

CHARITY NUMBER **102552**
CHECKENDON SCHOOL ASSOCIATION

TRUSTEES ANNUAL REPORT

FOR THE YEAR END 31st AUGUST 2024

The Trustees of the Checkendon School Association (PTA) present their report together with the Independently Examined financial statements of the Charity for the year ended 31st August 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity's activities are governed by its constitution, which is adopted from Parentkind's model constitution.

Recruitment and appointment of new trustees

All parents and carers of pupils of the school are automatically members of the PTA. A welcome morning is held each July for new intake parents. PTA membership is also promoted throughout the year at fund raising events and PTA meetings. The school helps to promote the PTA via newsletters and communication from the headteacher.

Elected trustees (and committee) posts are filled annually at the Annual General Meeting and new parent/teachers are actively encouraged to stand for election.

Induction and training of new trustees

New trustees are inducted into the workings of the charity and its relationship to the school.

Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Trustees continue to review the principal areas of the charity's operations in order to identify risks that could affect the day-to-day operations of the charity. In the opinion of the trustees, the charity has established resources and review systems which, under normal conditions, should allow these risks to be mitigated to an acceptable level, in its day-to-day operations.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objective of the Charity is to engage in activities or provide facilities or equipment which support the school and advance the education of the pupils of Checkendon Primary School.

In furtherance of this objective, the charity may:

- Develop more extended relationships between the staff, parents and others associated with the school.
- Engage in activities which support the school and advance the education of the pupils attending it.
- Provide and assist in the provision of such facilities or items for education at the school (not normally provided from statutory funds) as the committee shall from time to time decide.

The principal activity for achieving the objective is to hold fundraising events within the premises of the school.

Statement on Public Benefit

The trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission, including public benefit guidance.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

In 2023/24 the charity generated £36,882 from fund raising activities, including CheckFest, the Christmas grotto, Car Boot sale and the RoofRun.

Aside from the purely financial benefits, the various activities of the charity helped to build closer relationships between the parents, teachers and children.

The money raised was used to enhance the school environment and the educational experience of the children in a number of ways, including supporting repairs to the school roof, Writing Week, Forest school equipment and IT equipment.

FINANCIAL REVIEW

Financial Results

The Association's opening balance was £17,485. It took in £36,882 in revenue and gave to the school £13,505. The balance grew by £15,588. In total, the profit from fundraising was £29,093. The main source of income of the charity is from fundraising activities.

Reserves Policy

The trustee's target a minimum level of free reserves of about £4000 which comfortably covers the cost of running an event and Association overheads.

Trustees' Responsibilities

Charity regulations require the Trustees to prepare accounts for each financial year which show the incoming resources and application of the resources of the Charity in the year.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Trustees



Sophy Rogers (Chair)

YEAR END ACCOUNTS :: 1ST SEPT 2023 - 31ST AUG 2024

OPENING BALANCE - 1st September 2023 **£17,484.96**

INCOME

FIREWORKS	£7,446.80	
CHRISTMAS ACTIVITIES	£1,945.09	
CARBOOT	£373.99	
EASY FUNDRAISING	£71.30	
DONUT FRIDAY	£1,302.51	
MISC	£563.61	
CHECKFEST '23	£0.00	
CHECKFEST 24	£11,938.42	
ROOF RUN	£13,240.30	
Total		£36,882.02

OUT GOINGS

FIREWORKS	£2,247.19	
CHRISTMAS ACTIVITIES	£1,361.78	
CARBOOT	£121.95	
EASY FUNDRAISING	£0.00	
DONUT FRIDAY	£263.05	
MISC	£754.47	
CHECKFEST '23	£964.53	
SCHOOL WISH LIST	£13,505.07	
CHECKFEST 24	£2,075.96	
ROOF RUN	£0.00	
Total		£21,294.00

CLOSING BALANCE - 31st August 2024 **£33,072.98**

PROFIT FROM FUNDRAISING EVENTS

FIREWORKS	£5,199.61	
CHRISTMAS ACTIVITIES	£583.31	
CARBOOT	£252.04	
EASY FUNDRAISING	£71.30	
DONUT FRIDAY	£1,039.46	
MISC	-£190.86	
CHECKFEST '23	-£964.53	
CHECKFEST 24	£9,862.46	
ROOF RUN	£13,240.30	
Total		£29,093.09

Account Growth	£15,588.02
24/25 Commitments	£5,921.45
Notional available Cash - not including reservations for expenditure	£27,151.53

Independent examiners report to the Trustees of Checkendon School Association (Charity Number 1025502)

I report to the charity trustees on my examination of the accounts of the Association for the year ended August 2024.

Responsibilities and basis of the Report:

As Trustees of the Checkendon School 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 accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charities Commission under section 145 (5) (b) of the 2011 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 Trust 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 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:

A handwritten signature in blue ink, appearing to be 'Hannah Pivonka', with a long horizontal stroke extending to the right.

Name: Hannah Pivonka MRICS

Address: Camilla, Kingwood Common, Henley on Thames, RG9 5NB

Date: 2 December 2024