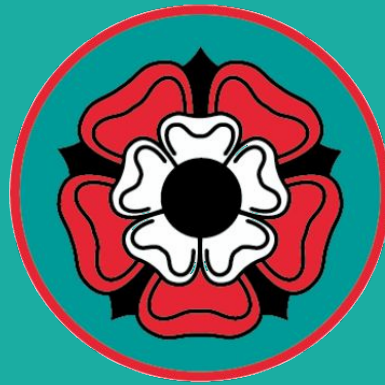


# Charity Commission Annual Report - 21/22

Hampton Infant School Association



# About Us



## Charity Name

Hampton Infant School  
Association

Also known as HISNA



## Registration Number

1064247



## Address + Trustee Names

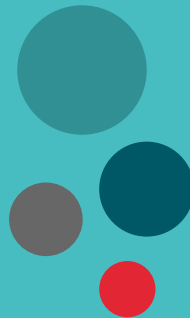
Hampton Infant School  
Ripley Road  
Hampton  
TW12 2JH

Trustees during this period

Helen Jane Lockey - Trustee and  
Head of Patnership  
Lucy Dunbar - Treasurer  
Louise Allen - Chair



# Activities and Objectives



# About Us



Hampton Infants School Association or HISNA is a charity which raises funds for the school. Our fundraising is led by parents and volunteers who generously donate time, money and materials to our fundraising efforts. These funds support the school with new resources and equipment and educational experiences for the children.

Over the years, our efforts have raised tens of thousands of pounds to support the school - from climbing frames, to new books, STEM learning activities and magical holiday celebrations. Every child at Hampton Infants benefits from the monies raised now and in the future.

We organise numerous events and celebrations through the year





# Timetable of Events

Oct 2021	Bounce - raising money through the kids bouncing
Nov 2021	Uniform Sale
Nov 2021	Fireworks with across the school partnership
Dec 2021	Xmas Raffle
Dec 2021	Xmas Cards
Dec 2021	Xmas parties
Dec 2021	Xmas Shopping
Jan 2022	Doughnuts
Feb 2022	Fabric Recycling
March 2022	World Book Day Author Event (week)
March 2022	Bunny Easter Hunt
March 2022	Disco Y1
April 2022	Talent Show
May 2022	Adults Quiz
May 2022	Disco Reception
June 2022	Circuits - Corgi Relay
July 2022	Teatowels - personalised design
July 2022	Uniform Sale + Summer Fete + Raffle
July 2022	Leavers Party
July 22	Ice Lolly Sales/Doughnut sales

# Statement

Noting that the trustees follow the highest ethical conduct and regard the guidance issued by the Charity Commission.

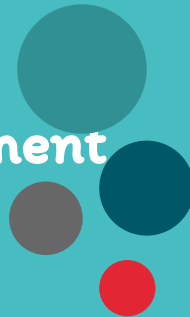
# Achievement and Performance

We have delivered numerous events to improve educational outcomes for the children of the school as highlighted in this report.

# Reserves

There are no debts and we aim to keep £5k in reserves (decision to go into reserves would be with agreement from all 3 trustees)

# Structure, Management and Recruitment



# How we work

We are governed by the articles as held by the Charity Commission.

People are adopted to committee by vote and agreement of the Committee.

The PTA members seek to meet monthly virtually or in person to agree business. Meetings are Chaired by Louise Allen.

Proposals for spend are agreed by the 3 trustees and Co-Chair Mark Allen.

Recruitment of new trustees was via internal schools comms.

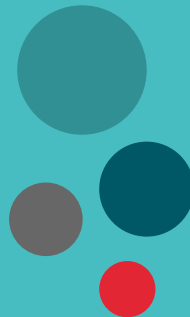
We are seeking to proactively recruit more members.

Our AGM has now moved to the Sept in line with our a/cs' with a motion agreed at the April meeting to do so. We have made some changes to the constitution to ensure we can operate with reduced numbers.

We are members of Parent Kind and PTA Events.



# Financial review





# Financial Review



For the period from 01/09/2021 to 31/08/2022

## Section A - Receipts & Payments

	2021/22 £	2020/21 £
<b>A1 Receipts</b>		
Fundraising Events	27,805	22,938
Sub total	27,805	22,938
<b>A2 Asset and investment sales</b>	0	0
Total receipts	27,805	22,938
<b>A3 Payments</b>		
Fundraising costs	7,771	2,584
Governance costs	183	423
Cost of charitable activities	13,164	25,660
Other	850	
Sub total	21,968	28,667
<b>A4 Asset and investment purchases</b>		
Purchase of fixed assets	1,515	0
Total payments	23,482	28,667
Net of receipts/(payments)	4,322	-5,729
<b>A5 Transfers between funds</b>	0	0
<b>A6 Cash funds last year end</b>	27,585	33,267
Cash funds at year end	31,907	27,585



# Financial Review

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

	As at	31 Aug 2022 £	31 Aug 2021 £
<b>B1 Cash funds</b>			
<b>B2 Other monetary assets</b>	Bank	31,908	27,585
<b>B3 Investment assets</b>			
<b>B4 Assets retained for the charity's own use</b>			
<b>Total Assets</b>		<hr/> 31,908	<hr/> 0
<b>B5 Liabilities</b>			
<b>Total Assets - Liabilities</b>		<hr/> <hr/> 31,908	<hr/> <hr/> 0



# Key questions

The accounts were independently reviewed by a professionally qualified chartered accountant, and signed off.

