



Kensington Prep School

Parents Association

Trustees' Annual Report

Registered Charity No: 1037150
Fiscal Year Ending 31 July 2023

Prepared on
24 May 2024

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Annual Report for the Year Ending 31 July 2023

Aim and purpose

The purpose of Kensington Prep School Parents Association ('KPA') is to work with Kensington Prep School to advance the education provided by the school and to promote co-operation and good relations between the parents, staff and others associated with the school. A further objective of the KPA is to strengthen the links between the school and the local community. The KPA's fiscal year coincides with the school year, running from August 1st through July 31st.

Objective and activities

The KPA is committed to raising funds in support of the education efforts at Kensington Prep School, offering support through purchases of supplementary equipment, and other means as determined by the KPA Committee.

The KPA assists in the provision of voluntary help to the school for activities such as reading supervision, and promotes social cohesion within the school community through activities such as coffee mornings and whole-of-school Christmas and Summer activities.

The KPA also supports outside charities as selected by the Committee in association with the school and the Student Council.

In planning these activities, the KPA has regard to the Charity Commission's guidance on public benefit, trying to provide assistance within the school community and the wider community.

Achievements and performance

The 2022/2023 school year represented a successful year for the KPA. Our traditional events functioned well and we ran a Black Tie event for the first time in several years. Net fundraising per event was as follows:

Event	Revenue (£)	Costs (£)	Net Fundraising (£)
Holly Jolly	10,567	5,894	4,673
Merch & SHU*	9,320	4,080	5,240
Quiz Night	3,305	1,523	1,782
Summer Festival	21,928	9,580	12,348
Black Tie	13,390	10,723	2,667
Donations	1,156	0	1,156
Total	59,666	31,800	27,866

* For purposes of this table, the funds received in 22/23 for sales made in 21/22 have been allocated to the previous year fundraising. Our financial statements report those sales in the current fiscal year.

KPA funds raised through KPA events were used to both fund the events and fund donations. The primary fundraising focus for the 2022/2023 fiscal year was for the school playground renovation. At the end of the fiscal year, the KPA donated £45,000 to the GDST, earmarked for this purpose, in addition to £7,262 donated by parents directly to the GDST for the playground via JustGiving. The KPA also donated £2,500 each to two charities selected by the Year 6 girls: The Upper Room (Registered Charity 1004354), focusing on homelessness in London, and the Psychiatric Assistance Dogs Foundation (Registered Charity 1173512), focusing on providing support dogs to those with a psychological condition.

In addition to KPA fundraising, where funds flow through the KPA's accounts and financial statements, the KPA also engages in direct fundraising for charities, where funds go directly to the relevant charity. These activities are done in conjunction with Kensington Prep School. For such campaigns, the KPA predominantly promotes the school's collection efforts.

Date	Charity	Event	Total Raised
Ongoing	Hammersmith and Fulham Foodbank	Food Bank Friday	N/A
Autumn 2022	Macmillan	Macmillan Coffee Morning	£48
Oct-22	Young Minds	Hello Yellow Day	£1,120
Oct-22	Children In Need	Spotacular	£551
Dec-23	Sponsorship of penguin	Eco-Warriors Logo Comp	£70
Dec-22	Save the Children	Christmas Jumper Day	£392
Dec-22	Hammersmith and Fulham Foodbank	Carol Service Collection	£535
Feb-23	DEC Turkey and Syria Earthquake Appeal	Own Clothes Day	£2,715
Mar-23	Batting for Bats	Eco- Warriors Activities	£300
Mar-23	Comic Relief	Red Nose Day	£679
May-23	Just One Tree	Let's Go Green	£405
Jun-23	icandance	Year 6 Day of Dance	£415
Jun-23	Great Ormond Street Hospital	Rainbow Day	£786
Total			£8,018

Financial Review

Total receipts from all activities were £65,098 with net fundraising of £33,118 after taking into expenses in connection with the fundraising. This includes the late receipt of £5,432 relating to Second Hand Uniform and Merchandise sales from the prior fiscal year. Even adjusting for the late receipt, fundraising for the 2022/2023 fiscal year was strong and represented a moderate increase from the previous year.

The KPA substantially increased its charitable donations this fiscal year, drawing from both its net fundraising and its cash on hand. Total charitable donations increased to £51,696, of which \$45,000 was to the GDST for the benefit of the new KPS playground. Total KPA expenses excluding charitable donations came in at £4,276.

The end result for the year was a net loss of £22,827. Adding bank and deposit balances brought forward together with unrepresented cheques / payments, the net assets of the KPA at 31 July 2023 were £17,524.

Accounting and Reserves policy

The KPA accounts are prepared on a receipts and payments basis. The independent review of the accounts for this financial year has been undertaken by Lihong Bruni. The KPA holds its reserves in bank accounts to be disbursed once suitable projects or charities have been identified.

