



# WCGS PTFA

Wallington County Grammar School  
Parents, Teachers & Friends Association

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2021 FOR WALLINGTON  
COUNTY GRAMMAR SCHOOL PARENTS, TEACHERS AND  
FRIENDS ASSOCIATION

REGISTERED CHARITY 1002095

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For the Year Ended 31 August 2021**

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## REPORT OF TRUSTEES

The Trustees present their report and financial statements for the year ended 31 August 2021.

### REFERENCE AND ADMINISTRATIVE DETAILS

1. The full name of the Association is Wallington County Grammar School Parents, Teachers, Friends Association. The working name is Wallington County Grammar School PTFA (“the PTFA”).

2. The PTFA is a registered Charity, number 1002095 and the registered address is Wallington County Grammar School, Croydon Road, Wallington, Surrey, SM6 7PH.

3. The Trustees were as follows:

- Jamie Bean: *President*
- Shaqib Arif: *Chair*
- Olga Koto: *Vice Chair*
- Jackie Gardiner: *Secretary*
- Vinai Haria: *Treasurer*
- Sarah Shah
- Nils Lofmark
- Stephen Jefferys
- Helen Jefferys
- Veshali Patel

4. The Independent Examiner is Miss Jenny Little



### STRUCTURE, GOVERNANCE, AND MANAGEMENT

5. Rules for the structure, management and governance of the PTFA are conferred in the Wallington County Grammar School PTFA Constitution. The PTFA's constitution was adopted on 19 September 1990, as amended on 29th September 1993, as amended on

6 December 2016 and 1 May 2018. The charity and constitution are registered with the Charity Commission.

6. The management and control of the PTFA is vested in a committee consisting of:

The President (or his/her representative) as ex officio Trustee

- The officers (Chair, Vice Chair, Treasurer and Secretary)
- Other elected members who together with the officers are the Trustees

7. The maximum number of Trustees is ten.

8. Parents and legal guardians of all children at the School are automatically members of the PTFA and are invited to attend general meetings which take place every month during term time. No business can be transacted at any meeting unless the quorum set out in the constitution is present and disbursements may only be made in accordance with the provisions of section 16 of the constitution.

9. The Trustees and officers are elected or appointed in accordance with the constitution. Only parents of pupils attending the school are eligible to stand for election as officers. All the activities of the PTFA are undertaken by unpaid volunteers.

10. The PTFA is a member of Parentkind, previously the Parent Teacher Associations UK, which provides a level of insurance cover for the participants at events and activities.

## **OBJECTIVES AND ACTIVITIES**

11. The object of the PTFA is to:

- i. Develop more extended relationships between the staff, parents and/or guardians and others associated with the school
- ii. Engage in the activities that support the school and advance the education of the pupils attending it and;
- iii. Provide and assist in the provision of the facilities for the education at the school (not normally provided by the Local Education Authority)

12. Unfortunately due to the continuing Covid-19 pandemic the PTFA could again not hold most of its usual events at school in 2021. Events and activities that would usually generate revenue for the PTFA include the Year 7 barbeque, second hand uniform sales throughout the year, fundraising social activities including Quiz Night, Murder Mystery Evening and Year 7 & 8 Disco. As parent evenings moved online, and school drama and musical events were again cancelled, our revenue generation was limited mainly to 100 Club and a mufti day.

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13. The PTFA provides volunteers to assist in the holding of 11+ familiarisation tests which are administered by WCGSPTFA Ltd, a wholly owned trading subsidiary of the charity run for the benefit of the PTFA. We were delighted to be able to run Familiarisation tests in 2021, albeit fewer sessions than in previous years.

14. PTFA Trustees have had regard to the Charity Commission guidance on public benefit. The Trustees complied with their duty to have due regard to the Charity Commission's Public Benefit guidance when exercising any powers or duties to which the guidance is relevant. In furtherance of the Charity's purposes for public benefit, the PTFA instructed WCGSPTFA Ltd to provide free places (up to a maximum of 5% of total test places) to candidates eligible for free

school meals or pupil premium.

## **ACHIEVEMENTS AND PERFORMANCE**

15. There have been no changes in the aims of the organisation of the PTFA during the year. All events held broke even or made a profit.

16. During the year the charity provided funding for various activities/departments including a contribution towards bids made by the PE, Music, Drama, Chemistry, Biology and Food Tech departments. Providing enhancements to the facilities and education of pupils at the School has a significant impact on many diverse families in a wide geographical area.

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## **FINANCIAL REVIEW**

### **Restricted Funds**

17. The amount of school fund donations received from parents directly into the PTFA account was £1,987. These are restricted funds intended for the school and were as in prior years, voted by the PTFA to be distributed to the school.

18. No amount was received in respect of Cricket Club donations.

19. An amount of £1,986 was received in respect of parental donations to show appreciation to the school staff for their hard work during a very challenging year. The SLT, in conjunction with the staff team, decided on how they would like to spend this. £200 was paid out this year with the balance to be paid in 2022.

20. Tax claimed in respect of gift aided donations totalled £756.

### **Unrestricted funds**

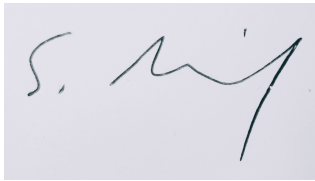
21. The PTFA received £4,182 of gross income during the year of which £nil was from donations from its wholly owned trading subsidiary. The Charity incurred expenditure of £15,254. At the year end cash at the bank was £137,818.

22. As the 2020 Familiarisation tests did not run, the PTFA loaned the wholly owned trading subsidiary £2,000 to cover costs incurred with cancelling these tests. The amount was loaned at commercial rates, and was paid back in the year ended 31 August 2021.

