

The Trustees present their report and accounts for the year ending 31st March 2020

Trustees

The trustees have served on the committee throughout the year. Appointment of trustees is governed by the Constitution. The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee.

Investment powers

The Constitution authorises the trustees to make and hold investments using the general funds of the charity, but no such investments are presently held and none are expected to be held in the foreseeable future.

Constitution, objects and policies

The PTA is governed by its Constitution and its objects are to advance the education of the pupils of Rickmansworth School by providing and assisting in the provision of facilities for education in the school, and in so doing foster more extensive relationships between the staff, parents and others associated with the school and engage in activities which support the school and promote the welfare of the pupils attending it. The trustees delegate the day to day responsibilities for fund-raising activities to the PTA Committee.

Development, activities and achievements

The trustees consider the performance of the association this year to be satisfactory having this year raised for the funds of:

(2020)	£25,127	(2019)	£17,811
--------	---------	--------	---------

and having donated following amounts to school

(2020)	£49,000	(2019)	£0
--------	---------	--------	----

The above donation includes £20,000 from funds raised from the previous year donated to the School's Music Department towards its refurbishment.

The remaining £29,000 was used to pay for the upgrade to the flooring in the Playhouse (£9000) and the new sound and lighting in the Playhouse (£20,000).

The bulk of this year's fund raising (£19,000) comes from the Uniform Shop which is completely run by unpaid PTA volunteers. The association would like to thank all parents and staff, whose continued support enabled us to raise these funds

Financial review

The surplus for the year is as set out in the attached financial statements and arises from voluntary fund-raising, and trading activities of the uniform shop.

Future developments and post Balance Sheet events

The Year ending 2020 will see a change in the PTA Chair and the Head Teacher as well as other Trustees. Please also note the post balance sheet donation stated under developments, activities and achievements above.

Statement of trustees' responsibilities

The trustees are required under the constitution to prepare financial statements for the financial year which give a true and fair view of the state of affairs of the charity and of its results for that period.

In preparing those financial statements the trustees are required to :

- 1/ select suitable accounting policies and apply them consistently;
- 2/ make judgments and estimates that are reasonable and prudent;
- 3/ prepare the financial statements on a going concern basis unless it is appropriate to assume that the charity will not continue in business.

The trustees are responsible for keeping proper accounting records which 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 any other irregularities.

This report was approved by the trustees on _____ and signed on its behalf by:

.....

Trustee

Incoming Resources	<i>Note</i>	<u>2020</u>	<u>2019</u>
Fund-raising income	2	9,959	7,665
Sale of school uniform		58,875	62,076
Interest received		0	0
Misc Income		36	36
Total incoming resources		<u>68,870</u>	<u>69,777</u>
Resources expended			
Direct charitable			
Donation to School		49,000	-
Other expenditure			
Fund-raising costs	2	3,659	3,908
Purchase of school uniform (for resale) Net of Stock Movement		39,962	47,916
Unifrom Shop Expenses		0	26
Management & Administration of PTA	3	122	117
Total expenditure		<u>92,743</u>	<u>51,967</u>
Net movement in funds for the year	4	(23,873)	17,811
Total funds brought forward		91,605	73,794
Total funds carried forward		<u>67,732</u>	<u>£91,605</u>

48126.34	<i>Note</i>	<u>2020</u>	<u>2019</u>
Current Assests			
Cash in Hand		243	3,579
Refreshments Stock		616	719
Stock of uniform (for resale)	5	35,177	39,180
Balance at bank		31,696	48,126
Prepayments & Receivables		-	-
		<u>67,732</u>	<u>91,605</u>
Current Liabilities: amounts falling due within 1 year			
Accruals		-	-
		-	-
		<u>67,732</u>	<u>91,605</u>
Capital			
Unrestricted funds		<u>£67,732</u>	<u>£91,605</u>
		0	(0)

NOTE

1 Accounting Policies

a) Basis of preparation of the accounts

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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

The charity has taken advantage of the exemption in Financial Reporting Standard no.1 from the requirement to produce a cashflow statement on the grounds that it qualifies as a small charity.

b) Income

Voluntary income and donations are accounted for as received by the association. The income from fund-raising ventures is shown gross, with the associated costs included in fund-raising costs. No permanent endowments have been received in the period.

c) Value Added Tax

Value added tax is not recoverable by the charity and as such is included in the relevant costs in the statement of financial activities.

d) Fund-raising costs

Fund-raising expenditure comprises costs incurred in the staging of fund-raising events.

e) Management and administration expenditure

Expenditure on management and administration of the charity includes all expenditure not directly related to the charitable activity or fund-raising ventures.

