

Charity Registration No. 1014634

**ALWYN & COURTHOUSE SCHOOLS
PARENT TEACHER ASSOCIATION**

**TRUSTEES' REPORT AND UNAUDITED
ACCOUNTS FOR THE YEAR ENDED 31
AUGUST 2022**

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees:

K Lathwell

V Davis

C Riches

S Tarbuck

Hon. President

N Hart

(Executive Head Courthouse Junior School and Alwyn Infants School)

Hon. Chairpersons

K Lathwell

V Davis

Hon. Treasurer

C Riches

Hon. Secretary

S Tarbuck

Charity number 1014634

Principal addresses:

Alwyn Infant School Mulberry Walk Maidenhead Berkshire SL6 6EU

Courthouse Junior School Blenheim Road Maidenhead Berkshire SL6 SHE

Independent examiner: S Waters ACA

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Balance sheet	7
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TRUSTEES' REPORT **FOR THE YEAR ENDED 31 AUGUST 2022**

The Trustees present their report and accounts for the year ended 31 August 2022. The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and the Charities SORP (FRS 102).

Structure, governance and management

The Charity was registered on 8 October 1992 and is governed by a constitution adopted on 23 September 1992 then amended on 10 November 2008.

In a Parent Teacher Association, membership consists of the parents, guardians or carers of any pupil currently attending the schools, parent staff plus teaching and non-teaching staff currently employed by the schools. All Trustees are elected at the Annual General Meeting at the beginning of each academic year in September. At the end of each year the Trustees automatically stand down and then need to re-stand for election if they wish to serve for the following year.

The Trustees who have served since 1 September 2021 for the relevant academic year are as follows:

Academic years served

K Lathwell	Hon Chairperson (joint)	2021/22	2022/23
V Davis	Hon Chairperson (joint)	2021/22	2022/23
S Tarbuck	Hon. Secretary	2021/22	2022/23
C Riches	Hon. Treasurer	2021/22	2022/23

Committee Members

H Tucker	Committee Member	2021/22	2022/23
D Shaw	Committee Member	2021/22	2022/23
L Ridley	Committee Member	2021/22	2022/23
C Smith	Committee Member	2021/22	2022/23
D Nayar	Committee Member	2021/22	2022/23
L Mappley	Committee Member	2021/22	
L Griffin	Committee Member	2021/22	
S Hanna	Committee Member	2021/22	2022/23
S Poole	Committee Member	2021/22	2022/23
F Lawrence	Committee Member	2021/22	2022/23
S Tucker	Committee Member		2022/23
F Viney	Committee Member		2022/23
S Curran	Committee Member		2022/23
S Smedley	Committee Member		2022/23
A Richbell	Committee Member		2022/23

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF ALWYN & COURTHOUSE SCHOOLS PARENT TEACHER
ASSOCIATION**

I report on the accounts of the Charity for the year ended 31 August 2022, which are set out on pages 7 to 12.

Respective responsibilities of Trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed Simon Waters

Dated: 22nd June 2023

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022

The Charity currently has a committee of 14 members who meet at least 3 times during the course of the year. The committee are responsible for the strategic direction and policy of the Charity.

The Trustees have assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks:

Objectives and activities

The Charity's objects are to advance the education of pupils in the schools by developing effective relationships between the staff, parents and others associated with the school as well as engaging in activities or providing facilities or equipment which support the schools. The Trustees have paid due regard to guidance on public benefit issued by the Charity Commission in deciding what activities the Charity should undertake.

The Charity is entirely dependent upon the continuing help of volunteers, normally parents with children attending the schools and teachers.

Achievements and performance

Over the year volunteers took part in various fund raising activities which raised a net income of £21,588. An increase on the previous year was a second year as events returned after the ending of Coronavirus restrictions. The funds raised is a fantastic achievement and testament to the hard work and support of parents and teachers at both schools.

