



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	01	09	2019		31	08	2020

Section A Reference and administration details

Charity name

St John's School Parents' Association

Other names charity is known by

Registered charity number (if any)

1035918

Charity's principal address

St John's Primary School

Main Road

Lacey Green

Postcode

HP27 0PL

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	Victoria Geenes	Chair		
2	Charlotte Best	Vice Chair		
3	Charly Jones	Vice Chair		
4	Jo Sharp	Secretary / Treasurer		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected by Parents

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the Association is to advance the education of the pupils in the school. In furtherance of this object the Association may:-

- (a) Develop more extended relationships between the staff, parents and others associated with the school.
- (b) Engage in activities which support the school and advance the education of the pupils attending it.

(c) Provide and assist in the provision of such facilities or items for education at the school (not provided from statutory funds) as the Committee in consultation with the Governing Body shall from time to time determine.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Planning, organisation, promotion and holding of the following activities:

Summer Ball

Bingo Nights

School Discos

Theatre visits

Cookie/ice cream Sales

Outdoor Club

Easyfundraising & other shopping referral schemes

Textile recycling

Ink Cartridge Recycling

Secondhand uniform sales

PA website sponsorship

Lottery for funding book purchases

Lockdown Gin Tasting Evening

Christmas Activities – Fair, Santa’s Grotto, Secret Shopping Room, Play DVDs, Wreath Making Workshop, Christmas Cards

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our Parent Association enjoys an active community of volunteers and supporters. Events are often run by single people, or different groups of people, ensuring that the work is spread among the parent and carer community.

We fund essentials and extras for the school and the children, either through classroom “pots” that are at the discretion of the school’s staff to spend or through individual proposals from staff or parents throughout the school year.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

In this financial year the PA has funded items to improve the school setting itself such as new tables and chairs for all classes and new lockers for the KS2 children and provide added extras for the children.

We have supported wonderful experiences for the children, such as cookery lessons for every child, Easter eggs for all children and a year 6 leavers photobook. We have also funded age appropriate workshops for some year groups; Zoolab visit and a History day. Unfortunately due to the school closure during the nationwide lockdown other planned activities were not able to take place but hopefully these will occur in the future.

Literacy and numeracy resources are an important part of our contributions, and so again this year we've provided handwriting resources, maths resources, and phonics resources.

In addition, we have purchased two new smart boards, bought a scooter rack and funded the full refurbishment of the fitness trail around the school field.

We are proud to have provided these things that would not have been possible within the school budget.

Section E

Financial review

Brief statement of the charity's policy on reserves

The year began with a healthy balance which has been the case for a few years due to low spending. The school have been encouraged to approach the PA with spending ideas to take advantage of the funds available and so, because of this (and a slight reduction in fundraising due to COVID impacting fundraising in the Summer Term) there have been more outgoings than incomings this financial year. Whilst there is likely to be a potential reduction in fundraising for 20/21 due to possible further restrictions these funds should still allow the PA to make purchases for the school and the children during the upcoming year. It will be necessary to review the spending approach in the future.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;

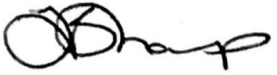
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jo Sharp	
Position (eg Secretary, Chair, etc)	Secretary (2019-2020)	
Date	11/02/2021	



Receipts and payments accounts

For the period from	01/09/2019	To	31/08/2020
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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 £
A1 Receipts					
Camp night 17/18	-	-	-	-	232
Sports Day 17/18	-	-	-	-	224
Cookies 17/18	-	-	-	-	844
2nd Hand Uniform 17/18	-	-	-	-	162
Summer Concert 17/18	-	-	-	-	296
Pavillion	-	-	-	-	8,936
Clothing Sale	-	-	-	-	483
Prom Praise	-	-	-	-	495
Bingo	-	-	-	-	368
Fashion Show	-	-	-	-	65
Duathlon	-	-	-	-	101
Camp Night	-	-	-	-	1,024
Disco - June	-	-	-	-	1,052
Sports Day	-	-	-	-	195
Summer Concert	-	-	-	-	95
Year 6 Party & Gift	-	-	-	-	868
Summer Ball	-	-	-	-	18,221
Sponsored Run	1,296	-	-	1,296	1,421
Disco - Nov	1,025	-	-	1,025	1,095
Xmas - Cards	1,871	-	-	1,871	1,715
Xmas - Fair	3,128	-	-	3,128	2,376
Xmas - Secret Room	2,431	-	-	2,431	2,191
Xmas - Wreath Workshop	420	-	-	420	380
Xmas - Grotto	907	-	-	907	524
Xmas - DVDs	1,373	-	-	1,373	1,215
Outdoor Club	205	-	-	205	36
Disco - March	463	-	-	463	1,014
Booko	908	-	-	908	1,242
Friday Cookies	1,457	-	-	1,457	1,508
Stationery	413	-	-	413	318
2nd Hand Uniform	357	-	-	357	464
Theatre Tickets	1,905	-	-	1,905	10,687
Tutenkahmun Exhibition	2,787	-	-	2,787	
Popcorn Club	245	-	-	245	
Readathon	116	-	-	116	
Copper Challenge	37	-	-	37	
Gin Tasting	1,200	-	-	1,200	
Rainbow Items	960	-	-	960	
Teacher Gifts	1,730	-	-	1,730	
Misc PA Income					
Stampastic	7	-	-	7	29
Easyfundraising	282	-	-	282	715
AmazonSmile	100	-	-	100	51
Recycling (Bag2School & Other Items)	1,938	-	-	1,938	850
General Donations & Referrals	255	-	-	255	849
Grant	435	-	-	435	500
Sensory Garden Grant	1,000	-	-	1,000	
Raffle	365	-	-	365	
Lockdown bottle & book sales	431	-	-	431	
Gift Aid	904	-	-	904	
Sub total (Gross income for AR)	30,951	-	-	30,951	62,841
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,951	-	-	30,951	62,841
A3 Payments					
Costs Relating to Fundraising Activities					
Camp night 17/18	-	-	-	-	146
COOKIES R1 accounts (SS)	-	1	-	-	16/02/2020