As per the reporting requirements for 2022

We received no central or local government grants

The highest donation from a corporate donor and single highest donation was xx

Trustees are not paid other reimbursed for expenses incurred in income raising activities

No trustees resigned and took employment with the charity in this period.

We receive no income from outside the UK, nor delivered any charitable services outside of the UK or incurred any spend outside of the UK.

We have no trading subsidiaries.

The single biggest donation from an individual was xx

Our contact details are as stated in this report and financial submission to the Charity Commission.

We have no properties attached to the charity.

We are all volunteers and no employed staff.

We have grown HISNA to 24 members as part of our volunteering team.

We are aware of no serious incidents.

Trustees including Lucy Dunbar, Louise Allen and Helen Lockey are all DBS checked.



# Key Policies/Procedures



Financial Controls and Procedures - Expenses pre approved via event budget in advance. Expenses approved by Treasurer and Chair

Trustee expenses policy and procedures - As above.

Safeguarding Policy - All Trustees plus Secretary are DBS checked. We work with teachers to deliver events and comply with all school safeguarding policy

Serious Incident Reporting - All events have risk registers in place and any issues would be escalated to Heads of School to agree next steps

Charity Financial Reserves policy and procedures - As detailed in this pack

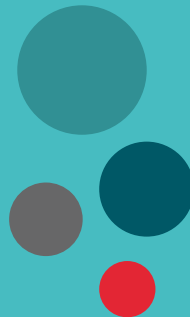
Engaging in political activity policy and procedures - policy in place on file

Bullying and harassment policy and procedures - policy in place on file

Social media policy and procedures - Whatsapp guidance issued to all groups. Social media content approved by Committee and trustees. policy in place on file.

Engaging external speakers at charity events policy and procedures - Not part of the remit of the PTA.

# Achievements and Performance



# Achievements



Our plan for the 21/22 school year was to raise £20K.

We provided a STEM interactive experience, World Book Day author event, funded over £6,000 of books for the year.

We also provided social and community based events for the children - including Xmas shopping, Easter events, Xmas parties.

The PTA will be funding a reading hut to be built in summer 2022, of which prep has been underway. this is a sizeable capital investments of circa £13K.



Thanks!



Hampton Infants School and Nursery Association				
Charity number: 1064247				
For the period from 01/09/2021 to 31/08/2022				
<b>Section A - Receipts &amp; Payments</b>				
			<b>2021/22</b>	<b>2020/21</b>
			<b>£</b>	<b>£</b>
<b>A1 Receipts</b>				
Fundraising Events			27,804.79	22,938.00
		Sub total	27,804.79	22,938.00
<b>A2 Asset and investment sales</b>				
			0.00	0.00
		Total receipts	27,804.79	22,938.00
<b>A3 Payments</b>				
Fundraising costs			7,770.76	2,584.00
Governance costs			182.99	423.00
Cost of charitable activities			12,764.08	25,660.00
Other			850.00	
		Sub total	21,567.83	28,667.00
<b>A4 Asset and investment purchases</b>				
Purchase of fixed assets			1,514.54	0.00
		Total payments	23,082.37	28,667.00
		Net of receipts/(payments)	4,722.42	-5,729.00
<b>A5 Transfers between funds</b>				
			0.00	0.00
<b>A6 Cash funds last year end</b>				
			27,586.00	33,315.00
		Cash funds at year end	32,308.42	27,586.00
<b>Section B - Statement of assets and liabilities at the end of the period</b>				
		<b>As at</b>	<b>31 Aug 2022</b>	<b>31 Aug 2021</b>
			<b>£</b>	<b>£</b>
<b>B1 Cash funds</b>	Bank		31,907.87	27,586.00
<b>B2 Other monetary assets</b>				
<b>B3 Investment assets</b>				
<b>B4 Assets retained for the charity's own use</b>				
<b>Total Assets</b>			31,907.87	0.00
<b>B5 Liabilities</b>				
<b>Total Assets - Liabilities</b>			31,907.87	0.00
<b>Signed by two trustees on behalf of all the Trustees</b>				
Signature		Print Name		Date
<i>Lucy Dunbar</i>		Lucy Dunbar		30.06.23
<i>Louise Allen</i>		Louise Allen		30.06.23



**Section A Independent Examiner's Report**

**Report to the trustees/ members of**

Charity Name  
Hampton Infant School Association

**On accounts for the year ended**

31 <sup>st</sup> Aug 2022	<b>Charity no (if any)</b>	1064247
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**Set out on pages**

Slide xx

**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 **DD / MM / YYYY**.

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 (other than that disclosed below \*) 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.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:**

**Name:**

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

--

**Address:**


**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.**

N/A
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