



Trustees' Annual Report for the period

From 01st September 2023 To 31st August 2024

Charity name: South Farnham School Parents and Friends Association

Charity registration number: 1028238

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The charity's objectives, as set out in the General Constitution is to advance the education of pupils in the school in particular by:</p> <ul style="list-style-type: none">- Developing effective relationships between the staff, parents and others associated with the school.- 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	<p>In planning the activities for the year the trustees kept in mind the Charity Commission guidance on public benefit at the committee meetings.</p> <p>In order that the charity's objectives are fulfilled, the trustees have undertaken various fund raising activities during the year.</p> <p>The committee has worked hard this year undertaking events throughout the year which have all contributed to the success of the South Farnham School Parents and Friends Association.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The trustees have had due regard to the guidance issued by the charity commission on public benefit.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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	<p>The charity ran a number of very successful events during the year.</p> <p>The charity raised funds of £30,009 through fundraising and events during the year.</p> <p>The charity made a payment to benefit South Farnham School of £30,000.</p>

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	<p>The charity made income during the period of £44,631. This is a decrease on the prior year due to weather conditions at one of the main events offset by an increase in pricing.</p> <p>The charity had costs for the year of £14,622, this is a decrease on the prior year cost. The decrease was primarily due to the reduced income but also tighter management of event costs to try and reduce the impact of the general increase in the costs of running events and managing the charity.</p> <p>After the payment of £30,000 to South Farnham School the charity retained £9, which was transferred to its reserves.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are only held to fund events and for floats. A payment to the school is normally made annually.
Amount of reserves held	Para 1.22	£38,461
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 uncertainty

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	Constitution adopted 12 October 1992 as amended on 3rd November 2010.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
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	The Committee selects 5 of its number to be Trustees. They include the Chair (Head Teacher), a maximum of one Friend and up to 4 Parents. Committee members and Trustees are elected at the AGM and shall hold office until the next AGM. Elections are undertaken by a quorum (minimum 50%) of committee members in the general meeting.

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	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	South Farnham School Parents and Friends Association
Other name the charity uses	South Farnham PFA
Registered charity number	1028238
Charity's principal address	South Farnham School Menin Way Farnham GU9 8DY

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	Mrs E Franks (formerly Ms E Whitbourn)	Trustee & Chair		
2	Mrs A Chester	Trustee		
3	Mrs J Chambers	Trustee & Secretary		
4	Leslie Andrew Bishop	Trustee		
5	Mrs V Nye	Trustee	01/09/2023 - 24/01/2024	
6	Ms Claire Benham	Trustee & Treasurer	24/01/2024 - 31/08/2024	
7				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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
Name of chief executive or names of senior staff members (Optional information)			

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Alex Chester	Esther Franks
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Full name(s)	Mrs Alexandra Chester	Mrs Esther Franks
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Position (eg Secretary, Chair, etc)	Trustee	Trustee and Chair
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Date	15 January 2025
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CHARITY COMMISSION
FOR ENGLAND AND WALES

South Farnham School Parents & Friends
Association

1028238

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/09/2023

To

Period end date
31/08/2024

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Takings from Events	44,631.00	-	-	44,631	46,505
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	44,631	-	-	44,631	46,505
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,631	-	-	44,631	46,505
A3 Payments					
Cost of generating trust expenses	529	-	-	529	732
Fund raising trading costs for events	14,093	-	-	14,093	16,264
Charitable activities - grants to school	30,000	-	-	30,000	30,000
	-	-	-	-	-

	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	44,622	-	-	44,622	46,996
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	44,622	-	-	44,622	46,996
Net of receipts/(payments)	9	-	-	9	- 491
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	38,452	-	-	38,452	38,943
Cash funds this year end	38,461	-	-	38,461	38,452

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	Bank Account	38,381	-	-
	Cash Float	80	-	-
		-	-	-
	Total cash funds	38,461	-	-
	(agree balances with receipts and payments account (s))	OK	OK	OK
		Unrestricted funds	Restricted funds	Endowment funds

B2 Other monetary assets

Details	to nearest £	to nearest £	to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

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
Esther Franks	Mrs E Franks	15 January 2025
Alex Chester	Mrs A Cheser	15 January 2025

Sarah Herbert
57 Tilford Road
Farnham
GU9 8DN

07971 185362

6th February 2025

Independent Examiner's Report of South Farnham School PFA

I report on the accounts of the School Fund for the academic year 2023-24.

Responsibilities of the examiner

It is my responsibility to:

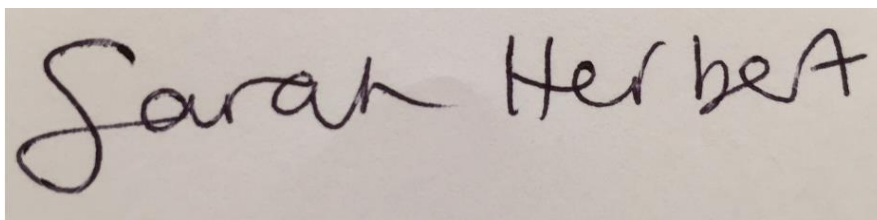
- Examine the accounts
- State whether particular matters have come to my attention.

Basis of independent examiner's report

My examination included a review of the accounting records kept by the South Farnham School PFA Fund and a comparison of the accounts presented with those records. It also included consideration of any disclosures in the accounts and explanations from the school concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A photograph of a handwritten signature in black ink on a light-colored background. The signature reads "Sarah Herbert" in a cursive, flowing script.

Sarah Herbert
FCCA