



Oaklands
Primary School
PSA
registered charity 1000636

REGISTERED CHARITY - 1000636

**OAKLANDS FIRST SCHOOL ASSOCIATION
(OPERATING AS OAKLANDS PRIMARY SCHOOL PSA)
REPORT OF THE BOARD OF TRUSTEES
AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31st AUGUST 2022

**OAKLANDS FIRST SCHOOL ASSOCIATION
OPERATING AS OAKLANDS PRIMARY SCHOOL PSA**

	Page
Legal and administrative information	1
Trustees' annual report	2-3
Independent Examiner's Report to the PSA	4
Receipts and Payments Accounts	5-6
Statement of Assets and Liabilities	7

**OAKLANDS FIRST SCHOOL ASSOCIATION OPERATING AS OAKLANDS
PRIMARY SCHOOL PSA FOR THE YEAR ENDED 31st AUGUST 2022**

Legal and Administrative Information

Oaklands First School Association is a registered charity which operates on behalf of the Parents and Guardians of pupils enrolled at the Community School known as Oaklands Primary School, along with its teachers.

Other Working Names: Oaklands Primary School Association
Oaklands PSA

Governing Document: Constitution (amended Nov 2013)

Charity Registration No: 1000636

Administrative Address: The Trustee

Oaklands Primary School PSA c/o Oaklands Primary School
Oaklands Road
W7 2DP

Trustees: Hannah Lakey (co-Chair)
Hazel Muller (co-Chair)
Rachel Collins (Secretary)
Aline Levry (Treasurer)
Anne Blue
Kate Reynolds
Milly Cleveland
Holly Marshall
Karalyn Niven
Stef Green
Wendy Brin
Sam Hogarth
Co-OPTED Karen Hogarth

Bankers: Lloyds TSB
44-45 The Broadway Ealing
W5 5JU

Independent Examiner: Carolyn Braby

OAKLANDS FIRST SCHOOL ASSOCIATION OPERATING AS OAKLANDS PRIMARY SCHOOL PSA FOR THE YEAR ENDED 31st AUGUST 2022

Trustees Annual Report

The Trustees of Oaklands Primary School PSA present their report together with their financial statements of the Charity for the year ended 31st August 2022.

Structure, Governance and Management

Governing Document

The charity's activities are governed by a Constitution document approved by the Annual General Meeting of 22 October 1990 as amended by resolution dated 22 November 2013.

Recruitment and Appointment of new Trustees

All parents and guardians of pupils at the school are automatically members of the PSA. A welcome evening is held each Autumn for new intake parents; each class has an elected Class Representative that communicates PSA issues to the parents in that class. PSA membership is also promoted at all fund raising events, and the school helps to promote the PSA via newsletters and the school website. Elected trustees posts are filled annually at the AGM and the new parents/teachers are actively encouraged to stand for election.

Induction & Training

New trustees are inducted into the workings of the charity and its relationship to the school.

Risk Management

The trustees have a duty to identify and resolve the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud or error. The trustees continue to review the principal areas of the charity's operations in order to identify risks that could affect the day to day operations of the charity. In the opinion of the trustees the charity has established resources and review systems which, under normal conditions, should allow these risks to be mitigated to an acceptable level.

Objectives and Activities

Objectives and Aims

The objective of the Charity is to advance the education of the pupils in the school. In furtherance of this objective the charity may -

Develop more extended relationships with staff, parents & others associated with the school Engage in activities which support the school and advance the education of pupils

Provide and assist in the provision of such facilities or items for education at the school (not normally provided from statutory funds) as the trustees shall from time to time decide.

Statement of Public Benefit

The trustees have complied with the duty in Section 17 of the Charities Act 2011

OAKLANDS FIRST SCHOOL ASSOCIATION OPERATING AS OAKLANDS PRIMARY SCHOOL PSA FOR THE YEAR ENDED 31st AUGUST 2022

Achievement and Performance Charitable Activities

In 2021/22 the charity generated £36,510 (2020/21: £20,445) from fund raising activities. In addition to the financial benefits, the various activities of the charity helped to build closer relationships between the parents, teachers and children. The money raised was used to enhance the school environment and educational experience of the children.

Financial Review

Financial Results

The results for the year, prepared on the 'receipts and payments' basis, are set out on pages 5 & 6. The Association gave grants of **£17,380** to Oaklands Primary School to fund educational experience and the school environment. The Association shows a net cash surplus for the year of £4,814. After adding the balance brought forward from the previous year of £9,994, there is a **cash balance brought forward** of £14,808. The main source of the income is informal fundraising activities.

Reserves Policy

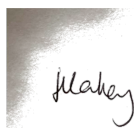
The Trustees agreed to a minimum level of free reserves to £10,000, after spending on projects. As agreed at the charity's AGM on 07th October 2021, the Committee agreed that the 2021/22 net income be used to fund **£17,380** whole school trips/workshops, a tech trolley including 10 laptops, library books and artefacts. The total reserves from the Treasurers Account, Petty Cash and the Business Bank Account are **£14,808**.

Trustees Responsibilities

Charity regulations require the Trustees to prepare accounts for each financial year which show the receipts and payments of the Charity in the year. The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detection of fraud and irregularities.

