



Trustees' Annual Report for the period

From 1st September 2023 To 31st August 2024

Charity name: Claremont County Primary School Parent Teacher Association

Charity registration number: 1036492

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The object of the association (the objects) is to advance the education of pupils in the school in particular by:</p> <p>1.1 Developing effective relationships between the staff, parents and others associated with the school.</p> <p>1.2 Engaging in activities or providing facilities or equipment which support the school and /or advance the education of the pupils.</p>
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>During the year the PTA ran a number of events for the enjoyment and benefit of the children and families of the school, and to raise money.</p> <p>The main events were:</p> <ul style="list-style-type: none">- Clarefest- Summer Fete- Christmas Secret Room- Easter Egg Hunt- Children's discos and cinema clubs- Parent socials

		- Playground sales
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the guidance issued by the Charity Commission on public benefit.

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	

<p>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.</p>	<p>Para 1.20</p>	<p>This year the charity was able to continue to deliver and improve upon events from previous years. The community benefits are not able to be quantified but were significant.</p> <p>In running events the total net income raised by the PTA during the year amounted to £52,327.10 with just over £10,000 received in other income including direct donations and gift aid. The income from events was similar to previous years, other income saw a slight increase however income from event sponsorship declined.</p> <p>Total expenditure to run those events was £20,968.08 signalling gross profit from events of £31,359.02. Administrative costs (including donations to the school) totalled £30,268.93.</p> <p>Principal expenditure was spent funding or subsidising the following to support the education of the children at the school for the following amounts:</p> <ul style="list-style-type: none"> - I.T. £15,000 - Footpath repairs £8,000 - Panto Trip £2,340 - New sports kit £840.11 - D.T. expenses £700 - Year 6 leavers £802 - Parking signs £500
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
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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	Positive
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The policy is to hold sufficient reserves to maintain the Charity's liquidity. The charity expects the minimum funding to the school annually is £15,000 for I.T.. Therefore a reserve amount of £20-30,000 is kept to ensure 1-2 year of future I.T. spend is available.</p> <p>The PTA has committed a further £28,043 to the school which was not invoiced in this financial year so the liquidity position reduces to £15,483.95 if that is taken into account.</p>
Amount of reserves held	Para 1.22	£43,526.95
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	None

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
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association
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	Trustees and committee members elected by members at AGM and in post for 1 year. If required, the PTA Committee can co-opt new members within the year too.

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	Claremont County Primary School Parent Teacher Association
Other name the charity uses	Claremont Primary PTA
Registered charity number	1036492
Charity's principal address	Banner Farm Road Tunbridge Wells TN2 5EB

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	Claire Summers	Chair		
2	Natalie Jolliffe	Vice-Chair		
3	Niloufer Jamal	Secretary		
4	Shagun Basel	Treasurer		
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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)	C Summers	
	Full name(s)	Claire Summers	
	Position (eg Secretary, Chair, etc)	Chair	
	Date	5.2.25	

Profit and Loss

Claremont County Primary School Parent Teacher Association For the year ended 31 August 2024

2024

Turnover

Christmas Card Sales	382.50
Cinema Club Sales	2,761.20
Clarefest Sales	23,489.89
Disco Sales	2,182.65
Event Sponsorship Received	1,500.00
New Parent Events	107.65
Playground Sales	6,770.23
School Lottery Income	888.12
Second Hand Uniform Sales	2,134.19
Summer Fete Donations	2,147.00
Summer Fete Sales	8,320.01
Xmas Wreath Making Sales	1,643.66
Total Turnover	52,327.10

Cost of Sales

Cinema Club Expenses	1,037.64
Clarefest Expenses	11,763.13
Disco Expenses	679.15
Easter Expenses	638.88
new Parent Event Expenses	14.35
Playground Sale expenses	2,738.04
Secret Room Expenses	344.89
Sports Day Expenses	33.55
Summer Fete Expenses	3,126.26
Xmas Wreath Expenses	592.19
Total Cost of Sales	20,968.08

Gross Profit

31,359.02

Administrative Costs

Bank & Card Fees	766.09
Donation to School	28,182.11
General PTA Expenses	131.97
PTA Overheads	1,188.76
Total Administrative Costs	30,268.93

Operating Profit

1,090.09

Other Income

Bank Interest Income	335.22
Direct Donations received	8,975.16

2024

Gift Aid	1,006.00
Total Other Income	10,316.38
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Profit on Ordinary Activities Before Taxation	11,406.47
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Profit after Taxation	11,406.47



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

CLAREMONT COUNTY PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

31 August 2024

1036492

See supporting document

On accounts for the year ended

Charity no (if any)

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

A Gray

24/01/2025

Andrew Gray CA CIA BA ALCM

Signed:

Date:

Name:

Relevant professional qualification(s) or body (if any):

Institute of Chartered Accountants of Scotland

Address:

15 Cambridge Street

Royal Tunbridge Wells, Kent

TN2 4SJ

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.

None.