



# **CHIDDINGSTONE PRIMARY SCHOOL PARENT TEACHER ASSOCIATION**



# Information

## Trustees

Mrs R Streatfeild (resigned 31 August 2023)

Mrs Kate Haysom (appointed 1 September 2023)

Mrs L Clarke

Mrs S Potter (resigned 22 September 2022)

Mrs B Thomas

Mrs F Watson (appointed 4 October 2023)

## Charity Number

1013823

## Address

Chiddingstone Church of England School

Chiddingstone

Edenbridge

Kent

TN8 7AH



# Contents

Trustee's Annual Report	2 to 4
Receipts and Payments Accounts	5
Independent Examiner's Report	6

## **Trustee's Annual Report For the Year Ended 31 August 2023**

The trustees present their report and accounts for the year ended 31 August 2023.

### **Constitution**

The Chiddingstone Primary School Parent Teacher Association is a registered charity 1013823 and is governed by an updated constitution which was adopted on 25 June 2018.

### **Objects of the Association**

The object of the Association is to advance the education of the pupils in the school. In furtherance of this object the Association may:

- 1) Develop more extended relationships between the staff, parents and others associated with the school.
- 2) Engage in activities which support the school and advance the education of the pupils attending it.
- 3) Provide and assist in the provision of facilities for education at the school (not normally provided by the Local Education Authority).

### **Trustees and Governance**

The following trustees held office since 1 September 2022:

R Streatfeild (Head Teacher) resigned 31 August 2023  
K Haysom (Head Teacher) appointed 1 September 2023  
L Clarke (School Finance)  
S Potter (Treasurer) resigned 22 September 2022  
B Thomas (Treasurer)  
F Watson (Treasurer) appointed 4 October 2023

Trustees are elected at the Annual General Meeting and serve until the commencement of the next Annual General Meeting. Nominations shall be proposed and seconded by members and may be made any time prior to commencement of the Annual General Meeting. Vacancies may be filled by co-option until the next Annual General Meeting.

# Trustee's Annual Report

## For the Year Ended 31 August 2023

### Continued

#### Activities, Achievements and Plans for Future Periods

The aim of the PTA is to support the school both practically and financially through fundraising events and to facilitate a strong relationship between the parents and the teachers.

This year the PTA donated a total of £18,695 to the school. This covered leasing payments for the school minibus, together with donations for IT equipment, outdoor play equipment and a new PA system. On providing the donations, the trustees have considered the Charity Commission guidance on public benefit.

We started the academic year with a general air of positivity despite the ongoing cost of living crisis. With our two co-Chairs continuing the fantastic work they achieved in 2021/22, they quickly mapped out the events for the year and got the new PTA reps up to speed on their tasks for the year.

Term 1 is always fairly quiet due to the new starters in Reception, and those taking the 11+ in Year 6. The death of the Queen led to a somewhat sombre feeling for the first few weeks - in this time the school reflected on the wonderful work she achieved in her life and gave thanks for her sense of duty.

To kick off the fundraising year, some children entered into the LIDL Tough Mudder challenge in September, and their sponsorship raised £471 for the PTA. The PTA provided refreshments at the Harvest Festival Service, raising £82.

Term 2 is notoriously a busy one for all as we gear up for Christmas.

The November Glow Disco was thoroughly enjoyed by the children and raised a whopping £812. We had a Bag2School collection raising £208 and the Children's artwork for Christmas Cards raised £250.

Children were able to enjoy pantomime productions either at school or at the theatre and the PTA were very happy to be able to donate money towards ice creams as a treat for the children and cover the cost of the travel to/from theatres, with the PTA donating £1,011 in total to cover this and decorations for the school Christmas lunch.

The Christmas Wreath Workshop hosted by Katie Grant resulted in a £120 donation.

The Chiddingstone Recipe book proved to be a massive project, special thanks to Caroline Mace and Lisa Silander for their hard work - the project raised over £930. The recipe books ready in time for the Christmas Fair and proved to be very popular!

At the start of December we held our Christmas Fair, which was a huge success and raised just under £2,500 (excluding the Recipe Book profits)! Special thanks to Lucy and Lauren here for all the thought and effort in organising this - it is always a lot of work but a brilliant event to get everyone feeling Christmassy!

