



Trustees' Annual Report for the period

From 1/9/2022 To 31/08/2023

Charity name: Cleves School PTA

Charity registration number: 1031777

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide funds in support of educational facilities for the pupils of Cleves School
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	Fund raising activities to raise funds for children and the school - this includes events such as fireworks displays, Xmas Fairs as well as disco's and other sponsorship events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have paid attention to the charity commission guidance on public benefit during the year

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	<input type="checkbox"/>
Contribution made by volunteers	Para 1.38	<input type="checkbox"/>
Other		<input type="checkbox"/>

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.

The main achievements during the year included generating net income of £50,739 from events such as Fireworks, Summer Ball, Quiz night, Class Fundraising, Raffles, Summer Fete and discos.

The funds raised supported the purchase of an outdoor classroom.

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 After financing school projects, the Charity held £64,204 as at 31st Aug-23

Statement explaining the policy for holding reserves stating why they are held

Para 1.22 Funds are higher than usual as the PTA raised more money this year than the previous few years. The PTA gave £44,777 towards an outdoor classroom.

Amount of reserves held **£64,204**

Reasons for holding zero reserves

Details of fund materially in deficit

Explanation of any uncertainties about the charity continuing as a going concern

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)

Fireworks, Summer Fete, Summer Ball, Quiz night, Mufti Days, Raffles, Discos and Class Fundraising (readathon's, sponsored runs etc)

Investment policy and objectives including any social investment policy adopted

Funding of school resources are discussed at regular PTA meetings where all funding requests are discussed and approved

A description of the principal risks facing the charity

Other

Structure, Governance and Management

Description of charity's trusts:

Type of governing document

(trust deed, royal charter)

How is the charity constituted?

(e.g unincorporated association, CIO)

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

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 Cleves School PTA
 Other name the charity uses
 Registered charity number 1031777
 Charity's principal address Cleves School
 Oatlands Avenue
 Weybridge
 KT13 9TS

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	Charlotte Dury	Chair	From Sept 2022	
2	Hannah Murphy	Secretary		
3	Thomas Wicka	Treasurer		
4				
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20					

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

						14
						15
						16
						17
						18
						19
						20

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

<p>The trustees declare that they have approved the trustees' report above.</p> <p>Signed on behalf of the charity's trustees</p>	
Signature(s)	<i>[Handwritten Signature]</i>
Full name(s)	THOMAS WICKA
Position (eg Secretary, Chair, etc)	TREASURER
Date	18.4.2024

Name and address of adviser (Optional information)	
Name	Address

Cleves School Parent Teachers Association
Income statement for the year ended 31 August 2023

	2022-23		
	Income	Expenses	Profit
Events			
Fireworks	£46,866.92	-£25,266.72	£21,600.20
2nd Hand Uniform	£978.99		£978.99
Discos	£4,500.00	-£963.97	£3,536.03
Christmas Fair (excluding Raffle)	£5,841.52	-£1,546.60	£4,294.92
Quiz night	£2,655.81	-£1,522.69	£1,133.12
Fete in the field (excluding Raffle)	£6,941.91	-£2,156.89	£4,785.02
Summer Sundowner			
Summer Ball	£21,775.45	-£17,270.00	£4,505.45
Y6 Leavers Disco	£862.16	-£1,819.88	-£957.72
Sponsored Runs			
Class Fundraising	£4,685.93		£4,685.93
Virtual Raffles (Christmas)	£3,273.09		£3,273.09
Muftidays	£1,671.91		£1,671.91
Christmas Events			
Funds raised net of costs	£100,053.69	-£50,546.75	£49,506.94
Other Income			
Gift Aid Donations	£120.00		£120.00
Charities Trust & HMRC Charities (gift aid)	£1,040.37		£1,040.37
Easyfundraising	£105.20		£105.20
Elmbridge Lottery	£269.50		£269.50
Amazon Smile	£294.96		£294.96
General & Misc			
Interest	£625.30		£625.30
Curchods sponsorship	£1,050.00		£1,050.00
Other Income sub-total	£3,505.33		£3,505.33
Other Expenses			
General & Misc		-£632.84	-£632.84
PTA UK Insurance		-£140.00	-£140.00
Parents events			
Charity Donation		-£1,500.00	-£1,500.00
Other Expenses sub-total		-£2,272.84	-£2,272.84
Net Income			£50,739.43
Funds applied for benefit of school		-£44,477.30	-£44,477.30
Excess of Income over expenditure			£6,262.13
Surplus funds brought forward			£57,942.04
Funds carried forward			£64,204.17
Represented By:			
Bank Balances:			
	02703173 Current A/c		£100.00
	02703181 Sweep and Reserve a/c		£58,665.11
	37332023 Reserve a/c		£5,389.06
	PayPal		£50.00
Funds carried forward			£64,204.17



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Cleves School Parent Teacher Association

On accounts for the year ended

31/8/2023 **Charity no (if any)** 1031777

Set out on pages

1-2
(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 **31/8/2023**

Responsibilities and basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

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

Signed:

Date:

24/10/2023

Name:

Gill Robinson

Relevant professional

ACIE

qualification(s) or body
(if any):

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Address:

Kalaw

Faris Lane

Woodham Surrey KT15 3DN

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

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