

St Francis Parent Teacher Association

Report and Financial Statements

Year Ended 31 August 2023

Charity No: 1042352

Coronation Road

South Ascot

Berkshire

SL5 9HG

Contents

	Page
• Report of the trustees	3
• Statement of Financial Activities	9
• Balance Sheet	10
• Notes forming part of the financial statements	13

Report of the trustees for the year ending 31 August 2023

The trustees have please in presenting their report for the year ended 31 August 2023

Status and administration

St Francis Parent Teacher Association became a registered charity on 25 November 1994 under the constitution adopted on 12 October 1994.

Trustees

The Trustees who have served during the year and period up to the date of this report are as follows:

Mrs A Fiala	(Co-Chairperson)	Resigned 19/10/2023
Mrs S Barret	(Co-Chairperson)	Resigned 19/10/2023
Mrs A Haydon	(Treasurer)	Resigned 19/10/2023
Mrs J Warren	(Secretary)	Resigned 19/10/2023
Mrs H Curry		Appointed 12/10/2022
Mrs J Dunstall		Appointed 12/10/2022
Mrs R Clarke		Appointed 12/09/2021
Mrs M Dumrauf		Appointed 05/09/2020
Mrs D Underwood		Appointed 24/10/2019
Mrs S Chiorescu		Appointed 12/10/2022

The Charity is managed by the Executive Committee whose members are trustees. All of the members of the executive committee retire from office at the end of the annual general meeting but may offer themselves for re-election and re-appointment.

Objects

The objects of the Charity are to advance the education of the pupils of St Francis Catholic Primary school by providing and assisting in the provision of facilities (not required to be provided by the Local Education Authority) for education at the school.

Review of activities and achievements

The principal activities of St Francis Parent Teacher Association are to generate funds to donate to St Francis Catholic Primary School for specific projects. These funds are generated by selling uniform and by holding various fundraising events during the year.

The trustees and the school are very pleased with the level of support and the funds that have been generated in the year. All events have been well supported by parents, children and staff.

Public Benefit

The trustees have followed guidance issued by the Charity Commission on public benefit.

Report of the trustees for the year ended 31 August 2023 cont.

The results for each of these fundraising activities during the year were as follows:

	Income £	Costs £	Net Funds Raised £
Ascot Racecourse	71.25		71.25
Bag2School	1037.80		1037.80
Benevity	10231.04		10231.04
Cake Sales	44.60		44.60
Charities Trust	1340.00		1340.00
Christmas	2121.81	1292.71	829.10
Coronation Run	8301.27	851.88	7449.39
Disco	1739.26	739.42	999.84
Easy Fundraising	29.69		29.69
Fireworks	8630.90	5765.92	2864.98
Fundmatching	4717.64		4717.64
Golf Society	1440.00		1440.00
Parents Party	606.00	11.00	595.00
Quiz Night	1448.00	159.00	1289.00
Raffle Tickets	15.00		15.00
Silent Auction	336.88	130.00	206.88
YearBooks		754.00	-754.00
	42111.14	9703.93	32407.21

Reserves

The trustees consider that the appropriate level of free reserves the charity will require is to have sufficient funds to cover the costs to set-up one of the fund-raising events and maintain a stock of uniform.

A reserve of £9,000 is held in as contingency to ensure that if the charity was to not run for a year it would still be able to provide certain funds to the school if the trustees chose to do so.

The trustees are satisfied with the current level of cash in the current accounts which stands at £29,599.06. This level of cash will reduce once the liabilities are paid but will still be sufficient to meet any further uniform orders and fundraising costs.

Grant-making Policy

The Executive Committee assess the requests for donations from St Francis Catholic Primary School at the regular meetings of St Francis PTA to help in the provision of

facilities at the school. These donations are given to the school at a later date when payment is requested for items that have previously been agreed to.

Accounting and Reporting Responsibilities

The Charities Act 1993 require the Trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and its financial position at the end of the year.

