

# THE HARTFORD PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

England & Wales · Charity number 518338

## Details

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Other names	THE HARTFORD COUNTY PRIMARY SCHOOL PARENT TEACHER ASSOCIATION
Status	Registered
Legal form	Other
Registered	1987-11-26
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Hartford Primary School Riddings Lane Hartford Northwich CW8 1NA
Phone	01606 74164
Email	<a href="mailto:pta@hartfordprimary.cheshire.sch.uk">pta@hartfordprimary.cheshire.sch.uk</a>
Website	<a href="http://www.hartfordprimaryschool.co.uk">www.hartfordprimaryschool.co.uk</a>

## Activities

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**Objects:** THE OBJECTS OF THE ASSOCIATION ARE TO ADVANCE THE EDUCATION OF THE PUPILS OF THE SCHOOL BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES FOR EDUCATION AT THE SCHOOL (NOT NORMALLY PROVIDED BY THE LOCAL EDUCATION AUTHORITY) AND AS AN ANCILLARY THERETO AND IN FURTHERANCE OF THIS OBJECT THE ASSOCIATION MAY (A) FOSTER MORE EXTENDED RELATIONSHIPS BETWEEN THE STAFF, PARENTS AND OTHERS ASSOCIATION WITH THE SCHOOL, AND (B) ENGAGE IN ACTIVITIES WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS ATTENDING IT.

**Activities:** Fund raising through fun activities involving our school's children.

## Classification

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- **How:** Other Charitable Activities
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

## Geography

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- Cheshire West & Chester

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-07-31	£28,661	£36,123	-	-
2024-07-31	£32,982	£46,610	-	-
2023-07-31	£46,329	£18,640	-	-
2022-07-31	£19,262	£15,098	-	-
2021-07-31	£4,180	£4,400	-	-

## Trustees

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Name	Role	Appointed
Katherine Farmer	Chair	2024-10-02
Charlotte Spragg		2025-10-02
Rachael Edwards		2025-10-02

**THE HARTFORD PRIMARY SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 518338

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	08	2024		31	07	2025

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### 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	Becky Farley	Chair		
2	Shelley Ford	Treasurer		
3	Chloe Johnson	Vice-Chair		
4	Kate Farmer	Secretary		
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9				
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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)

Parent Kind Constitution adopted

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

Unincorporated association

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

Trustees are appointed / reappointed during the AGM held annually

**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.

All parents of children attending Hartford Primary School and any staff employed by Hartford Primary School are automatically members of the PTA.  
Trustees oversee the running of the PTA, giving their time voluntarily and receive no remuneration or other benefits.  
Trustees undergo a DBS check through the school, volunteers supporting fundraising activities and events are supervised either by the committee or school staff

**Section C Objectives and activities**

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

The object of the association (the objects) is to advance the education of pupils in the school in particular by: 2.1 Developing effective relationships between the staff, parents and others associated with the school 2.2 Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

Our main activities are centred around providing additional benefit and experiences for the children attending Hartford Primary school that they may not otherwise have been able to experience or take part in. This theme is reflected not only through the decisions around how the money that we raise is spent, but also in the fundraising events that we organise.

**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)**

**Additional details of objectives and activities (Optional information)**

Without the support of our members volunteering and participating in our events we would not be able to make the valuable contributions to school, and for this we are very grateful.

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**

We have had another successful year, starting with the completion of our storage facilities, and a refurbishment of the outdoor classroom and installation of playground markings, it is lovely to see the children really being able to enjoy the outside space.

Our major fundraising activities during the year were our Colour Run which was incredibly well attended and had a lovely community feel, and our Christmas even which despite the rain and cancelled fireworks still provided enjoyment for the families that attended.

Other smaller events such as cake sale, sweet and ice-cream sales, discos, and film nights also added to our fundraising total.

We continue to offer our pre-loved uniform provision to all parents for free (may of our parents choose to make a small donation to the PTA as a result)

We have supported Christmas parties for all children and funded transport for various trips throughout the year.