The Key Stage 1 nativity and Key Stage 2 carol concert were enjoyed by all, with refreshments provided by the PTA raising £462, and the Governors once again showed their generosity in donating prizes for the Christmas raffle which raised £637.

Into the New Year, Year 3 reps organised a fabulous Quiz Night - a very enjoyable evening had by many parents and staff - raising £1,246 for the PTA.

In Term 4 we were lucky enough to be treated to a wonderful Circus themed ball, including live performers and some brilliant costumes. The Y6 Ball Committee did a superb job on the night and I'm thrilled to report that the Ball raised just over £11,300 for the PTA.

In Term 5 the PTA decorated the playground for a wonderful Coronation Event and also organised Coronation Tea Towels, which raised £820. A Bag2School event raised £110. The Term ended with a brilliant Maypole - Mrs Streatfeild's last maypole event and one that will be remembered for the fantastic staff performance. This event raised £460 for the PTA.

Term 6 is another busy one with quite a few big events. Sports Day at the end of June raised £870 and with the return of the BBQ and bar at the open evening a further £1,067. We rounded off the year with the Summer Production, which was a wonderful send off for Mrs Streatfeild and the outgoing Year 6, which raised £1,531.

# Trustee's Annual Report

## For the Year Ended 31 August 2023

### Continued

Throughout the year we've had second hand uniform sales which have generated £441. '50p Fridays' throughout the year have raised £621.

As well as our PTA events, we've had many adhoc Charitable Donations amounting to: £668. Some of this is offset by the donation the PTA makes to Chiddingstone Village Sports Association of £500.

The Giving Machine and Amazon donations throughout the year totalled £270. Unfortunately Amazon donations are no more but the Giving Machine remains a fantastic way to donate without spending any more than you would - for anyone here, if you haven't signed up, please do and spread the word – it's literally free money as you shop.

We also received £1,000 in Matched Funding from a school parent's employer. This is a fantastic way to raise money for the PTA without doing anything "extra" - simple volunteer as usual and the employer will match what is raised at the event, usually with a cap. I urge you all to ask your employer if they are part of this scheme as many employees don't know!

The PTA have donated £12,500 for an upgrade of the IT equipment for the school in the last academic year. One other of the wish list items, was to fund a new stage and outside benches, which totalled £5,500 and was completed in time to use for the Summer Production.

We're thrilled to have had a great year of fundraising - raising nearly £28,000 and we are excited to work towards another successful year.

As always, a huge thank you to all parents for your continued support.

### Policies

The Association does not make investments, all funds being held in a non-interest bearing bank current account.

The Association aims to distribute funds to the school on a timely basis whilst maintaining a sufficient level to meet day to day operating requirements.

I declare, in my capacity of charity trustee, that the trustees have approved the report above and have authorised me to sign it on their behalf.



**Mrs B Thomas**

**Trustee**

**Date: 26<sup>th</sup> June 2024**

## Receipts and Payments Account for the Year Ended 31 August 2023

	Year Ended 31 August 2023	Year Ended 31 August 2022
	£ Unrestricted Funds	£ Unrestricted Funds
<b>Receipts</b>		
Donations	668	880
Fundraising events including gift aid receipts	43,574	35,958
Grants	-	-
	-----	-----
Total Receipts	44,242	36,838
<b>Payments</b>		
Cost of fundraising events	20,922	11,875
Charitable payments to/for school: Administration	18,695	15,304
	441	166
	-----	-----
Total Payments	40,058	27,345
	-----	-----
<b>Net Receipts/ (Payments)</b>	4,184	9,493
<b>Cash Funds Last Year End</b>	15,300	5,807
	-----	-----
<b>Cash Funds This Year End</b>	19,484	15,300
	=====	=====
<b>Statement of Assets and Liabilities at Year End</b>		
Cash at bank	19,484	15,300
	=====	=====

Approved by the board of trustees:

Mrs B Thomas

Date:

# Independent Examiner's Report to the Trustees of Chiddingstone Primary School Parent Teacher Association for the Year Ended 31 August 2023

I report to the trustees on my examination of the accounts of Chiddingstone Primary School Parent Teacher Association ('the Trust') as set out on page 5.

## Responsibilities and Basis of Report

As the 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 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:

- 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.
- 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.

Brooks Carling Accountants Ltd  
Highview House, 1<sup>st</sup> Floor  
Tattenham Crescent  
Epsom  
Surrey  
KT18 5QJ

Date: June 2024