Funds raised over the financial year are split as follows:

Single school participation events - Funds allocated to that school only

Joint school participation events - Funds are split between the two schools. For the year ended 31 August 2022, Courthouse received 61% of the funds and Alwyn 39%. The split is in accordance with the number of the children attending the two schools and is reviewed annually.

Financial review

At the end of each financial year, the net income and any service costs are designated to each school as per the agreed allocation rules. The funds are then available to be spent by each school on charitable activities that are agreed in advance with the Trustees. It is the policy of the Charity that at all times a reserve of £1,000 is maintained as part of the designated funds to ensure the Charity can continue in its fundraising activities. This level of reserve has been maintained throughout the year.

On behalf of the Board of Trustees

C Riches
Trustee, Treasurer
Dated

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STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE
ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	2022	2021
		£	£
Income and endowments			
Donations and legacies	2	223	320
Other trading activities	3	<u>32,632</u>	<u>13,730</u>
Total income and endowments		32,855	14,050
<u>Expenditure</u>			
	4		
Expenditure on raising funds	3	<u>11,267</u>	<u>5,809</u>
Net income		21,588	8,241
Expenditure on Charitable activities			
	4		
Service costs		1,483	629
Payments to schools		<u>11,931</u>	<u>12,767</u>
Total expenditure on Charitable activities		13,414	13,396
Net income/(expenditure) for the year/ Net movement in funds		8,175	(5,155)
Fund balances at 1 September 2021		20,084	25,240
Fund balances at 31 August 2022		28,259	20,084

**STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 AUGUST 2022**

	Notes	2022 £	2021 £
<u>Current assets</u>			
Stock	8	304	-
Debtors	9		
Cash at bank and in hand		<u>27,955</u>	<u>20,683</u>
		28,259	20,683
Creditors: amounts falling due within one year 10		<u>-</u>	<u>(599)</u>
Total assets less current liabilities		28,259	20,084
<u>Income funds</u>			
Unrestricted funds:			
Designated funds:	11	<u>28,259</u>	<u>20,084</u>
		28,259	20,084

The accounts were approved on behalf of the Trustees on 21/6/23


 K Lathwell
 Hon. Chairperson


 C Riches
 Hon. Treasurer

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention. The accounts have been prepared in accordance with applicable accounting standards, the Charities SORP (FRS 102) and the Charities Act 2011.

1.2 Income and endowments

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable.
- Incoming resources from fundraising events are accounted for when earned.
- The value of services provided by volunteers has not been included in these accounts.

1.3 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates;

Expenditure on raising funds comprise the costs associated with running the fundraising activities.

Expenditure on Charitable activities comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource.

1.4 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

2 Donations and legacies

	2022	2021
	£	£
Donations and gifts	223	320

Donations and gifts consists of amounts donated from employers of fundraising volunteers and donations through Charities Trust.

3 Other trading activities

	2022	2021
	£	£
Fundraising activities	32,632	13,730
Expenditure on raising funds	<u>(11,267)</u>	<u>(5,809)</u>
Net income	21,365	7,920

4 Total expenditure on Charitable activities

	2021	2020
	£	£
Expenditure on raising funds	11,267	5,809
Expenditure on Charitable activities		
<u>Service costs</u>		
Support costs	1,483	629
<u>Payments to schools</u>		
Activities undertaken directly	<u>11,931</u>	<u>12,767</u>
	<u>13,414</u>	<u>13,396</u>
	<u>24,681</u>	<u>19,205</u>

5 Support costs

	2022	2021
	£	£
General expenses	<u>1,483</u>	<u>629</u>
	1,483	629

These have increased as we started activity after a break during the pandemic. This required expenditure on a new BBQ and purchase of reusable token to facilitate cashless events.

6 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

7 Employees

There were no employees during the year.

8 Stock

2022	2021
304	-

Stock was Drinks and Snacks that were held over for events in 2022/23 and a raffle prize to be used in 2023. A stock take was carried out on Wednesday 14th September.