We are incredibly grateful to our match funding volunteers who have significantly contributed to our success with the donations made by their employers.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We aim to not hold significant reserves in the bank, however as we are sometimes working towards a larger project there may be times when we have larger amounts of money in our accounts. Following the impact of COVID as a committee the trustees took a decision to ensure that we retained a minimum of £3,000 to ensure that the charity was able to fund its commitments without any substantial fundraising being possible for a prolonged period of time

### 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.

The PTA started the year with funds of £35,573 and ended the year at 31st July 2023 had a cash balance of £28,111

We have approved various donations to school that we are awaiting invoices for of £5690 relating to events and items from Summer term 2025.

During the year we have contributed £36,406 towards school equipment and activities, which is broken down as follows:

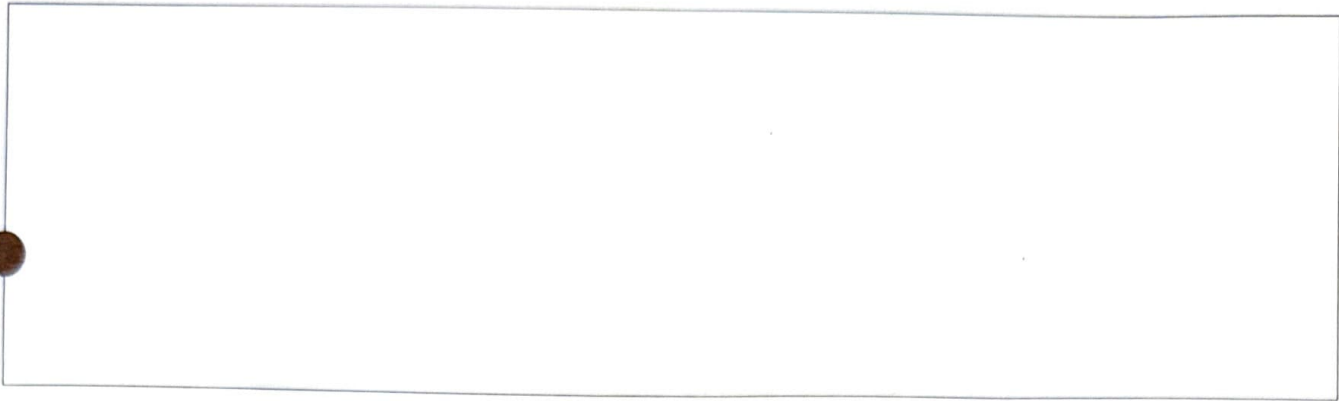
Project	School Year	Amount
Shed Base	all	£1,600.00
Outdoor Classroom	all	£6,062.20
Playground Markings 1	all	£5,617.00
EY Play Equipment	EY	£148.09
Year 6 Lion Salt Works	Y6	£810.00
Year 6 Bowling	Y6	£455.76
Year 6 Transport	Y6	£325.00
Year 6 Bubble Football	Y6	£300.00
Shed	all	£3,299.98
Religious Visits	all	£433.92
Christmas Parties	all	£380.00
Library Service	all	£2,802.92
Theatre Trip	KS2	£2,000.00
EY Icecream Farm	EY	£245.00
Hoodies	Y6	£1,277.50
Maths Headphones	all	£498.55
RE Books	all	£176.10
Science Week	all	£242.15

Net Income of £19,599 was generated from events undertaken. The biggest success in terms of net proceeds was the Colour Run with profits of 4915, closely followed by the Christmas Wonderlights event generating profit of £4519. In addition, the silent discos, raffle and Christmas cards all generated over £1,500 profit.

Specific callout around Pre-loved uniform which continues to be successful over the year, raising over £300 despite moving to a donations only scheme. Great to see an initiative that is really helping our school community but still very successful in supporting PTA funds. Also to note that £5,800 of the income was generated using match funding from our fantastic volunteers and their employers.