Volunteers

The KPA benefits from a strong volunteer base within the parent body. We would like to thank all the volunteers who work so hard to enhance the educational and social environment within the school and also to support the local community.

Structure, governance and management

The method of appointment of the KPA Committee is set out in the Constitution. The KPA Committee consists of the Head of Kensington Prep School (President), the officers (Chairman, Treasurer, Communications Officer and any other officers the President and Chairman appoint) and representatives from each class within the school. The officers are appointed at the Annual General Meeting from the parents and guardian members of the KPA.

Membership of the KPA is open to all parents and guardians of pupils at the school.

The Committee of the KPA are responsible for making decisions on how the funds of the KPA are to be spent in line with the stated objectives of the KPA. During the year to 31 July 2023 the officers of the KPA were as follows:

Committee Officers

Georgia Koropouli	Chairman	Appointed by Committee
Yannick Marchal	Treasurer	Appointed by Committee
Frances Hodler	Communications Officer	Appointed by Committee
Ksenia Rio	Facilities Officer	Appointed by Committee

The KPA supports the education of the pupils at Kensington Prep School which is located in Fulham. The correspondence address is 596 Fulham Road, London, SW6 5PA.

The KPA is a Registered Charity in England and Wales with registered charity number 1037150.

Declarations

The KPA Committee Officers have approved the Annual Report above and the KPA Committee has approved the Annual Financial Statements which have also been subject to independent review.

Signed on behalf of the KPA Committee



Yannick Marchal
Treasurer
24 May 2024

Independent Examiner's Report to the Trustees

I report on the accounts of the Charity for the year ended 31 July 2023 as set out below.

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 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (1) examine the accounts under section 145 of the 2011 Act;
- (2) 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
- (3) 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:
 - a. to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

Respectfully,



Lihong Bruni

Qualified Accountant

c/o Ken Prep School, 596 Fulham Road, London SW6 5PA

Date: 24/05/2024

Financial Activities

August 2022 - July 2023

	Total	
	Aug 2022 - Jul 2023	Aug 2021 - Jul 2022 (PY)
INCOME		
Black Tie	13,389.51	
Donations and legacies	937.65	1,524.99
ECO Warriors	217.99	
Holly Jolly Day	10,567.12	6,758.32
Merchandise Sales	3,637.43	7,173.34
Prior Year SHU & Merch	5,432.00	
Quiz Night	3,305.00	3,043.83
SHU Sales	5,682.50	5,000.00
Summer Festival	21,928.38	19,585.31
Total Income	65,097.58	43,085.79
COST OF SALES		
Black Tie Expenses	10,722.97	
Cost of Merchandise	4,079.70	8,259.80
Holly Jolly Expenses	5,894.40	5,791.89
Pub Quiz Expenses	1,522.49	1,719.03
Spring Event Expenses	179.95	
Summer Festival Expenses	9,579.59	7,165.11
Total Cost of Sales	31,979.10	22,935.83
TOTAL	33,118.48	20,149.96
EXPENDITURES		
Charitable Contributions		
External Charity Donations	5,416.66	10,253.26
KPS Donations	46,279.00	7,355.40
Total Charitable Contributions	51,695.66	17,608.66
Office/General Administrative Expenses	574.13	719.62
Leavers Gifts, Staff Gifts & Tips	3,250.15	3,821.45
Zettle Processing Fees	452.20	
Total Office/General Administrative Expenses	4,276.48	4,541.07
Total Expenditures	55,972.14	22,149.73
NET OPERATING INCOME	-22,853.66	-1,999.77
OTHER INCOME		
Interest Income	26.25	0.61
Total Other Income	26.25	0.61
NET OTHER INCOME	26.25	0.61
NET INCOME/(EXPENDITURE)	£ -22,827.41	£ -1,999.16

Balance Sheet

As of July 31, 2023

		Total
	As of Jul 31, 2023	As of Jul 31, 2022 (PY)
FIXED ASSET		
Total Fixed Asset		
CASH AT BANK AND IN HAND		
Barclays Current (9806)	8,100.50	43,825.96
Barclays Savings 1 (1921)	10,013.32	6,105.19
Zettle Liquid Account	4.87	
Total Cash at bank and in hand	18,118.69	49,931.15
NET CURRENT ASSETS	18,118.69	49,931.15
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Current Liabilities		
Accruals	594.42	9,579.47
Total Current Liabilities	594.42	9,579.47
Total Creditors: amounts falling due within one year	594.42	9,579.47
NET CURRENT ASSETS (LIABILITIES)	17,524.27	40,351.68
TOTAL ASSETS LESS CURRENT LIABILITIES	17,524.27	40,351.68
TOTAL NET ASSETS (LIABILITIES)	£17,524.27	£40,351.68
CHARITY FUNDS		
Opening Balance Equity	42,350.84	42,350.84
Retained Earnings	-1,999.16	
Surplus/(Deficit)	-22,827.41	-1,999.16
Total Charity funds	£17,524.27	£40,351.68