



Trustees' Annual Report for the period

From 1st January 2025 **Period start date**
To 31st December 2025 **Period end date**

Charity name: MEADOW PRIMARY SCHOOL PTA

Charity registration number: 1006153

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 (the objects) is to advance the education of pupils in the school in particular by: 1. Developing effective relationships between the staff, parents and others associated with the school 2. Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils
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	Our main fundraisers continue to be the annual summer fair, children's discos and fireworks events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees of Meadow Primary School PTA are aware of 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	n/a
Policy on social investment including program related investment	Para 1.38	n/a
		n/a

Contribution made by volunteers	Para 1.38	
Other		n/a

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	We have strived to ensure good value and inclusivity at school events by keeping prices as low as possible. While small incremental increases were necessary due to rising costs of food, drinks, and event expenses in the current economic climate, we remain committed to affordability for all. The PTA achieved another successful year by the many hours put in by the committee members and wider parents. We raised money for Macmillan Cancer at a coffee morning and held 9 events this year, and a raffle – including, Krispy Kreme sales, Ice Cream Friday, Summer Fair, Mufti days, Fireworks, Disco's and Christmas refreshments. With the funds, we were able to support school initiatives with significant investment into such as, Year 6 yearbooks, Christmas presents for each classrooms providing wet play and other resources, reading books and school equipment. In addition, a number of student enrichment activities were funded including an all-school drumming workshop and Easter Egg Hunt.

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	We raised £19,254 in fundraising event and invested ££6,332 in school projects. At year end, the charity had funds of £43,437.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We keep enough funds to cover the pledges made to school projects, emergency requests for funds from the school and additional funds to support projects where no fundraising can be held (such as in covid years) to ensure consistent benefit to our school.
Amount of reserves held	Para 1.22	£24,000 (with £19,000) available for spending on school projects in the upcoming year
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	No concerns

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		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Parentkind Model Constitution adopted 6 th December 2024
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	An Association consisting of all parents/carers and teachers involved with the school, led by a committee of a minimum of 2 trustees, elected annually
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 nominated prior to the Annual General Meeting and elected through a voting process held at the meeting in January each year.

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	All trustees give their time voluntarily and receive no remuneration or other benefits. All trustees follow all school policies and procedures
Relationship with any related parties	Para 1.51	We are members of Parentkind which provides helpful advice and fundraising ideas and also provides our Public Liability insurance
Other		

Reference and Administrative details

Charity name	Meadow Primary School PTA
Other name the charity uses	n/a
Registered charity number	1006153
Charity's principal address	Meadow Primary School Sparrow Farm Road Stoneleigh Surrey KT17 2LW

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	Emma Rothwell	Co-Chair	1st January 2025 - 31st December 2025	
2	Rosie Lockey	Secretary	1st January 2025 - 31st December 2025	
3	Angela Robledo Quesada	Procurement	1st January 2025 - 31st December 2025	
4	Samantha Tuff	Co-Chair	1st January 2025 - 31st December 2025	
5	Abigail Hope	Treasurer	1st January 2025 - 31st December 2025	
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Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

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
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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)		
Full name(s)	Abigail Hope	Angela Robledo Quesada
Position (eg Secretary, Chair, etc)	Treasurer	Procurement
Date	17 th March 2026	

BALANCE SHEET 2025

Total

Bank Accounts

£43,436.86

Balance of Current Account

£19,254.36

Opening Balance 01.01.25

£4,848.49

Deposits

£43,294.36

Withdrawals

-£28,888.49

Internal movement

£0.00

Balance of Base Rate Account

£24,182.50

Opening Balance 01.01.25

£23,868.39

Internal movement

£0.00

Savings Account interest

£314.11

Uniform Committee Balance

-£684.80

-£684.80

Carried forward 2023

-£274.26

Carried forward 2024

-£477.53

Net Income 2025

£66.99

Yr 6 Meadowfest Leavers Committee

-£2,371.63

-£2,371.63

Gross Income 2025

-£6,436.22

Gross Expense 2025

£4,064.59

CLOSING TOTAL

£40,380.43

INCOME STATEMENT 2025

FUNDRAISING INCOME

Admin

£0.00

£0.00

Float

£0.00

Events Income

-£40,472.32

-£40,472.32

January Disco's

-£3,300.93

Summer Fair 2025

-£18,254.77

Summer Fair Raffle

-£2,151.38

Krispy Kreme Doughnuts 16.05.25

-£600.13

Break the rules mufti day 23.05.25

-£365.66

Ice Cream Friday (13.6.25)

-£382.10

Ice Cream Friday (18.07.25)

-£376.50

Fireworks

-£14,351.20

Bookclub

-£263.55

Xmas Carols

-£426.10

Other Income

-£546.03

-£546.03

Commissions (Easyfundraising, Stikins)

-£201.92

Rental Party Pack & Other

-£30.00

Bank Account interest

-£314.11

TOTAL INCOME

-£41,018.35

FUND RAISING EXPENSES

Admin	£527.96	£527.96
Memberships & Licences	£197.59	
Miscellaneous spend/PTA investment	£330.37	
Event Expenses	£21,742.88	£21,742.88
January Disco's	£726.68	
Summer Fair 2025	£11,219.16	
Summer Fair Raffle	£266.69	
Krispy Kreme Doughnuts 16.05.25	£399.22	
Ice Cream Friday (13.06.25)	£144.32	
Ice Cream Friday (18.07.25)	£132.58	
Fireworks	£8,672.50	
Xmas Carols	£181.73	
Donations	£6,332.17	£6,332.17
Christmas presents 2025	£1,182.52	
School Council Budget	£366.16	
Easter Egg Hunt	£232.85	
Drumming Workshop	£700.00	
Year 6 Leavers books	£1,571.76	
Slow Cookers	£85.71	
Spell Checkers	£1,173.33	
Colour Band Books	£989.84	
Christmas Hoop Prizes	£30.00	
TOTAL EXPENSES		£28,603.01
NET FUNDRAISING		-£12,415.34
Trial balance check: Movement in balance sheet		£12,415.34
	Difference	£0.00



**Independent examiner's report on
the accounts**

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Meadow Primary School PTA

**On accounts for the year
ended**

31/12/2025	Charity no (if any)	1006153
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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 31/12/2025.

**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; 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:

Paul Huitson

Date:

21 Feb 2026

PAUL HUITSON

Name: Paul N J Huitson

Relevant professional qualification(s) or body (if any): N/A

Address: 207 London Road
KT17 2BU

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.**