## Section F

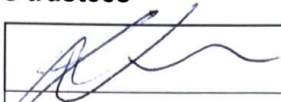

## Other optional information



**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)	SHELLEY FORD	BECKY FARLEY
Position (eg Secretary, Chair, etc)	TREASURER	CHAIR
Date	2-10-25 -	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hartford Primary School Parents Teacher Association 518338

## Receipts and payments accounts

CC16a

For the period from	8/1/2024	To	7/31/2025
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### 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 £
<b>A1 Receipts</b>					
Gifts, Donations and Legacies	432	1,000	-	1,432	1,245
Other Trading Activities	26,984	-	-	26,984	31,348
Investment income	245	-	-	245	390
Charitable Activities	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>27,661</b>	<b>1,000</b>	<b>-</b>	<b>28,661</b>	<b>32,983</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>27,661</b>	<b>1,000</b>	<b>-</b>	<b>28,661</b>	<b>32,983</b>
<b>A3 Payments</b>					
Cost of Fundraising	8,817	-	-	8,817	9,308
Subscriptions and Sundry	632	-	-	632	714
Donations to School	26,674	-	-	26,674	36,406
Other expenditure	-	-	-	-	181
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>36,123</b>	<b>-</b>	<b>-</b>	<b>36,123</b>	<b>46,609</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>36,123</b>	<b>-</b>	<b>-</b>	<b>36,123</b>	<b>46,609</b>
<b>Net of receipts/(payments)</b>	<b>- 8,462</b>	<b>1,000</b>	<b>-</b>	<b>- 7,462</b>	<b>- 13,626</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>35,573</b>	<b>-</b>	<b>-</b>	<b>35,573</b>	<b>49,199</b>
<b>Cash funds this year end</b>	<b>27,111</b>	<b>1,000</b>	<b>-</b>	<b>28,111</b>	<b>35,573</b>

## 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 £
<b>B1 Cash funds</b>	Current account	1,725	-	
	Reserve Account	25,370	1,000	
	Petty cash	16	-	
	<b>Total cash funds</b>	<b>27,111</b>	<b>1,000</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

Report to the trustees

11 PETERCO PRIMARY SCHOOL PARENT TEACHERS ASSOCIATION

On accounts for the year ended

31/07/2025

Charity no (if any)

518338

Set out on pages

1 + 2

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

Responsibilities and basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

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.

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

Signed:

[Signature]

Date:

[Date]

Name:

DEBORAH DARLINGTON

Relevant professional qualification(s) or body

CHARTERED ACCOUNTANT - ICAEW

(if any):

Address:

14 HEYES PARK

HARTFORD, CHESHIRE, CW8 2AJ

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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

**THE HARTFORD PRIMARY SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 518338

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 08	Year 2023		Day 31	Month 07	Year 2024

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

Hartford Primary School
Riddings Lane
Hartford
<b>Postcode</b> <input type="text" value="CW8 1NA"/>

### 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	Sarah Jane Falconer	Chair		
2	Shelley Ford	Treasurer		
3	Becky Farley	Vice-Chair		
4	Amy Metcalfe	Secretary		
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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

**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 <small>(eg. trust deed, constitution)</small>	Parent Kind Constitution adopted
How the charity is constituted <small>(eg. trust, association, company)</small>	Unincorporated association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Trustees are appointed / reappointed during the AGM held annually

**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.

All parents of children attending Hartford Primary School and any staff employed by Hartford Primary School are automatically members of the PTA.  
Trustees oversee the running of the PTA, giving their time voluntarily and receive no remuneration or other benefits.  
Trustees undergo a DBS check through the school, volunteers supporting fundraising activities and events are supervised either by the committee or school staff

**Section C Objectives and activities**

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

The object of the association (the objects) is to advance the education of pupils in the school in particular by: 2.1 Developing effective relationships between the staff, parents and others associated with the school 2.2 Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

Our main activities are centred around providing additional benefit and experiences for the children attending Hartford Primary school that they may not otherwise have been able to experience or take part in. This theme is reflected not only through the decisions around how the money that we raise is spent, but also in the fundraising events that we organise.

