

**Annual Report and Accounts 2021**  
**(August 2020 – July 2021)**

**Princess Frederica Parent Staff Association is a registered charity, charity number 800472.**

**Trustees of the charity**

Peter Grigg (Chair)

Kathryn Morgan (Treasurer)

Nisha Patel

**Contact details**

Email: [admin@princessfrederica.brent.sch.uk](mailto:admin@princessfrederica.brent.sch.uk)

Tel: 0208 830 0218

## **Summary**

Princess Frederica is a Church of England Voluntary Aided primary school based in Brent, North West London. The Princess Frederica School Parent Staff Association is an independent entity – a charity with trustees and governance arrangements that are distinct from the school – with the charitable object *to enrich children's experience* at Princess Frederica school. Our constitution was first set in 1988.

## **Aims, Objectives and Activities**

The PSA achieve our objects through three main aims:

1. We raise money to spend on activities and projects that support children in the school
2. We engage parents, carers and families in the school community
3. We partner with the school to continually enrich experiences for children

Our main fundraising events (in normal, non-pandemic years) include a summer festival, a Christmas celebration, auctions, and cake sales.

Main activities that we support at the school include an annual PSA Book Week, PSA Art Week and PSA Science Week and an welcoming event for new parents each year.

## **Structure, governance and management**

All parents, carers and staff currently at the school are automatically members of the PSA. The PSA is governed by three Trustees, supported by a wider Executive Committee that is elected by members.

The Executive Committee is proposed each year to members at the Annual General Meeting in the first school term. Committee members hold a term of one year and may be re-elected in subsequent years. Trustees are similarly elected in by members. There is currently no limit on the term of being a trustee, this is being reviewed in an update of our constitution.

PSA meetings, open to all members, are held at least once a year – but ideally once a term, although this has been disrupted during Covid. Minutes are recorded and shared with all members. Attendees are invited to vote on spending proposals and involved in decisions about core fundraising priorities. The school leadership team is involved in the decisions about prioritisation of spend.

This report covers the period from August 2020 to July 2021.

## **Public benefit statement**

The goal of the Princess Frederica Parent Staff Association is to enrich the experiences of current pupils at the school. In furtherance of this goal the PSA may:

1. facilitate the above by organising social, educational, and fund-raising activities.
2. engage in activities which support the school and enrich the experience of the pupils who attend it.
3. support engagement and communications between the staff, parents and others associated with the school
4. use funds raised to purchase items, equipment and experiences for the benefit of pupils at the school

By following the above aims and objectives the charity is providing a public benefit to the school and wider community in Kensal Rise, London.

We support all pupils at the school regardless of personal background, faith, gender, or personal circumstances. Identifiable benefits we expect to achieve through our activities include:

- improving children's wellbeing and happiness at school
- improving children's access and inclusion to enriching activities
- expanding children's horizons about their potential future
- improving parental engagement in the school community

Trustees and executive committee members are volunteers and not remunerated for their time or efforts.

## **2020-21 Achievements and performance**

In March 2020, England entered into national lockdown and schools were closed. Children were sent into home schooling, and the world turned upside down. The consequences on lives, communities, and particularly the most vulnerable were profound. Our Parent Staff Association, like so many charities, was forced to entirely rethink what was possible and how to reinvent ways to connect with parents and raise much needed money for the school.

Despite the many challenges, 2020-21 was a successful year for the PSA. Our headline income was an impressive £36,249 and we managed to spend £38,334 on valuable activity for the children.

The efforts of the core Executive Committee – including Melissa, Alice, Jo, Nifa, Charlie, Billie, Yasmin, Poppy and Peter – as well as many other parents and teachers – is to be recognised and celebrated. The team came together, innovated, and worked tirelessly to create so many new opportunities for the PSA to raise money and support the school.