On behalf of the Board of Trustees

Trustee



Mrs H Lakey

Date

13/09/2023

**Independent examiner's report to the trustees of Oaklands First School Association ('Oaklands PSA')
Registered Charity Number 1000636**

I report to the trustees on my examination of the accounts of Oaklands First School Association/Oaklands PSA (the Charity) for the year ended 31 August 2022.

Responsibilities and basis of report

As the charity trustees of the Charity 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;
or
2. the accounts do not accord with those records.

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:



Carolyn Braby
Of 6 St Kilda Road, London, W13 9DE

8 September 2023

**OAKLANDS FIRST SCHOOL ASSOCIATION
OPERATING AS OAKLANDS PRIMARY SCHOOL PSA**

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31st AUGUST 2022**

Receipts	<u>2022</u>	<u>2021</u>
<i>Fundraising Events</i>		
Cake & Bakes	-£	-£ - -
Calendar	-£ 1,060.00	-£ 2,713.00-
Christmas Cards & Trees	-£ 5,058.00	-£ 5,598.00-
Christmas & Summer Fair (incl Raffle)	-£ 13,917.00	-£ 5,640.00-
Ealing Half Marathon	-£ 692.00	-£ - -
Film & Quiz Night	-£ 2,491.00	-£ 916.00-
Secret room	-£ 4,313.00	-£ - -
Discos	-£	-£ 1,194.00-
Non-Uniform	-£ 603.00	-£ 2,491.00-
Other Fundraising Events	-£ 5,327.00	-£ 1,858.00-
<i>Donations & Grants</i>		
Aviva Charities Trust	-£	-£ - -
Payroll Giving/Parental Donations	-£ 3,048.00	-£ - -
Outstanding Payments 2020	-£	-£ 35.00-
Outstanding Sponsorship	-£	-£ - -
Total Receipts	-£ 36,509.00	-£ <u>20,445.00-</u>

**OAKLANDS FIRST SCHOOL ASSOCIATION
OPERATING AS OAKLANDS PRIMARY SCHOOL PSA**

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31st AUGUST 2022**


Payments	<u>2022</u>	<u>2021</u>
<i>Fundraising Events</i>		
Cake & Bakes	-£ - -	-£ -
Calendar	-£ 500.00	-£ 580.00-
Christmas Cards & Trees	-£ 3,553.00	-£ 4,166.00-
Christmas & Summer Fair (inc Raffle)	-£ 1,840.00	-£ 769.00-
Ealing Half Marathon	-£	-£ - -
Film & Quiz Night	-£ 884.00	-£ 122.00-
Secret room	-£ 3,359.00	-£ - -
Discos	-£	-£ 1,611.00-
Other Fundraising Events	<u>-£ 2,627.00</u>	<u>-£ 100.00-</u>
	<u>-£ 12,763.00</u>	<u>-£ 7,348.00</u>
 <i>Donations to School</i>		
	-£	-£ - -
Playground Equipment	-£	-£ 1,387.00-
Classroom Multi Media	-£ 10,000.00	-£ 2,163.00-
School Trips/Workshops	-£ 2,000.00	-£ 2,100.00-
Teachers Christmas gifts	-£ 380.00	-£ - -
Toilet Block Upgrade	-£	-£ 10,000.00-
Curriculum Resources	-£ 5,000.00	-£ 15,650.00-
<i>Other Payments</i>		
Schools Counselling Partnership	-£	- -
Sage/Audit/SchoolComms	-£ 262.00	251.00-
		-£
Other Costs	<u>-£ 1,290.00</u>	<u>-£2,351.00-</u>
	<u>-£ 14,315.00</u>	<u>-£ 18,252.00-</u>
Total Payments	<u>-£ 31,695.00</u>	<u>-£ 25,600.00-</u>
 Surplus Receipts over Payments or Profit	 -£ 4,814.00	 -£ -5,155.00-
Cash Brought Forward from Previous Years	-£ <u>9,994.00</u>	-£ 15,149.00-
Cash Balance Carried Forward to Next Year	-£ <u>14,808.00</u>	-£ <u>9,994.00-</u>

**OAKLANDS FIRST SCHOOL ASSOCIATION
OPERATING AS OAKLANDS PRIMARY SCHOOL PSA**

**STATEMENT OF ASSETS AND LIABILITIES
AS AT 31st AUGUST 2022**

Assets			<u>2022</u>		<u>2021</u>	
Debtors						
Calendar Outstanding						
Payment	-£	- -	-£	- -	-£	- -
Cash Funds						
Treasurers Account & Petty Cash	-£	14,204.00		-£	9,390.00-	
Business Bank Instant	-£	604.00	<u>14,808.00</u>	-£	604.00-	<u>9,994.00-</u>
Liabilities						
Y6 YearBook	-£	508.00-		-£	696.00-	
			<u>508.00-</u>		<u>696.00-</u>	

These accounts were approved on 13/09/2023 and signed on behalf of the Board of Trustees by:



Trustee
Mrs H Lakey

NOTES: 1) No amounts were paid to Trustees in the year other than bona fide reimbursements
2) The cost of equipment purchased is written off in the year of purchase
3) VAT is not reclaimable on expenditure made from this fund
4) Related Party. The fund exists to support the pupils of the school and may have transactions with both the School's Public Fund and unofficial (Rocket Club) Fund. The PSA generates most of its income from fundraising activities which take place on school premises. From time to time the school request that certain items be considered for funding by the PSA.