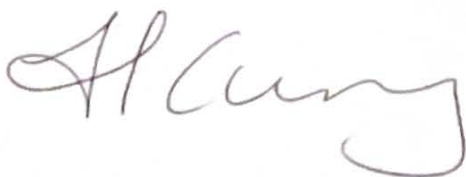
In preparing the financial statements the Trusses should follow best practice and

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable
- Follow applicable accounting standards and the Charities SORP, disclosing and explaining any departures in the financial statements; and
- Prepare the financial statement on the going concern basis unless it is inappropriate to assume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records, which are such as to disclose, with reasonable accuracy, the financial position of the Charity at any time, and enable them as trustees to ensure that the financial statements comply with charity law. The Trustees are also responsible for safeguarding the Charity's assets, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

Mrs Hayley Curry



St Francis Catholic Primary
School
Coronation Road
South Ascot
Berkshire
SL5 9HG

Date:

20th Dec '24

Independent examiner's report to the trustees of the St Francis Parent Teacher Association

I report on the accounts for the year ended 31 August 2022, which are set out on pages 7 to 9.

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act;
- and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:



Name:

Diana Daniels

Relevant professional qualification or body (if any):

Address:

Ascot

Date:

16th Dec 24

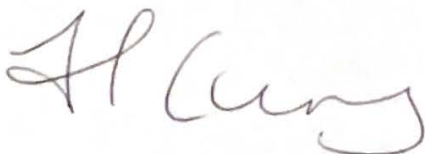
Statement of Financial Activities for the year ended 31 August 2023

	Unrestricted Funds 2023	Unrestricted Funds 2022
INCOMING RESOURCES		
Income from donations		
Gift Aid Claim		
Voluntary Income for next year		
Other donations		
Income from charitable activities		
Operating activities to generate funds	42,111	28,309
Investment		
Income		
Savings interest	130	188
	42,242	28,497
RESOURCES EXPENDED		
Cost of generating funds		
Payments for generating funds	9703	9370
Charitable activities		
Distributions to St Francis Catholic Primary School	23,285	11,357
Voluntary contributions for current year		
Gift Aid for current year		
Governance		
Costs	140	116
Other		
Total resources expended	33,128	20,843
Net movement in funds	-9,114	-7,654
Total funds brought forward	20,616	12,962
Total funds carried forward	11,502	20,616

Balance Sheet as @ 31 August 2023

	2023	2022
Current Assets		
Current Account	28,772.90	20,146.71
Petty Cash	472.01	196.87
Other account 4324	404.26	273.29
	<u>29,599.06</u>	<u>20,616.87</u>
Current Liabilities		
Creditors: Short Term		
Vat Liability	<u>0</u>	<u>0</u>
Total Assets less Current Liabilities	<u>29,599.06</u>	<u>20,616.87</u>
Long Term Liabilities		
Creditors: Long Term		
Corporation Tax	<u>0</u>	<u>0</u>
Total Assets less Total Liabilities	<u>29,599.06</u>	<u>20,616.87</u>
Capital & Reserves		
Share Capital		
Reserves	20,616.97	20,616.87
P & L Account	8,982.19	8,982.19
Equity	<u>29,599.06</u>	<u>29,599.06</u>

Approved by the Board of Trustees of the St Francis Parent Teacher Association and signed on its behalf by:



Mrs Hayley Curry

Date

20th Dec '24

Notes forming part of the financial statements for the year ended 31 August 2023

Principal accounting policies

Basis of Accounting

These accounts have been prepared on the basis of Historic cost in accordance with Accounting and Reporting by Charities —statement of recommended practice (SORP 2015) and with the Charities Act 1993.

INCOMING RESOURCES

Recognition of Incoming Resources

These are included in the Statement of Financial Activities (SoFA) when the charity is entitled to receive the resources and the monetary value can be measured with sufficient reliability.

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fund raising income) the incoming resources and related expenditure are reported gross in the SoFA.

Investment Income

This is included in the accounts when receivable.

EXPENDITURE AND LIABILITIES

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance Costs

Includes costs of preparing and examination of the statutory accounts, the costs of Trustee meetings and cost of any legal advice to Trustees on governance or constitutional matters.

Stock

Stock consists of uniform held for sale and is measured at the lower of the cost and net realisable value

FUND ACCOUNTING

Donations received for the general purposes of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to 'restricted funds' where these wishes are legally binding on the Trustees.

Notes forming part of the financial statements for the year ended 31 August 2023

	2023	2022
Governance Costs		
Insurance	140	116
	140	116
Creditors	0	0
Related Parties		
There were no transactions with any related parties during the year		
Other Expenses		
Xmas Decorations	0	103