The highlights of our main fundraising activities included:

- Selling Christmas trees and innovating to deliver doorstep Christmas elves deliveries that raised almost £8,000
- A Silent Auction of goods donated from parents, the community and local businesses that raised an impressive £6,500
- Creative lockdown projects such as doorstep photography of parents and children at their doors during isolation, an online affordable art fair and Easter bags for children

The highlights of our expenditure included:

- After many years in discussion, our PSA contribution meant the school was finally able to replace the astroturf pitch for the children – the main space in the playground for children to play football and other sports
- Despite the challenges of Covid, we were able to support the amazing Book Week, offering the children a chance to find a small amount of normality in strange times
- We funded improvements to the Embankment area for outside learning and bamboo fencing around the school to improve a sense of calm and privacy for children playing in the playground
- Memorial funds were received on behalf of loved ones who have passed away. The PSA and the school are working with the families concerned for the appropriate and respectful use of these generous gifts.

## Our financial review

1st August 20 - 31st July 21

### INCOME AND EXPENDITURE STATEMENT

	Income	Expenditure	Profit
<b>ANNUAL PROJECTS</b>			
Art Week	£0	£0	£0
Book Week	£246	£1,620	(£1,374)
Cake Sales	£0	£768	(£768)
<b>FUNDRAISERS</b>			
Christmas Elves	£2,028	£529	£1,499
Christmas Trees	£5,500	£1,752	£3,748
Easter Bags	£3,579	£222	£3,357
Silent Auction	£6,599	£214	£6,385
<b>SPECIAL PROJECTS</b>			
10km Run Donation	£397	£0	£397
Astro Turf	£0	£20,000	(£20,000)
Affordable Art	£2,333	£0	£2,333
Bags for School	£789	£0	£789
Bamboo Fencing	£0	£5,818	(£5,818)
Christmas Baubles	£233	£0	£233
Dads Football	£95	£0	£95
Donations	£127	£0	£127
Embankment	£0	£1,371	(£1,371)
Fees & Memberships	£0	£212	(£212)
Gifts	£0	£252	(£252)
Jams	£705	£119	£586
LSA Room	£0	£263	(£263)
Memorial Funds	£4,547	£0	£4,547
Mufti Days	£520	£0	£520
Nursery (Craft Supplies)	£0	£86	(£86)
Photography (Doorstep)	£2,292	£0	£2,292
PSA Costs	£0	£250	(£250)
School Christmas Event	£0	£1,189	(£1,189)
Secondhand Uniform Sale	£285	£0	£285
Solar Energy	£1,894	£0	£1,894
Stagecoach Event	£492	£342	£150
Sponsorship - Winksworths	£1,000	£0	£1,000
Yr6	£2,588	£3,327	(£739)
<b>TOTAL</b>	<b>£36,249</b>	<b>£38,334</b>	<b>(£2,085)</b>

## Balance Sheet Statement

### 20/21 Accounts

CAF Bank Cash a/c as at 31 July 20	£34,446
CAF Bank Gold A/c as at 31 July 20	£11,317
Total Funds as at 31st July 2020	<b>£45,763</b>
Income for period 01 August 2020 to 31 July 2021	£36,249
Interest from Gold Account	£2
Expenditure for period 01 August 2020 to 31 July 2021	£38,334
<b>Balance carried forward to 2021</b>	<b>£43,679</b>

### ASSETS

CAF Bank Gold a/c as at 31 July 21	£19,168
CAF Bank Cash A/c as at 31 July 21	£24,511
<b>Total Funds</b>	<b>£43,679</b>

## Future objectives

Over the next three years – as the pandemic restrictions allow - we aim to achieve the following ambitions under each of these;

- We want to **raise more money** to spend on activities and projects that support children at Princess Frederica's
  1. Core events like PSA Art Week and PSA Book Week
  2. Special events and innovative fundraising activity
  3. Find covid-safe ways to rebuild summer and Christmas activities
- We want to **engage a more diverse range of parents**, carers and families in the school community to rebuild a depleted PSA community after the pandemic
  1. Understand what parents want and need from the PSA and how we can be more inclusive as a PSA
  2. Support new parents who enter the school community to have a voice and get involved.
- We want to **spend the money** we raise:
  1. Big items like the upstairs hall
  2. Creative and artistic improvements like the Embankment
  3. A range of other requests working in conjunction with the school leadership

The PSA would like to thank all the parents, carers, staff and children, and to Winkworths Estate Agents who dedicated time, effort, money and support for PSA activities throughout the year.