**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)**

**Additional details of objectives and activities (Optional information)**

Without the support of our members volunteering and participating in our events we would not be able to make the valuable contributions to school, and for this we are very grateful.

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**

We have had another successful year, starting with the completion of our long awaited MUGA refurbishment, it is lovely to see the children once again being able to enjoy the facilities safely.

Our major fundraising activities during the year were our Winter Wonderlights event in December which was incredibly well attended and had a lovely community feel, and our summer social which despite the rain still provided enjoyment for the families that attended.

Other smaller events such as donut day, sweet and ice-cream sales, discos, film nights and our wonderful Wonky bar event also added to our fundraising total.

We continue to offer our pre-loved uniform provision to all parents for free (may of our parents choose to make a small donation to the PTA as a result)

In addition to the MUGA refurbishment we have also invested in playground printing to continue to improve the outside space around the school and provide additional enrichment during breaktimes.

We have supported Christmas parties for all children and funded transport for various trips throughout the year.

We are incredibly grateful to our match funding volunteers who have significantly contributed to our success with the donations made by their employers.

**Brief statement of the charity's policy on reserves**

We aim to not hold significant reserves in the bank, however as we are sometimes working towards a larger project like the MUGA resurface there may be times when we have larger amounts of money in our accounts. Following the impact of COVID as a committee the trustees took a decision to ensure that we retained a minimum of £3,000 to ensure that the charity was able to fund its commitments without any substantial fundraising being possible for a prolonged period of time

**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.

The PTA started the year with funds of £49,200.83 and ended the year at 31st July 2023 had a cash balance of £35,573.24  
 We have projects approved that we are awaiting invoices for of £14,343.83, in addition to the committed £5,000 towards a replacement PTA shed in order to resolve ongoing storage challenges, specifically for the pre-loved uniform.  
 During the year we have contributed £36,406 towards school equipment and activities, which is broken down as follows:

Project	School Year	Amount
Leavers Hoodies	Yr 6	£1,225.00
Elsa / Oasis Supplies	KS1 & KS2	£219.45
Tenpin Bowling	Yr 6	£496.00
Tenpin Bowling Transport	Yr 6	£260.00
Yr 6 Lion Salt Works	Yr 6	£710.00
Reading Competition	Whole School	£194.99
MUGA Resurface	Whole School	£28,000.00
Theatre Transport	KS2	£2,000.00
Icecream Farm Trip	EY	£255.00
Wings and Things	Y2	£200.00
Christmas Story @ Chester Cathedral	KS1	£600.00
Class Wish Lists	Whole School	£1,425.77
Xmas Class Donation	Whole School	£360.00
PPE Hi Vis	Whole School	£212.70
Garden	Whole School	£167.96
SATS Chocolate	Year 6	£79.13

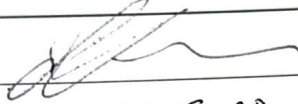

Net Income of £22,778 was generated from events undertaken. The biggest success in terms of net proceeds was the Christmas Wonderlights event generating revenue of £10,678. In addition, the Summer Social with income over £6,000 and the Christmas Raffle, Disco's, Wonka Bars and Christmas Cards all raised incomes of over £1,000.

Specific callout around Pre-loved uniform which has been very successful over the year, raising over £500 despite moving to a donations only scheme. Great to see an initiative that is really helping our school community but still very successful in supporting PTA funds. Also to note that over £7,000 of the income was generated using match funding from our fantastic volunteers and their employers.

