCK
Position (eg Secretary, Chair, etc)	Vice Chairperson	TREASURER.
Date	19/10/23.	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Great Kingshill C of E School PTA

299256

CC16a

Receipts and payments accounts

For the period
from

01/09/2022

To


31/08/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Voluntary Income	577	-	-	577	451
Fundraising Events	29,007	-	-	29,007	14,442
Interest on Deposit Accounts	3	-	-	3	0
Income from Grants	- 1,695	-	-	- 1,695	1,695
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	27,893	-	-	27,893	16,588
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,893	-	-	27,893	16,588
A3 Payments					
Fundraising Costs	5,753	-	-	5,753	5,817
Cost of Charitable Activity	15,080	-	-	15,080	4,575
Equipment	563	-	-	563	-
Membership Subscriptions	140	-	-	140	148
Other	19	-	-	19	-
Bank Charges/ Interest	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	21,555	-	-	21,555	10,540
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	21,555	-	-	21,555	10,540
Net of receipts/(payments)	6,338	-	-	6,338	6,048
A5 Transfers between funds	- 14,332	14,332	-	-	-
A6 Cash funds last year end	14,748	-	-	14,748	8,700
Cash funds this year end	6,754	14,332	-	21,086	14,748

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	5,636	14,332	
	Savings Account	689	-	
	Petty Cash	430	-	
	Total cash funds	6,754	14,332	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Storage boxes for PTA Cupboard	Unrestricted	-	-
	2 x Gazebos	Unrestricted	-	-
	Catering Urn	Unrestricted	-	-
	Gazebo	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		SARAH BLACKSTOCK.	19/10/23.



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Great Kingshill School Paerents Association

On accounts for the year
ended

31st August 2023

Charity no
(if any)

299256

Set out on pages

1 and 2

remember to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/ 2023**.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Lyne Anderson

Date:

31/10/23

Name:

LYNNE ANDERSON

Relevant professional
qualification(s) or body
(if any):

CIMA

Address:

*8 Marbeck Close
WINDSOR
SL4 5RB*

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None