**Annual Report and Accounts 2021**  
**(August 2020 – July 2021)**

**Princess Frederica Parent Staff Association is a registered charity, charity number 800472.**

**Trustees of the charity**

Peter Grigg (Chair)

Kathryn Morgan (Treasurer)

Nisha Patel

**Contact details**

Email: [admin@princessfrederica.brent.sch.uk](mailto:admin@princessfrederica.brent.sch.uk)

Tel: 0208 830 0218

## **Summary**

Princess Frederica is a Church of England Voluntary Aided primary school based in Brent, North West London. The Princess Frederica School Parent Staff Association is an independent entity – a charity with trustees and governance arrangements that are distinct from the school – with the charitable object *to enrich children's experience* at Princess Frederica school. Our constitution was first set in 1988.

## **Aims, Objectives and Activities**

The PSA achieve our objects through three main aims:

1. We raise money to spend on activities and projects that support children in the school
2. We engage parents, carers and families in the school community
3. We partner with the school to continually enrich experiences for children

Our main fundraising events (in normal, non-pandemic years) include a summer festival, a Christmas celebration, auctions, and cake sales.

Main activities that we support at the school include an annual PSA Book Week, PSA Art Week and PSA Science Week and an welcoming event for new parents each year.

## **Structure, governance and management**

All parents, carers and staff currently at the school are automatically members of the PSA. The PSA is governed by three Trustees, supported by a wider Executive Committee that is elected by members.

The Executive Committee is proposed each year to members at the Annual General Meeting in the first school term. Committee members hold a term of one year and may be re-elected in subsequent years. Trustees are similarly elected in by members. There is currently no limit on the term of being a trustee, this is being reviewed in an update of our constitution.

PSA meetings, open to all members, are held at least once a year – but ideally once a term, although this has been disrupted during Covid. Minutes are recorded and shared with all members. Attendees are invited to vote on spending proposals and involved in decisions about core fundraising priorities. The school leadership team is involved in the decisions about prioritisation of spend.

This report covers the period from August 2020 to July 2021.

## **Public benefit statement**

The goal of the Princess Frederica Parent Staff Association is to enrich the experiences of current pupils at the school. In furtherance of this goal the PSA may:

1. facilitate the above by organising social, educational, and fund-raising activities.
2. engage in activities which support the school and enrich the experience of the pupils who attend it.
3. support engagement and communications between the staff, parents and others associated with the school
4. use funds raised to purchase items, equipment and experiences for the benefit of pupils at the school

By following the above aims and objectives the charity is providing a public benefit to the school and wider community in Kensal Rise, London.

We support all pupils at the school regardless of personal background, faith, gender, or personal circumstances. Identifiable benefits we expect to achieve through our activities include:

- improving children's wellbeing and happiness at school
- improving children's access and inclusion to enriching activities
- expanding children's horizons about their potential future
- improving parental engagement in the school community

Trustees and executive committee members are volunteers and not remunerated for their time or efforts.

## **2020-21 Achievements and performance**

In March 2020, England entered into national lockdown and schools were closed. Children were sent into home schooling, and the world turned upside down. The consequences on lives, communities, and particularly the most vulnerable were profound. Our Parent Staff Association, like so many charities, was forced to entirely rethink what was possible and how to reinvent ways to connect with parents and raise much needed money for the school.

Despite the many challenges, 2020-21 was a successful year for the PSA. Our headline income was an impressive £36,249 and we managed to spend £38,334 on valuable activity for the children.

The efforts of the core Executive Committee – including Melissa, Alice, Jo, Nifa, Charlie, Billie, Yasmin, Poppy and Peter – as well as many other parents and teachers – is to be recognised and celebrated. The team came together, innovated, and worked tirelessly to create so many new opportunities for the PSA to raise money and support the school.

The highlights of our main fundraising activities included:

- Selling Christmas trees and innovating to deliver doorstep Christmas elves deliveries that raised almost £8,000
- A Silent Auction of goods donated from parents, the community and local businesses that raised an impressive £6,500
- Creative lockdown projects such as doorstep photography of parents and children at their doors during isolation, an online affordable art fair and Easter bags for children

The highlights of our expenditure included:

- After many years in discussion, our PSA contribution meant the school was finally able to replace the astroturf pitch for the children – the main space in the playground for children to play football and other sports
- Despite the challenges of Covid, we were able to support the amazing Book Week, offering the children a chance to find a small amount of normality in strange times
- We funded improvements to the Embankment area for outside learning and bamboo fencing around the school to improve a sense of calm and privacy for children playing in the playground
- Memorial funds were received on behalf of loved ones who have passed away. The PSA and the school are working with the families concerned for the appropriate and respectful use of these generous gifts.