Summer Concert 17/18	-			-	125
Theatre - Lion King 17/18	-			-	790
Xmas DVDs 17/18	-			-	136
Music Pavillion	-			-	26,643
Clothing Sale	-			-	47
Prom Praise	-			-	365
Bingo	-			-	85
Fashion Show	-			-	109
Camp Night	-			-	100
Disco - June	-			-	176
Sports Day	-			-	43
Summer Concert	-			-	22
Year 6 Party & Gift	-			-	807
Summer Ball	-			-	8,762
Summer Ball 18/19	133			133	
Sponsored Run	20			20	15
Disco - Nov	304			304	429
Xmas - Cards	1,227			1,227	1,288
Xmas - Fair	293			293	346
Xmas - Secret Room	207			207	1,479
Xmas - Wreath Workshop	236			236	119
Xmas - Grotto	555			555	280
Xmas - DVDs	250			250	237
Outdoor Club	26			26	
Disco - March	158			158	222
Booko	301			301	1,891
Friday Cookies	638			638	604
Stationery	277			277	437
Secret Room 2020	1,591			1,591	1,091
Theatre Tickets	2,504			2,504	9,515
Tutenkahmun Exhibition	2,789			2,789	
Popcorn Club	117			117	
Copper Challengw	9			9	
Gin Tasting	482			482	
Rainbow Items	777			777	
Recycling	64			64	
Teacher Gifts	1,276			1,276	
Purchases for the School				-	
School Hall Curtains	-			-	2,474
KS1 Carpets	-			-	1,502
Handwriting Resources	-			-	159
Outdoor Kitchen and Shop	-		-	-	887
Outdoor Playground Work	-		-	-	1,938
Misc Classroom Items	-		-	-	271
Learning Mentor Room Refurbishment	-		-	-	136
Library Refurbishment	-		-	-	322
Sensory Garden Work	-		-	-	70
Maths Resources	171			171	154
Books	261		-	261	125
Smart Board	4,988		-	4,988	2,814
Fish Tank Upkeep	279			279	475
Boot Room Refurbishment	89			89	
Scooter Rack	327			327	
Tables and Chairs	10,116			10,116	
Sports Equipment	247			247	
Lost Property Bench	119			119	
Fitness Trail	5,900			5,900	
PSHE Resources	200			200	
School Cameras	36			36	
Lockers	4,126			4,126	
Year 6 Photobooks	276			276	
			-	-	
Contribution to School Activities			-	-	-
Image Theatre	-		-	-	325
3D Printing Experience	-		-	-	500
Forensics Workshop	-		-	-	449
Year 6 Photo Booth	-		-	-	280
Zoolab Visit	139		-	139	139
History Off The Page Workshop	520		-	520	523
Y2 Science Day	30			30	
Cookery Lessons	2,545			2,545	713
Gardening Items	134			134	
				-	
PA Expenses				-	
Sundries (Furniture, Credit Card Machine)	-			-	108
Refreshments for Events	25			25	114
Website Fees	18			18	59
Lottery License	20			20	20
Gifts for Children (Easter eggs, Vouchers)	339			339	209
Accounting Software & Accountant	104			104	
Bank R2 (accounts)(SS)	110	2		110	16/02/2015

Sub total	45,352	-	45,352	71,274
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A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-

Total payments	45,352	-	45,352	71,274
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Net of receipts/(payments)	- 14,401	-	- 14,401	- 8,433
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	41,229	-	41,229	49,662
Cash funds this year end	26,828	-	26,828	41,229

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				
	Current Account	16,944	-	-
	Savings Account	-	-	-
	Book-o Club	693	-	-
	Metro	8,803	-	-
	Paypal	-	-	-
	Cash	50	-	-
	Stripe	336	-	-
		-	-	-
	Total cash funds	26,827	-	-

(agree balances with receipts and payments account(s))

Agreement Error

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	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				
			-	-
			-	-
			-	-
			-	-

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

Signature	Print Name	Date of approval
	J Sharp	09/01/2021

M A Blagojevic ACMA CGMA
1 Springwood
Speen
Princes Risborough
HP27 0SN

St John's Parents' Association

31 Jan 2021

**INDEPENDENT EXAMINATION OF ST JOHNS' PARENT ASSOCIATION FOR THE
FINANCIAL YEAR ENDED 31 AUGUST 2020**

Reference:

A. Charities Act 2011.

In accordance with sections 145 and 152 of Reference A, I conducted an Independent Examination (IE) of the St Johns' Parent Association on 31 January 2021. I can confirm that the accounts have been awarded a gained 'unqualified' report (enclosed) with no material observations.

Yours Sincerely,

A handwritten signature in purple ink, appearing to read 'M.A. Blagojevic', is written over a horizontal line.

EXAMINER'S UNQUALIFIED REPORT – ST JOHNS' PARENTS ASSOCIATION

Independent Examiner's Report to the Trustees

I report on the accounts for the year ended 31 August 2020, which are set out on pages 1 to 3.

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 and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- 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
- 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:

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Martin Blagojevic ACMA CGMA
1 Springwood, Speen, Princes Risborough
31 Jan 2021