



**Receipts and payments accounts**

For the period  
from

01/09/2024

To

31/08/2025

**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>					
Christmas Bazaar	10,330	-	-	10,330	10,254
Summer BBQ	11,227	-	-	11,227	12,539
Leavers' Disco	850	-	-	850	770
Elfridges	1,668	-	-	1,668	1,320
Cake & Hotdog Sale	1,339	-	-	1,339	635
Uniform Sale	1,105	-	-	1,105	635
School Disco	1,475	-	-	1,475	1,230
Family Quiz	141	-	-	141	-
Quiz Night	502	-	-	502	687
Estate Agent Advertising	1,300	-	-	1,300	-
Ice Cream Sale	872	-	-	872	-
Team Amherst Merchandise	2,236	-	-	2,236	2,062
Riverhead Carnival	433	-	-	433	315
Valentines Raffle	-	-	-	-	51
Silent Auction	-	-	-	-	607
Spring Ball	5,250	-	-	5,250	6,462
Bank Interest	1,518	-	-	1,518	531
Match Funding	9,426	-	-	9,426	4,422
Cashback Schemes	832	-	-	832	-
Donation	231	-	-	231	174
Miscellaneous	-	-	-	-	367
<b>Sub total (Gross income for AR)</b>	<b>50,735</b>	<b>-</b>	<b>-</b>	<b>50,735</b>	<b>43,061</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>50,735</b>	<b>-</b>	<b>-</b>	<b>50,735</b>	<b>43,061</b>
<b>A3 Payments</b>					
Christmas Bazaar	1,553	-	-	1,553	1,234
Summer BBQ	5,529	-	-	5,529	5,434
Leavers' Disco	781	-	-	781	759
Elfridges	624	-	-	624	1,085
Cake & Hotdog Sale	123	-	-	123	-
School Disco	344	-	-	344	415
Quiz Night	50	-	-	50	-
Family Quiz	79	-	-	79	-
Ice Cream Sale	355	-	-	355	-
Team Amherst Merchandise	1,708	-	-	1,708	1,547
Riverhead Carnival	-	-	-	-	-
Valentines Raffle	-	-	-	-	13
Staff Gifts	550	-	-	550	550
Parent Kind Membership	162	-	-	162	153
Miscellaneous	568	-	-	568	142
Donations to Amherst School	46,393	-	-	46,393	14,559
<b>Sub total</b>	<b>58,819</b>	<b>-</b>	<b>-</b>	<b>58,819</b>	<b>25,891</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>58,819.00</b>	<b>-</b>	<b>-</b>	<b>58,819.00</b>	<b>25,891</b>
<b>Net of receipts/(payments)</b>	<b>(8,084.00)</b>	<b>-</b>	<b>-</b>	<b>(8,084.00)</b>	<b>17,170</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>70,861.00</b>	<b>-</b>	<b>-</b>	<b>70,861.00</b>	<b>53,691</b>
<b>Cash funds this year end</b>	<b>62,777.00</b>	<b>-</b>	<b>-</b>	<b>62,777.00</b>	<b>70,861</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 A/C	1,068	-	-
	Deposit A/C	26,989	-	-
	Notice A/C	34,719	-	-
	PayPal	1	-	-
		-	-	-
	<b>Total cash funds</b>	<b>62,777</b>	<b>-</b>	<b>-</b>

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


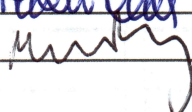
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

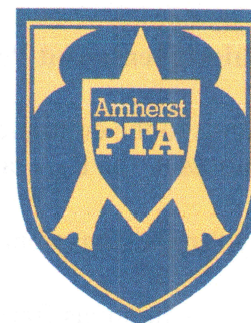
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	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
	ANDREW REID	7/10/25
	MATTHEW PENNY	7/10/28

**Amherst School PTA**  
**Annual report for the financial year ending 31<sup>st</sup> August 2025**  
**Registered charity number 1002301**



**Trustees Annual Report**

Amherst School PTA  
Witches Lane,  
Sevenoaks  
TN13 2AX

<b>Officers</b>	<b>Name</b>	<b>Dates acted if not for whole year</b>
Chair	Lydia Sage	
Vice Chair	Natasha Liow	
Secretary	Alexandra Evans	01-Sep-24 to 10-Jan-25
Secretary	Amanda Pearce	05-Feb-25 to 31-Aug-25
Treasurer	William Penry	

<b>Other</b>	<b>Name</b>	<b>Dates acted if not for whole year</b>
Trustee/Headteacher	Andrew Reid	
Trustee	Anna Patten	01-Sep-24 to 13-Nov-24
Trustee	Tom Kennedy	
Trustee	Helen Buttivant	
Trustee	Katharine Ghela	12-Nov-24 to 31-Aug-25

**Structure, Governance and Management**

Amherst School PTA is governed by its Constitution that was updated in November 2024. Membership includes all parents/guardians and teaching staff.

The Association is managed by a Committee of Trustees, comprising the Chair, Vice-Chair, Secretary, Treasurer, and other elected Members. Trustees are elected annually at the AGM (with Officers limited to five years in role). The Committee must have a minimum of five Trustees, including at least one member of the teaching staff.

