



The New Beacon School Parent Association ("NBPA")

**Annual Report and Accounts
for the Year Ended 31 August 2023**

Jane Ascroft FCA MA (Cantab)

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Registered Company Number: 6433142



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The New Beacon School Parent Association ("NBPA")
Charity registration number: 1094688



Reference and Administrative Details

Charity name The New Beacon School Parent Association ("NBPA")

Charity registration number 1094688

Principal office New Beacon School
Brittains Lane
Sevenoaks
Kent TN13 2PB

Registered office: New Beacon School
Brittains Lane
Sevenoaks
Kent TN13 2PB

Secretary Mrs Emma Clair Court

Chairman Mrs Cheryl Leonard

Head Teacher Mrs Sarah Brownsdon

Treasurer Mrs Kate White

Trustees Mrs Astrid Henwood
Mrs Gina Walker
Mrs Cheryl Leonard
Mrs Kate White
Mrs Emma Clair Court

Independent Examiner Jane Ascroft FCA MA (Cantab)
Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XT

Bankers National Westminster Bank Plc
67 High Street
Sevenoaks
Kent TN13 1LA



Trustees' Annual Report for the Year Ended 31 August 2023

The Trustees present their annual report and examined financial statements of the charity for the year ended 31 August 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Bulletin 1.

Trustees

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

The NBPA is an unincorporated association.

Objectives of the charity

The Constitution of the NBPA (which was adopted on 8 October 2002) states that the object of the charity is to advance the education of pupils in the school in particular by:

1. developing effective relationships between the staff, parents, pupils and others associated with the school;
2. engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils;
3. assisting in maintaining and strengthening links between the school and the local community; and supporting or promoting such educational charitable purposes as the Trustees may in their absolute discretion determine.

Public benefit statement

The NBPA meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The NBPA continues to support a number of local registered charities through its fundraising initiatives, in addition to contributions made to the school.



Trustees' Annual Report for the Year Ended 31 August 2023

Summary of the main achievements during the year

With all COVID-19 restrictions being eased during the current financial year, the NBPA has had another successful year through the hard work of the Committee, the Sub-committees and many other parents and New Beacon staff. In comparison to the 2021 financial year, when lockdown and social restrictions imposed by the Government due to COVID-19 had a significant impact on the NBPA's fundraising abilities during the 2021 financial year with no events at various stages throughout the year (in line with Government guidance), the NBPA was again able to hold many events held in previous financial years prior to COVID-19.

Fundraising from events this year raised £6,248 after all costs (2022: £14,736). The Summer Ball is a bi-annual event that raised a net income of £3,175 (2022: 5,604).

The main events were the Fete which raised £4,418 (2022: 6,671) and the Summer Ball that raised a net income of £3,175 (2022: 5,604). The headmaster Mr Piercy also left the school. He was given a gift of £10,000 travel vouchers which was fundraised for however the NBPA donated £2,872 towards the gift. A leaving event was held for him which cost £2,999.

Funds were also raised via a number of initiatives including the parents' shopping portal £67 (2022: £135). In the current year, the Christmas fayre lost £1,226 (2022: profit of £1,004).

In addition to the fundraising events, sales of school merchandise and second hand shop generated a net profit of £11,399 (2022: £18,547).

The Seals Swimming Club made £437 (2022: net cost of £3). No school disco was held in the 2023 financial year (2022: profit of £1,189).

Total donations made by the NBPA amounted to £7,506 (2022: £10,161).

A donation to the School's Bursary Fund of £1,000 (2022: £2,641) was approved for the year.

In the current year, NBPA pledged £3,441 for 4 new outdoor table tennis tables and £1,000 for choir robes (of which all was still outstanding to be paid at the end of the financial year). The NBPA also donated £2,065, 50% of all Summer Ball Auction takings, to a local charity - Friends for Families.

In the previous year(s) the committee pledged £7,500 to the school for the Gentle Playground (of which £1,848 was paid to the school during 2022 year, so £5,652 remaining), £1,000 for new equipment for the rifle club.

Risk factors

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to them. The trustees continue to review and monitor the systems for managing the major strategic, business and operational risks which the charity faces. As at 31 August 2023 the trustees have not identified any operational risks to which the charity may be exposed.



Trustees' Annual Report for the Year Ended 31 August 2023

Financial review

The accounts for the year ended 31 August 2023 accompany this report.

Income for the year amounted to £94,025 (2022: £89,658), from which donations of £1,000 (2022: £2,661) were made to the school bursary fund, and £2,065 to external charities, and £4,441 (2022: £7,500) was pledged to the School.