## 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)	SHELLEY FORD	Rebecca Forley
Position (eg Secretary, Chair, etc)	TREASURER	Chair
Date	28-11-24	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name **HARTFORD PRIMARY SCHOOL PFA** No (if any)

CC16a

**Receipts and payments accounts**

For the period from **1 AUG 23** Period start date To **31 JUL 24** Period end date

**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 £
<b>A1 Receipts</b>					
Donations and Legacies	1,245	-	-	1,245	13,518
Charitable Activities	-	-	-	-	1,000
Other Trading Activities	31,348	-	-	31,348	31,649
Investments	390	-	-	390	162
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>32,983</b>	<b>-</b>	<b>-</b>	<b>32,983</b>	<b>46,329</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>32,983</b>	<b>-</b>	<b>-</b>	<b>32,983</b>	<b>46,329</b>
<b>A3 Payments</b>					
Cost of Fundraising	9,308	-	-	9,308	8,563
Subscriptions and Sundry Expenses	714	-	-	714	895
Donations to School	36,406	-	-	36,406	9,182
Other	181	-	-	181	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>46,609</b>	<b>-</b>	<b>-</b>	<b>46,609</b>	<b>18,640</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>46,609</b>	<b>-</b>	<b>-</b>	<b>46,609</b>	<b>18,640</b>
<b>Net of receipts/(payments)</b>	<b>- 13,626</b>	<b>-</b>	<b>-</b>	<b>- 13,626</b>	<b>27,689</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>- 13,626</b>	<b>-</b>	<b>-</b>	<b>- 13,626</b>	<b>27,689</b>

## 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 £
<b>B1 Cash funds</b>	Current Account	3,432	-	-
	Reserve Account	32,125	-	-
	Cash in Hand	16	-	-
	<b>Total cash funds</b>	<b>35,573</b>	-	-

(agree balances with receipts and payments account(s))

Agreement Error OK OK



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	SHELLEY FORD	28-11-24
	REBECCA FARLEY	28-11-24



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name **HARTFORD PRIMARY SCHOOL PARENT,  
TEACHERS ASSOCIATION**

**On accounts for the year  
ended**

**31/07/2024**

**Charity no  
(if any)**

**518338**

**Set out on pages**

**1 + 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 **31/07/2024**.

**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:** Deborah Darlington

**Date:** 29-11-24

**Name:** DEBORAH DARLINGTON

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

CHARTERED ACCOUNTANT - ICAEW

**Address:**

14 HEYES PARK, HARTFORD  
CHESHIRE, CW8 2AJ.

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 .

**THE HARTFORD PRIMARY SCHOOL PARENT TEACHER ASSOCIATION**

England & Wales - Charity number 518338

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# Accounts

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## Trustees' Annual Report for the period

From **08/01/2022** Period start date To **31/07/2023** Period end date

Charity name: **The Hartford Primary School Parent Teachers Association**

Charity registration number:**518338**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the association is to advance the education of pupils in the school in particular by: <ol style="list-style-type: none"> <li>1. Developing effective relationships between the staff, parents and others associated with the school</li> <li>2. Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils</li> </ol>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	HPS PTA have run a number of fundraising events during the year, our biggest events being the World Cup sponsored events generating income over £8,000 and Christmas Market and Circus events both raising over £4,000.  Our contributions to school are slightly lower than in previous years, although we have continued to support the typical request around leavers events and hoodies, Christmas Parties, and funding trip transport.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We have operated the PTA with regard to the guidance issued by the Charity Commission on public benefit