9 Debtors

	2022	2021
	£	£
Prepayments and accrued income	-	-

Accrued income is income from the Giving Machine and Parent donations via PayPal that was received after year end but related to this Financial Year.

9 Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals	-	599

Accrual is for Bank Charges for cash deposits received after year and an outstanding expenses payment to a committee member.

10 Designated funds

The income funds of the Charity include the following designated funds which have been set aside out of unrestricted funds by the Trustees for specific purposes:

Movement in funds

	Balance at 1st Sept. 2021	Incoming Resources	Resources Expended	Balance at 31st Aug 2022
	£	£	£	£
Alwyn Infant School	3,952	5,553	(180)	8,964
Courthouse Junior School	<u>16,493</u>	<u>14,553</u>	<u>(11,751)</u>	<u>19,295</u>
	20,085	20,106	(11,931)	28,259

Funds raised over the financial year are split and designated to each school as follows:

Singles school participation events - Funds allocated to that school only.

Joint school participation events - Funds are split between the two schools.

For the year ended 31 August 2020, Courthouse Junior School receives 61% of the funds and Alwyn Infant School receives 39%. The split is in accordance with the number of children attending the two schools and is reviewed annually



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Signed Simon Waters

Dated: 22nd June 2023

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On behalf of the Board of Trustees

C Riches
Trustee, Treasurer
Dated

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ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2022

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Total expenditure on Charitable activities		13,414	13,396
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**STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 AUGUST 2022**

	Notes	2022 £	2021 £
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Debtors	9		
Cash at bank and in hand		<u>27,955</u>	<u>20,683</u>
		28,259	20,683
Creditors: amounts falling due within one year 10		<u>-</u>	<u>(599)</u>
Total assets less current liabilities		28,259	20,084
<u>Income funds</u>			
Unrestricted funds:			
Designated funds:	11	<u>28,259</u>	<u>20,084</u>
		28,259	20,084

The accounts were approved on behalf of the Trustees on 21/6/23


.....
K Lathwell
Hon. Chairperson


.....
C Riches
Hon. Treasurer

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022

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Expenditure on raising funds comprise the costs associated with running the fundraising activities.

Expenditure on Charitable activities comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries.

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Fundraising activities	32,632	13,730
Expenditure on raising funds	<u>(11,267)</u>	<u>(5,809)</u>
Net income	21,365	7,920

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	2021	2020
	£	£
Expenditure on raising funds	11,267	5,809
Expenditure on Charitable activities		
<u>Service costs</u>		
Support costs	1,483	629
<u>Payments to schools</u>		
Activities undertaken directly	<u>11,931</u>	<u>12,767</u>
	<u>13,414</u>	<u>13,396</u>
	<u>24,681</u>	<u>19,205</u>

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	2022	2021
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General expenses	<u>1,483</u>	<u>629</u>
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These have increased as we started activity after a break during the pandemic. This required expenditure on a new BBQ and purchase of reusable token to facilitate cashless events.

6 Trustees

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There were no employees during the year.

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2022	2021
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Accrued income is income from the Giving Machine and Parent donations via PayPal that was received after year end but related to this Financial Year.

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For the year ended 31 August 2020, Courthouse Junior School receives 61% of the funds and Alwyn Infant School receives 39%. The split is in accordance with the number of children attending the two schools and is reviewed annually





Section A

Independent Examiner's Report

**Report to the trustees/
members of**

ALWYN & COURTHOUSE SCHOOLS
PARENT TEACHER ASSOCIATION

**On accounts for the year
ended**

31 August 2022

**Charity no
(if any)**

1014634

Set out on pages

7 to 12

(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 31/8/2022

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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 ~~(other than that disclosed below*)~~ in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do 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 order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Simon Waters

Date:

22nd June 2023

Name:

SIMON ANTHONY JOHN WATERS

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

ACA
ICAEW

Address:

15 CHALCRAFTS

ALTON

HAMPSHIRE

GU34 2HD

Only complete if the examiner needs to highlight 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.

[Empty disclosure box]