After taking account of expenditure there was a net income for the year of £8,709 (2022: £23,768).

At the end of the year the NBPA's funds amounted to £78,811 (2022: £70,101). These funds are unrestricted.

Reserves policy

The trustees aim to maintain reserves at a level they deem sufficient for the future needs of the charity and are aiming to maintain reserves at a level sufficient to support 6 months' expenditure for the shop and general expenses, which, based on the expenditure to 31 August 2023 would amount to £6,714 (2022: £8,604). At 31 August 2023 the unrestricted reserves amounted to £78,811 (2021: £70,101) and therefore this policy has been achieved.

Investment policy

Investment activities are managed in line with the requirements of the Trustee Act 2000. The trustees, having regard to the liquidity requirements of operating the charity and to the reserves policy, have operated a policy of keeping available funds in interest bearing deposit accounts and seek to achieve a rate of deposit which matches or exceeds inflation as measured by the retail prices index.

Structure, governance and management

Trustees of the charity

The trustees who have served during the year and since the year end were as follows:

Mr Michael Piercy (resigned 23 March 2023)
Mrs Sarah Brownsdon (appointed 10 May 2023)
Mrs Liezl Van der Merwe (resigned on 5 October 2021, re-appointed on 2 June 2022 and resigned on 22 November 2022)
Mrs Astrid Henwood (appointed on 5 October 2021)
Mrs Gina Walker (appointed on 5 October 2021)
Mrs Kate White (appointed on 22 November 2022)
Mrs Cheryl Leonard (appointed on 22 November 2022)
Mrs Emma Clair Court (appointed on 10 May 2023)

The NBPA is a registered charity (No.1094688) established under a Constitution which was adopted on 8 October 2002. The NBPA is an unincorporated association. The registered address is New Beacon School, Brittain's Lane, Sevenoaks, Kent, TN13 2PB.



Trustees' Annual Report for the Year Ended 31 August 2023

Appointment of trustees

The elected members of the Committee are the Chairman, Secretary and Treasurer (the "Officers") together with the Events Co-ordinator; these members are appointed at the AGM and in accordance with the NBPA's constitution.

The other members of the Committee (the "co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees (the "Trustees").

There is also one main sub-committee of the NBPA which consists of the elected Form Representatives and the Officers of the charity.

Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

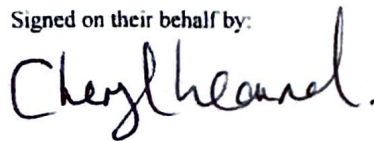
Under Charity Law, the trustees shall prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 18 June 2024

Signed on their behalf by:



Mrs Cheryl Leonard
Chairman



Mrs Emma Clair Court
Secretary



Independent Examiner's Report to the Trustees of New Beacon School Parents' Association ("NBPA")

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2023, which are set out on pages 8 to 14.

Responsibilities and basis of report

The trustees are responsible for the preparation of the accounts. The 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:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and
- 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:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.

Jane Ascroft

Jane Ascroft FCA MA (Cantab)
Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XT

14 June 2024



Statement of Financial Activities for the Year Ended 31 August 2023

	Note	Unrestricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Income from:				
Donations and legacies	2	4,072	4,072	2,985
Other trading activities	3	89,953	89,953	86,673
Total income		<u>94,025</u>	<u>94,025</u>	<u>89,658</u>
Expenditure				
Raising funds	4	79,875	79,875	55,729
Charitable activities	5	7,506	7,506	10,161
Total expenditure		<u>87,381</u>	<u>87,381</u>	<u>65,890</u>
Net movement in funds		6,644	6,644	23,768
Reconciliation of funds				
Total funds brought forward		70,101	70,101	46,333
Total funds carried forward		<u>76,746</u>	<u>76,746</u>	<u>70,101</u>

All income and expenditure derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 10 to 14 form an integral part of these financial statements.



Statement of Financial Position as at 31 August 2023

	Note	2023		2022	
		£	£	£	£
Current assets					
Stocks and work in progress		11,968		14,775	
Debtors	9	6,080		3,304	
Cash at bank and in hand		<u>78,659</u>		<u>67,310</u>	
			96,708		85,389
Creditors: Amounts falling due within one year	10		(19,962)		(15,288)
Net current assets			<u>76,746</u>		<u>70,101</u>
Total assets less current liabilities			<u><u>76,746</u></u>		<u><u>70,101</u></u>
The funds of the charity:					
Unrestricted income funds					
Other reserves			-		-
Unrestricted income funds			<u>76,746</u>		<u>93,870</u>
Total unrestricted funds			<u>76,746</u>		<u>93,870</u>
Total charity funds			<u><u>76,746</u></u>		<u><u>93,870</u></u>

The financial statements were approved and authorised for issue by the Board of Trustees on 18 June 2024 and signed on its behalf by:

Mrs. Cheryl Leonard, as Chairman:

Mrs. Emma Clair Court, as Secretary:

The notes on pages 10 to 14 form an integral part of these financial statements.