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment	Para 1.38	

including program related investment		
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>HPS PTA has been able to contribute to Hartford Primary school in a number of ways during this financial year including:</p> <p>Leavers activities (Salt Works Trip, Ten Pin Bowling and Leavers Hoodies), ELSA and Oasis Supplies, Ukulele lessons, Christmas class parties, Ice-Cream Farm visit, Transport to the Liverpool Philharmonic.</p> <p>Without the contribution from the PTA these activities would either not have taken place at all, or it would have fallen to parents to fund. The contributions mean that we are able to ensure the children of Hartford Primary School are able to experience a range of additional activities as part of their education that would not be possible without the support.</p> <p>The events that the PTA run also contribute to the community by bringing together the school community for fun and inclusive events</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Financial position of the charity at the end of the period is strong, with cash funds of £49,201
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>As a result of the pandemic and the inability to fundraise effectively for 12 months during Covid the trustees are looking to hold a small reserve which would allow the ongoing operation of the charity for a year or so without any fundraising should this ever happen again.</p> <p>Other than this Hartford Primary School PTA would look to make the maximum contributions to school possible and hold minimal reserves. This year has been an exception to that as a large project to resurface the MUGA was planned during August 2023 to which the charity will be making a large contribution (£28,000) so this has been held back in order to pay that commitment early into the new year.</p>
Amount of reserves held	Para 1.22	£28,000 for MUGA Project £10,000 as charity reserve
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Other		
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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Hartford Primary School Parent Teachers Association is governed by a constitution.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are voted into position during the Annual General Meeting, all members of Hartford Primary School PTA are entitled to attend and be nominated for these positions.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Hartford Primary School Parent Teachers Association
Other name the charity uses	
Registered charity number	518338
Charity's principal address	Hartford Primary School Riddings Lane Hartford CW8 1NA

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Sarah Jane Falconer	Chair		
2	Shelley Ford	Treasurer / Secretary		
3	Rebecca Farley	Vice-Chair	13/10/2022 – 31/07/2023	
4	Amanda Eddleston	Treasurer	01/08/2022 – 21/04/2023	
5	Katie Hinks	Co – Secretary	13/10/2022 – 31/07/2023	
6				
7				
8				
9				
10				
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14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### 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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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information


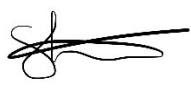
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Shelley Ford	Sarah-Jane Falconer
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Position (eg Secretary,  
Chair, etc)

Treasurer	Chair
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Date

19/12/2023
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hartford Primary School Parent Teachers Association

518338

## Receipts and payments accounts

CC16a

For the period from	01/08/2022	To	31/07/2023
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### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations and Legacies	13,518	-	-	13,518	481
Charitable Activities	-	1,000	-	1,000	10,000
Other Trading Activities	31,649	-	-	31,649	11,615
Investments	162	-	-	162	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>45,329</b>	<b>1,000</b>	<b>-</b>	<b>46,329</b>	<b>22,096</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>45,329</b>	<b>1,000</b>	<b>-</b>	<b>46,329</b>	<b>22,096</b>
<b>A3 Payments</b>					
Cost of Fundraising	8,563	-	-	8,563	2,423
Subscriptions and Sundry Expenses	895	-	-	895	411
Donations to School	8,182	1,000	-	9,182	15,098
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>17,640</b>	<b>1,000</b>	<b>-</b>	<b>18,640</b>	<b>17,932</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>17,640</b>	<b>1,000</b>	<b>-</b>	<b>18,640</b>	<b>17,932</b>
<b>Net of receipts/(payments)</b>	<b>27,689</b>	<b>-</b>	<b>-</b>	<b>27,689</b>	<b>4,164</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	21,512	-	-	21,512	17,348
<b>Cash funds this year end</b>	<b>49,201</b>	<b>-</b>	<b>-</b>	<b>49,201</b>	<b>21,512</b>

## 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 £
<b>B1 Cash funds</b>	Cash at Bank	49,185		-
	Cash in hand	16	-	-
		-	-	-
	<b>Total cash funds</b>	<b>49,201</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

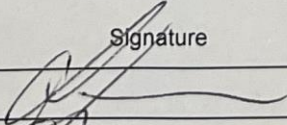
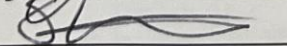
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	SHELLEY FORD	12/12/23.
	SARAH-JANE FALCONER	13/12/23



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name PHARTFORD PRIMARY SCHOOL. PARENTS TEACHER ASSOCIATION.

On accounts for the year ended

31/07/2023

Charity no (if any)

518338

Set out on pages

1 + 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 DD / MM / YYYY.

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: DEBORAH DARLINGTON

Date: 15.12.2023

Name: DEBORAH DARLINGTON

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

ICAEW

Address: 14 HEYES PARK, HARTFORD, CW8 2AJ.

**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.

N/A