



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Sept	2023		31	August	2024

Section A Reference and administration details

Charity name Shiplake School Parent Teacher and Friends Association

Other names charity is known by Shiplake PTFA

Registered charity number (if any) 1009978

Charity's principal address

Shiplake CE Primary School
Memorial Avenue, Shiplake
Henley-Upon-Thames, Oxon
Postcode RG9 4DN

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	Nicola Dyer	Chair		
2	Graham Gold	Treasurer		
3	Sally Howland	Secretary		
4	Nicola MacCartney		Elected 24/09/2024	

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Unincorporated Charity

Trustee selection methods
(eg. appointed by, elected by)

Elected at the Annual General Meeting

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives of the association are to advance the education of pupils of the school, in particular by:

- 1) Developing effective relationships between the staff, parents & others associated with the school
- 2) Engage in activities to raise funds to provide facilities or equipment which support the school and advance the education of the pupils

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

To meet its objectives, the PTFA has continued to organise a range of events for the pupils, staff, parents and others associated with the school, designed to raise funds for the school (see section D). In addition, the PTFA raises money for the school through receiving voluntary donations, most of which are given on a monthly basis by parents of current pupils in the school.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. From the responses and thanks that we get from the School's Governors, teachers and parents there is no doubt in the Trustees minds that we are meeting the Commissions requirements in that area.

Although our activities are primarily aimed at raising additional funding for the school, we also try to build an environment around the school so that pupils and their parents feel a close connection to the school and part of its family as well as part of the wider Shiplake community

Summary of the main achievements of the charity during the year

During the year, the association raised £30,301 (net) via various forms of fundraising.

The individual fundraising activity which raised the most money was Donations from parents which raised £6,179. Gift Aid on these voluntary donations was claimed where possible and produced £2,089.

Other successful events in raising significant funds were the Summer Fayre and the Christmas Fayre, both of which raised over £2000 (net).

An event which had previously raised significant funds is the Promise Auction. This event was run again during 2023-24, but under the auspices of the school rather than as a PTFA event, so the funds did not pass into the PTFA account.

As a result of the funds raised, £19,700 was donated to Shiplake C of E Primary School during the year

Section E Financial review

Brief statement of the charity's policy on reserves	The charity's policy is to have sufficient funds to meet the expenses of the next couple of events. Recently we have made donations to the school when they have specifically requested it. Those occasions seem to occur around the school's year end 31 st . March and at the end of the calendar year
Details of any funds materially in deficit	N/A

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Graham Gold</i>	
Full name(s)	GRAHAM TREVOR GOLD	
Position (eg Secretary, Chair, etc)	TREASURER	
Date	27/06/2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Shiplake School Parent Teachers & Friends Association

No (if any)
1009978

Receipts and payments accounts

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For the period from	Period start date 01-Sep-23	To	Period end date 31-Aug-24
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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 £
A1 Receipts					
Donations	18,186	-	-	18,186	9,610
Fundraising events	12,115	-	-	12,115	13,522
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
Sub total (Gross income for AR)	30,301	-	-	30,301	23,132
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total receipts	30,301	-	-	30,301	23,132
A3 Payments					
Cost of fundraising events	2,954	-	-	2,954	3,633
Insurance	153	-	-	153	140
Grants & Donations	19,700	-	-	19,700	23,500
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
Sub total	22,807	-	-	22,807	27,273
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	22,807	-	-	22,807	27,273
Net of receipts/(payments)	7,494	-	-	7,494	- 4,141
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	10,017	-	-	10,017	-
Cash funds this year end	17,511	-	-	17,511	- 4,141

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 £
B1 Cash funds	Cash at Bank	17,511	-	-
		-	-	-
		-	-	-
	Total cash funds	17,511	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		0	-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>Graham Gold</i>	GRAHAM TREVOR GOLD	27/06/2025	

I report to the trustees on my examination of the accounts of the Shiplake School Parent Teacher and Friends Association (the Association) for the year ended 31 August 2024.

Responsibilities and basis of report

As the charity trustees of the Association 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 Association'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 Association 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 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: 

Name: Will Johnson

Relevant professional qualification or membership of professional bodies: ICAEW Chartered Accountant

Address: Garden Cottage, Gillotts Lane, RG9 4AY

Date: 29/6/2025