Notes to the Financial Statements for the Year Ended 31 August 2023

1 Accounting policies

Basis of accounting

The NBPA is a registered charity in the United Kingdom. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities is to advance the education of pupils in the school.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 as amended by Bulletin 1 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011, amended per Bulletin 1.

Income recognition

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

Costs of raising funds comprise the costs of running the school shop, and fundraising expenses, together with the associated support costs, as applicable.

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.



Notes to the Financial Statements for the Year Ended 31 August 2023

1 Accounting policies (continued)

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Further details of each fund are disclosed in note 11.

Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2 Income from donations

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Subscriptions	3,072	2,985
Donations to the school	1,000	
	4,072	2,985



Notes to the Financial Statements for the Year Ended 31 August 2023

3 Income from other trading activities

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Merchandise sales		
School shop merchandise and secondhand sales of purchased goods	23,491	33,286
Membership Fees		
Seals swimming club	4,235	2,584
Commission		
Shopping portal sales	66	135
Event Income		
Ball	41,031	30,996
Fete income	12,552	13,637
Disco	0	2,377
Quiz night	12	1,660
Christmas fayre	1,245	1,408
Movie screening night	-	590
Own clothes day	-	-
Colour run	(17)	-
Staff gifts donations received	7,338	-
Tea towels	-	-
	<u>89,953</u>	<u>86,673</u>



Notes to the Financial Statements for the Year Ended 31 August 2023

4 Expenditure on raising funds

	Direct costs 2023 £	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Merchandise sales			
School shop merchandise and secondhand goods	12,092	12,092	14,739
Goodtill POS system	255	255	718
Membership Fees			
Seals swimming club	3,798	3,798	2,587
Event expenses			
Ball	37,855	37,855	25,392
Fete	8,134	8,134	6,966
Quiz	30	30	1,235
Disco	1	1	1,188
Ice cream van for boys	-	-	650
Harvest Festival	83	83	650
Christmas fayre	2,470	2,470	405
Movie screening night	-	-	97
Mr Piercy Leaving event	2,999	2,999	
Mr Piercy gift	10,210	10,210	
Independent reviewer	480	480	
General expenses	1,466	1,466	1,752
	<u>79,875</u>	<u>79,875</u>	<u>55,729</u>

5 Expenditure on charitable activities

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Donations pledged to school	6,506	7,500
Donations paid to school	-	-
Bursary fund	1,000	2,641
Cake sale		20
	<u>7,506</u>	<u>10,161</u>

6 Trustees' remuneration and expenses

No trustees received any remuneration during the year (2022: none).

7 Employees

There were no employees during the year (2022: none).



Notes to the Financial Statements for the Year Ended 31 August 2023

8 Related party transactions

During the year the charity entered into no transactions with related parties or trustees, other than The New Beacon School, details of which are disclosed in Note 5 (2022:none)

9 Debtors

	2023 # £	2022 £
Trade debtors	2,757	1,946
Other debtors	3,323	1,358
	<u>6,080</u>	<u>3,304</u>

10 Creditors: Amounts falling due within one year

	2023 £	2022 £
Pledge to school	11,093	6,652
The New Beacon School Bursary Fund donation	3,641	3,641
Other creditors	5,228	4,995
Amounts received in advance of event held	-	-
	<u>19,962</u>	<u>15,288</u>

11 Fund reconciliation

Unrestricted funds 2022	At 1 September 2021 £	Income £	Expenditure £	At 31 August 2022 £
Unrestricted	65,408	89,658	(65,890)	89,177
	<u>65,408</u>	<u>89,658</u>	<u>(65,890)</u>	<u>89,177</u>
Unrestricted funds 2023	At 1 September 2022 £	Income £	Expenditure £	At 31 August 2023 £
Unrestricted	89,177	94,025	(87,381)	95,821
	<u>89,177</u>	<u>94,025</u>	<u>(87,381)</u>	<u>95,821</u>



Notes to the Financial Statements for the Year Ended 31 August 2023

12 Analysis of net assets between funds

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Current assets	96,706	85,389
Creditors: Amounts falling due within one year	(19,962)	(15,288)
Net Assets	<u>76,744</u>	<u>70,101</u>