### **Capital commitments**

23. The PTFA have committed to provide the school with £100,000 funding upon approval of the CIF bid for an extension of the kitchen and library areas. The decision from the government is not due until April 2022.

Signed for and on behalf of the Trustees:



Shaqib Arif  
Trustee of WCGS PTFA  
Dated: 18 February 2022

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## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WALLINGTON COUNTY GRAMMAR SCHOOL PARENTS, TEACHERS AND FRIENDS ASSOCIATION**

I report to the trustees on my examination of the accounts of Wallington County Grammar School Parents, Teachers and Friends Association (the Trust) for the year ended 31 August 2021.

### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

## **BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## **INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

1. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or



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3. 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.

Name: Jenny Little

Address: 34 Florence Road, South Croydon, CR2 0PP

Dated: 31st January 2022



**STATEMENT OF FINANCIAL ACTIVITIES**  
For the year ended 31 August 2021

	Unrestricted £	Restricted funds			Total funds 2021 £	Total funds 2020 £
		School Fund £	Parental donations	Cricket Fund £		
<b>Incoming Resources</b>						
<b>Incoming Resources from Generated Funds</b>						
<b>Voluntary Income</b>						
School Fund Donations & Covenants	-	1,987	1,986	-	3,973	9,545
Tax recoverable on Covenants & Gift Aid	-	756	-	-	756	4,089
<b>Activities for Generating Funds</b>						
100 Club	1,590	-	-	-	1,590	2,187
Muftiday	1,134	-	-	-	1,134	1,067
2nd Hand Uniform Sales	162	-	-	-	162	297
Art Packs	-	-	-	-	-	56
Christmas Puddings	-	-	-	-	-	65
Easyfundraising & Amazon Smile	789	-	-	-	789	405
Junior Discos	-	-	-	-	-	880
Murder Mystery	-	-	-	-	-	1,055
School & House Plays	-	-	-	-	-	814
Refreshment sales	12	-	-	-	12	-
<b>Other Income</b>						
Donations received	-	-	-	-	-	92,146
Compensation from TSB	-	-	-	-	-	34
Interest received	496	3	-	-	499	708
<b>Total incoming resources</b>	<b>4,182</b>	<b>2,746</b>	<b>1,986</b>	<b>0</b>	<b>8,914</b>	<b>113,348</b>

**Resources Expended**  
**Cost of generating funds**

**Fund raising cost**

100 Club	-	-	-	-	-	400
Murder Mystery	-	-	-	-	-	1,017

**Charitable activities**

Cricket Coaching	-	-	-	-	-	2,940
Payable to WCGS	-	2,746	200	-	2,946	9,317
School Gifts - Library	1,000	-	-	-	1,000	3,069
School Gifts - English department	-	-	-	-	-	898
School Gifts – Sports	568	-	-	-	568	733
School Gifts – SEN	-	-	-	-	-	2,010
School Gifts – Music/Drama	2,193	-	-	-	2,193	1,500
School Gifts – Chemistry	2,809	-	-	-	2,809	-
School Gifts – Food tech	4,591	-	-	-	4,591	-
School Gifts – Biology	1,864	-	-	-	1,864	-
School Gifts – Other	1,872	-	-	-	1,872	-
School gifts - Refunds from school	-	-	-	-	-	(262)

**Expenses**

Subscriptions	176	-	-	-	176	175
Committee Gifts	-	-	-	-	-	62
Stock	25	-	-	-	25	701
Bank Charges & Expenses	60	-	-	-	60	59
PTFA Running Costs	96	-	-	-	96	15

**Total resources expended**

	15,254	2,746	200	-	18,200	22,633
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**Net incoming/(outgoing)**

	(11,072)	-	1,786	-	(9,286)	90,715
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**Fund balance at 1 September 2020**

	134,864	-	-	2,460	137,324	46,609
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**Balance c/fwd 31 August 2021**

	123,792	-	1,786	2,460	128,038	137,324
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**BALANCE SHEET as at 31 August 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Current Assets</b>		
Tax Debtor	-	-
Other debtors	-	450
Loan due from WCGS PTFA Ltd	-	2,000
Cash at bank	137,818	143,888
	<u>137,818</u>	<u>146,338</u>
 <b>Creditors: amounts falling due within one year</b>		
Due to Wallington County Grammar School	9,580	8,264
Other creditors	200	750
	<u>9,780</u>	<u>9,014</u>
 <b>Net current assets</b>	<u>128,038</u>	<u>137,324</u>
 <b>Creditors: amounts falling due after more than one year</b>		
Due to Wallington County Grammar School	-	-
 <b>Net assets</b>	<u><u>128,038</u></u>	<u><u>137,324</u></u>
 <b>Reserves</b>		
Unrestricted funds	123,605	130,428
Restricted funds	4,433	6,896
	<u><u>128,038</u></u>	<u><u>137,324</u></u>

## **ACCOUNTING POLICIES**

### **Basis of Preparation of Financial Statements**

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value. The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), applicable accounting standards and the Charities Act 2011.

**Taxation** The PTFA is a registered charity and therefore is not liable for income tax or corporation tax on income derived from its charitable activities, as it falls within the exemptions available to registered charities.

The organisation makes a tax repayment claim in respect of donations received under the deed of covenant and gift aid. Transitional relief is included in this claim.

Value added tax is not recoverable by the charity, and as such is included in the relevant cost in the Statement of Financial Activities.

**Fund Accounting** Funds held by the PTFA are either:

- Unrestricted funds -these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Restricted funds- these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for particular restricted purposes.