



## **Trustees' Annual Report for the period**

**From 01st September 2024 To 31st August 2025**

**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"><li>- Developing effective relationships between the staff, parents and others associated with the school.</li><li>- Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils</li></ul>
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 £37,404 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 £46,601. This is an increase on the prior year due to a couple of new events, which were really successful.</p> <p>The charity had costs for the year of £9,198, this is a decrease on the prior year cost. The decrease was primarily due to the reduced 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. In addition one of the last events has accrued costs which will be reflected in the 2025-26 accounts.</p> <p>After the payment of £30,000 to South Farnham School the charity retained £7,403, 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	£45,865
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		

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## 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	Ms Yasmin Riffi	Trustee & Treasurer		
6				
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
	<b>Name of chief executive or names of senior staff members (Optional information)</b>		

**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**

27 January 2026



CHARITY COMMISSION  
FOR ENGLAND AND WALES

South Farnham School Parents & Friends  
Association

1028238

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## Receipts and payments accounts

For the period from	Period start date 01/09/2024	To	Period end date 31/08/2025
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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 £
<b>A1 Receipts</b>					
Takings from Events	46,601.00	-	-	46,601	44,631
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>46,601</b>	<b>-</b>	<b>-</b>	<b>46,601</b>	<b>44,631</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>46,601</b>	<b>-</b>	<b>-</b>	<b>46,601</b>	<b>44,631</b>
<b>A3 Payments</b>					
Cost of generating trust expenses	266	-	-	266	529
Fund raising trading costs for events	8,932	-	-	8,932	14,093
Charitable activities - grants to school	30,000	-	-	30,000	30,000
	-	-	-	-	-

	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>39,198</b>	<b>-</b>	<b>-</b>	<b>39,198</b>	<b>44,622</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total payments</b>	<b>39,198</b>	<b>-</b>	<b>-</b>	<b>39,198</b>	<b>44,622</b>
<b>Net of receipts/(payments)</b>	<b>7,403</b>	<b>-</b>	<b>-</b>	<b>7,403</b>	<b>9</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>38,461</b>	<b>-</b>	<b>-</b>	<b>38,461</b>	<b>38,452</b>
<b>Cash funds this year end</b>	<b>45,864</b>	<b>-</b>	<b>-</b>	<b>45,864</b>	<b>38,461</b>

## 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 £
<b>B1 Cash funds</b>	Bank Account	45,784	-	-
	Cash Float	80	-	-
		-	-	-
	<b>Total cash funds</b>	<b>45,864</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>

<b>B2 Other monetary assets</b>	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-

<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

**B5 Liabilities**

<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
		-	
		-	
		-	
		-	
		-	

**Signed by one or two trustees on behalf of all the trustees**

<b>Signature</b>	<b>Print Name</b>	<b>Date of approval</b>
Esther Franks	Mrs E Franks	27 January 2026
Alex Chester	Mrs A Cheser	27 January 2026

Sarah Herbert  
9 Vicarage Hill  
Farnham  
Surrey  
GU9 8HG  
07971 185362

9<sup>th</sup> January 2026

## **Independent Examiner's Report of South Farnham School PFA**

I report on the accounts of the School Fund for the academic year 2024-25

### **Responsibilities of the examiner**

It is my responsibility to:

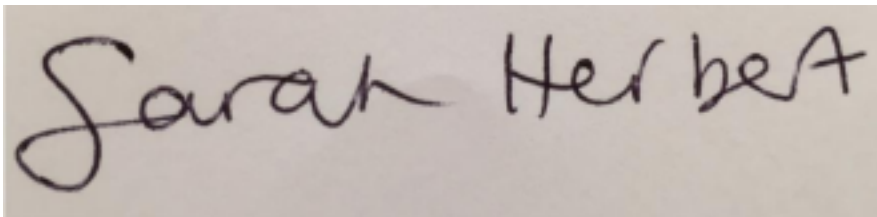
- Examine the accounts
- State whether particular matters have come to my attention

### **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, slightly slanted script.

Sarah Herbert FCCA