## Our financial review

1st August 20 - 31st July 21

### INCOME AND EXPENDITURE STATEMENT

	Income	Expenditure	Profit
<b>ANNUAL PROJECTS</b>			
Art Week	£0	£0	£0
Book Week	£246	£1,620	(£1,374)
Cake Sales	£0	£768	(£768)
<b>FUNDRAISERS</b>			
Christmas Elves	£2,028	£529	£1,499
Christmas Trees	£5,500	£1,752	£3,748
Easter Bags	£3,579	£222	£3,357
Silent Auction	£6,599	£214	£6,385
<b>SPECIAL PROJECTS</b>			
10km Run Donation	£397	£0	£397
Astro Turf	£0	£20,000	(£20,000)
Affordable Art	£2,333	£0	£2,333
Bags for School	£789	£0	£789
Bamboo Fencing	£0	£5,818	(£5,818)
Christmas Baubles	£233	£0	£233
Dads Football	£95	£0	£95
Donations	£127	£0	£127
Embankment	£0	£1,371	(£1,371)
Fees & Memberships	£0	£212	(£212)
Gifts	£0	£252	(£252)
Jams	£705	£119	£586
LSA Room	£0	£263	(£263)
Memorial Funds	£4,547	£0	£4,547
Mufti Days	£520	£0	£520
Nursery (Craft Supplies)	£0	£86	(£86)
Photography (Doorstep)	£2,292	£0	£2,292
PSA Costs	£0	£250	(£250)
School Christmas Event	£0	£1,189	(£1,189)
Secondhand Uniform Sale	£285	£0	£285
Solar Energy	£1,894	£0	£1,894
Stagecoach Event	£492	£342	£150
Sponsorship - Winksworths	£1,000	£0	£1,000
Yr6	£2,588	£3,327	(£739)
<b>TOTAL</b>	<b>£36,249</b>	<b>£38,334</b>	<b>(£2,085)</b>

## Balance Sheet Statement

### 20/21 Accounts

CAF Bank Cash a/c as at 31 July 20	£34,446
CAF Bank Gold A/c as at 31 July 20	£11,317
Total Funds as at 31st July 2020	<b>£45,763</b>
Income for period 01 August 2020 to 31 July 2021	£36,249
Interest from Gold Account	£2
Expenditure for period 01 August 2020 to 31 July 2021	£38,334
<b>Balance carried forward to 2021</b>	<b>£43,679</b>

### ASSETS

CAF Bank Gold a/c as at 31 July 21	£19,168
CAF Bank Cash A/c as at 31 July 21	£24,511
<b>Total Funds</b>	<b>£43,679</b>

## Future objectives

Over the next three years – as the pandemic restrictions allow - we aim to achieve the following ambitions under each of these;

- We want to **raise more money** to spend on activities and projects that support children at Princess Frederica's
  1. Core events like PSA Art Week and PSA Book Week
  2. Special events and innovative fundraising activity
  3. Find covid-safe ways to rebuild summer and Christmas activities
- We want to **engage a more diverse range of parents**, carers and families in the school community to rebuild a depleted PSA community after the pandemic
  1. Understand what parents want and need from the PSA and how we can be more inclusive as a PSA
  2. Support new parents who enter the school community to have a voice and get involved.
- We want to **spend the money** we raise:
  1. Big items like the upstairs hall
  2. Creative and artistic improvements like the Embankment
  3. A range of other requests working in conjunction with the school leadership

The PSA would like to thank all the parents, carers, staff and children, and to Winkworths Estate Agents who dedicated time, effort, money and support for PSA activities throughout the year.





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Princess Frederica Parent Staff Association

On accounts for the year  
ended

31 July 2021

Charity no  
(if any)

800472

Set out on pages

-

(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 / 2021**.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:

Date:

6 October 2022

Name:

Catherine Dolton

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

ICAEW Chartered Accountant Membership 8917255

**Address:** 74 Buchanan Gardens, London, NW105AE

**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.**