



## Trustees' Annual Report for the period

From: 1<sup>st</sup> September 2020

To: 31<sup>st</sup> August 2021

Charity name: Victoria School Association (VSA)

Charity registration number: 1048975

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The VSA is the parents association of Victoria Church of England Nursery and Infants School. Its aim is to advance the education of pupils of the school by funding resources and extra-curricular activities.
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>Fundraising events involving the children and/or parents take place throughout the academic year. These include:</p> <ul style="list-style-type: none"><li>- Christmas Fair</li><li>- Spring Fair</li><li>- Cake sales</li><li>- Bedtime stories</li><li>- Movie nights</li><li>- Quiz nights</li><li>- Easter egg hunts</li><li>- Discos etc</li></ul> <p>Money is also raised via the administration of a supermarket voucher system, the sale of Christmas and school merchandise and ad hoc donations.</p> <p>The school uses funds to provide "wow" day, part fund school trips, fund building improvements and the purchase of equipment</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All money raised is used for the benefit of the educational needs of the children of the school.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No grants are provided.

Policy on social investment including program related investment	Para 1.38	All money raised is used for the benefit of the educational needs of the children of the school.
Contribution made by volunteers	Para 1.38	N/a
Other		N/a

## 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.	Para 1.20	<p>The VSA have raised significant funds throughout the year to replenish the VSA reserves and provide a sound financial basis on which for the incoming committee to undertake funding of additional school activities over the forthcoming reporting period (2021-2022)</p> <p>The school has been provided with funds through the year to support activities each term. The VSA also supported the purchase of additional equipment for the school allotment and furniture for the school.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/a
Performance of fundraising activities against objectives set	Para 1.41	N/a

Investment performance against objectives	Para 1.41	N/a
Other		N/a

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The VSA bank account was handed over to the incoming committee with a healthy balance of some £16,904.81 and a significant increase in funds from previous reporting year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Funds are held for the use of the VSA to support the educational needs of children attending the Victoria Church of England Nursery and Infant school.
Amount of reserves held	Para 1.22	£16,904
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	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	Elected at AGM. Fixed period tenure

### 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	Victoria School Association
Other name the charity uses	VSA
Registered charity number	1048975
Charity's principal address	Victoria Church of England Nursery and Infant School, Prince Edward Street, Berkhamsted Hertfordshire

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Elaine Bunn	Chair		
2	Emma Pritchard	Co Secretary		
3	Sian Daley	Co Secretary		
4	Robert Freeman	Treasurer		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
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
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#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/a
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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<i>R. Freeman</i>	
<b>Full name(s)</b>	Robert Douglas Freeman	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	
<b>Date</b>	11 <sup>th</sup> May 2022.	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>Victoria School Association</b>	No (if any) <b>1048975</b>
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## Receipts and payments accounts

<b>For the period from</b>	Period start date 9/1/2020	<b>To</b>	Period end date 8/31/2021
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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 £
<b>A1 Receipts</b>				
Supermarket Vouchers	9,010	-	-	9,010
Christmas Fair	6,615	-	-	6,615
Spring Fair	5,905	-	-	5,905
Easter	1,281	-	-	1,281
Other	3,781	-	-	3,781
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>26,592</b>	<b>-</b>	<b>-</b>	<b>26,592</b>
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A3 Payments</b>				
Supermarket Vouchers	8,729	-	-	8,729
Christmas Fair	405	-	-	405
Spring Fair	1,004	-	-	1,004
Other	1,460	-	-	1,460
School Funding	6,279	-	-	6,279
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>17,877</b>	<b>-</b>	<b>-</b>	<b>17,877</b>
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>17,877</b>	<b>-</b>	<b>-</b>	<b>17,877</b>
<b>Net of receipts/(payments)</b>	<b>8,715</b>	<b>-</b>	<b>-</b>	<b>8,715</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>8,189</b>	<b>-</b>	<b>-</b>	<b>8,189</b>
<b>Cash funds this year end</b>	<b>16,904</b>	<b>-</b>	<b>-</b>	<b>16,904</b>

# Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Natwest Current Account	16,904	-
		-	-
		-	-
	<b>Total cash funds</b>	<b>16,904</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>			-
			-
			-
			-
			-

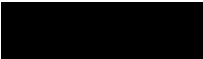
Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-

Categories	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

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

Signature <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <i>R. Freeman</i> </div>	Print Name <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">                     Robert Freeman                 </div>
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**Endowment funds**

to nearest £

-
-
-
-

OK

**Endowment funds**

to nearest £

-
-
-
-
-
-

**Current value (optional)**

-
-
-
-
-

**Current value (optional)**

-
-
-
-
-
-
-
-
-

**When due (optional)**


Date of approval

3/4/2022



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Victoria School Association (VSA)

**On accounts for the year  
ended**

31<sup>st</sup> August 2021

**Charity no  
(if any)**

1048975

**Set out on pages**

1

(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 31/08/2021.

**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**

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.

**Signed:**

**Date:**

25/05/2022

**Name:**

Katherine Williams

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

ACA - ICAEW

**Address:**

12 Oxfield Close, Berkhamsted, HP4 3DH

**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.**