Trustees meet each term, may co-opt members to fill vacancies, and oversee finances, activities, and compliance with charity law.

**Objectives and Activities**

The PTA's aim is to advance pupils' education by fostering strong links between staff, parents, and the community; supporting the school through events and initiatives; and providing facilities or resources not normally supplied by the Local Authority.

## Achievements and Performance

Thanks to the continued work of the Committee, the unwavering support of our parents and local businesses, the PTA raised £38,309 during the year.

Key fundraising events for 2024/5:

Christmas Bazaar	£8,777
Summer BBQ	£5,698
Spring Ball	£5,250
After-School Sales	£2,838
School Disco	£1,131
Elfridges	£1,044

In addition to the profits above the PTA raised the following amounts during the year:

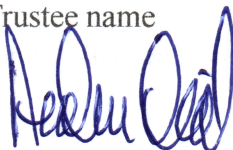
Match Funding	£9,426
Bank Interest	£1,518
Estate Agent Advertising	£1,300
Cashback Schemes	£832

The PTA donated £46,393 to Amherst School during the year to fund the replacement of the IT suite, travel costs of the annual school pantomime trip, plus contributions towards the Christmas lunch and sports day.

Unrestricted cash funds of £62,777 were available at the financial year end.

Approved by the Trustees on 7<sup>th</sup> October 2025 and signed on their behalf by:

Trustee name



ANDREW RED 7.10.25



**Section A Independent Examiner's Report**

**Report to the trustees**

Charity Name  
Amherst School PTA

**On accounts for the year ended**

31 August 2025	<b>Charity no (if any)</b>	1002301
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**Set out on pages**

Receipts and Payments Accounts

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2025.

**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.

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.

<b>Signed:</b>		<b>Date:</b>	30 September 2025
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**Name:** Hannah Diddams

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

The Institute of Chartered Accountants in England and Wales

**Address:**

17 High Street  
Brasted  
Kent TN16 1JA

**AMHERST SCHOOL PTA****Trustee Annual Report for Year Ending 31st August 2025**

Charity Number 1002301

APPROVED BY INDEPENDENT EXAMINER

	24/25			23/24			Change	
	Income	Expense	Net	Income	Expense	Net	Net £	Net %
£								
<b>Fund Raising Activities</b>								
Christmas Bazaar	10,330	(1,553)	8,777	10,254	(1,234)	9,020	(243)	(3%)
Summer BBQ	11,227	(5,529)	5,698	12,539	(5,434)	7,105	(1,407)	(20%)
Spring Ball	5,250	-	5,250	-	-	-	5,250	
Match Funding	9,426	-	9,426	4,422	-	4,422	5,004	113%
Cake & Hotdog Sale	1,339	(123)	1,216	635	-	635	581	91%
Uniform Sale	1,105	-	1,105	635	-	635	470	74%
Estate Agent Advertising	1,300	-	1,300	-	-	-	1,300	
Cashback Schemes	832	-	832	-	-	-	832	
Ice Cream Sale	872	(355)	517	-	-	-	517	
School Disco	1,475	(344)	1,131	1,230	(415)	815	316	39%
Miscellaneous	-	(567)	(567)	367	(142)	225	(792)	(352%)
Quiz Night	502	(50)	452	687	-	687	(235)	(34%)
Family Quiz	141	(79)	62	-	-	-	62	
Silent Auction	-	-	-	607	-	607	(607)	(100%)
Team Amherst Merchandise	2,236	(1,708)	527	2,062	(1,547)	515	12	2%
Riverhead Carnival	433	-	433	315	-	315	118	38%
Elfridges	1,668	(624)	1,044	1,320	(1,085)	235	809	344%
Staff Gifts	-	(550)	(550)	-	(550)	(550)	0	0%
Valentines Raffle	-	-	-	51	(13)	38	(38)	(100%)
Donation	231	-	231	174	-	174	57	33%
Leavers' Disco	850	(781)	69	770	(759)	11	58	526%
	<b>49,216</b>	<b>(12,263)</b>	<b>36,953</b>	<b>36,068</b>	<b>(11,179)</b>	<b>24,889</b>	<b>12,064</b>	<b>48%</b>
<b>Payments to Charitable Activities</b>								
Donations to Amherst School	-	(46,393)	(46,393)	-	(14,559)	(14,559)	(31,834)	219%
<b>Investment Income</b>								
Bank Interest	1,518	-	1,518	531	-	531	987	186%
<b>Governance Costs</b>								
Parent Kind Membership	-	(162)	(162)	-	(153)	(153)	(9)	6%
<b>Total Movement in Funds</b>	<b>50,734</b>	<b>(58,818)</b>	<b>(8,083)</b>	<b>36,599</b>	<b>(25,891)</b>	<b>10,708</b>	<b>(18,791)</b>	<b>(175%)</b>
Cash & Receivables at Start of Year			70,861			60,153		
Cash & Receivables at End of Year			62,777			70,861		
<b>Movement in Cash</b>			<b>(8,083)</b>			<b>10,708</b>		

To be agreed by Trustees by show of hands at the AGM