2 Fund-raising income and costs

	2020	2020	2019	2019
	INCOME	COSTS	INCOME	COSTS
Quiz Nights	4,508	2,387	4,355	2,750
Song & Dance	169	85	122	51
Sports Day/ Sports Mornings	1,583	330	1,459	683
Non-Uniform Days	393		-	-
School Discos	1,432	406	1,682	425
School Production	1,418	451		
Change in Refreshments Stock	(102)		47	
Everyclick	59			
Matchfunding	500			
	9,959	3,659	7,665	3,908
Profit	6,300		3,757	

NOTE

3 Administration expenditure	<u>2020</u>	<u>2019</u>
Insurance	122	117
	<u>122</u>	<u>112</u>
4 Net movement in funds for the year		
Donations (inclusive of Income Tax refunds)		-
Profit on sale of school uniform & Stock movement	18,914	11,838
Income from fund raising activities less expenses	6,300	-
Bank interest received / Misc income	36	-
	<u>25,250</u>	<u>11,838</u>
Funds raised less direct costs		
Administration costs	122	117
	<u>25,372</u>	<u>11,955</u>
Net funds raised in the year		
Transferred to school funds	49,000	1,500
Other Donations Made		
Net movement in funds for the year	<u>(23,628)</u>	<u>10,455</u>
The net movement in funds for the year is stated after charging:		
Trustees' remuneration	-	-
Trustees' expenses reimbursed	-	-
Fee for the independent examination of the accounts	-	-
	<u>£0</u>	<u>£0</u>
5 Stock of school uniform for resale		

Stock is valued at the lower of cost and net realisable value, and was verified by 100% physical inspection by members of the committee. The value in these accounts is at cost less 10%

The Trustees present their report and accounts for the year ending 31st March 2020

Trustees

The trustees have served on the committee throughout the year. Appointment of trustees is governed by the Constitution. The Board of Trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee.

Investment powers

The Constitution authorises the trustees to make and hold investments using the general funds of the charity, but no such investments are presently held and none are expected to be held in the foreseeable future.

Constitution, objects and policies

The PTA is governed by its Constitution and its objects are to advance the education of the pupils of Rickmansworth School by providing and assisting in the provision of facilities for education in the school, and in so doing foster more extensive relationships between the staff, parents and others associated with the school and engage in activities which support the school and promote the welfare of the pupils attending it. The trustees delegate the day to day responsibilities for fund-raising activities to the PTA Committee.

Development, activities and achievements

The trustees consider the performance of the association this year to be satisfactory having this year raised for the funds of:

(2020)	£25,127	(2019)	£17,811
--------	---------	--------	---------

and having donated following amounts to school

(2020)	£49,000	(2019)	£0
--------	---------	--------	----

The above donation includes £20,000 from funds raised from the previous year donated to the School's Music Department towards its refurbishment.

The remaining £29,000 was used to pay for the upgrade to the flooring in the Playhouse (£9000) and the new sound and lighting in the Playhouse (£20,000).

The bulk of this year's fund raising (£19,000) comes from the Uniform Shop which is completely run by unpaid PTA volunteers. The association would like to thank all parents and staff, whose continued support enabled us to raise these funds

Financial review

The surplus for the year is as set out in the attached financial statements and arises from voluntary fund-raising, and trading activities of the uniform shop.

Future developments and post Balance Sheet events

The Year ending 2020 will see a change in the PTA Chair and the Head Teacher as well as other Trustees. Please also note the post balance sheet donation stated under developments, activities and achievements above.

Statement of trustees' responsibilities

The trustees are required under the constitution to prepare financial statements for the financial year which give a true and fair view of the state of affairs of the charity and of its results for that period.

In preparing those financial statements the trustees are required to :

- 1/ select suitable accounting policies and apply them consistently;
- 2/ make judgments and estimates that are reasonable and prudent;
- 3/ prepare the financial statements on a going concern basis unless it is appropriate to assume that the charity will not continue in business.

The trustees are responsible for keeping proper accounting records which 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 any other irregularities.

This report was approved by the trustees on _____ and signed on its behalf by:

.....

Trustee

Incoming Resources	<i>Note</i>	<u>2020</u>	<u>2019</u>
Fund-raising income	2	9,959	7,665
Sale of school uniform		58,875	62,076
Interest received		0	0
Misc Income		36	36
Total incoming resources		<u>68,870</u>	<u>69,777</u>
Resources expended			
Direct charitable			
Donation to School		49,000	-
Other expenditure			
Fund-raising costs	2	3,659	3,908
Purchase of school uniform (for resale) Net of Stock Movement		39,962	47,916
Unifrom Shop Expenses		0	26
Management & Administration of PTA	3	122	117
Total expenditure		<u>92,743</u>	<u>51,967</u>
Net movement in funds for the year	4	(23,873)	17,811
Total funds brought forward		91,605	73,794
Total funds carried forward		<u>67,732</u>	<u>£91,605</u>

48126.34	<i>Note</i>	<u>2020</u>	<u>2019</u>
Current Assests			
Cash in Hand		243	3,579
Refreshments Stock		616	719
Stock of uniform (for resale)	5	35,177	39,180
Balance at bank		31,696	48,126
Prepayments & Receivables		-	-
		<u>67,732</u>	<u>91,605</u>
Current Liabilities: amounts falling due within 1 year			
Accruals		-	-
		-	-
		<u>67,732</u>	<u>91,605</u>
Capital			
Unrestricted funds		<u>£67,732</u>	<u>£91,605</u>
		0	(0)

NOTE

1 Accounting Policies

a) Basis of preparation of the accounts

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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

The charity has taken advantage of the exemption in Financial Reporting Standard no.1 from the requirement to produce a cashflow statement on the grounds that it qualifies as a small charity.

b) Income

Voluntary income and donations are accounted for as received by the association. The income from fund-raising ventures is shown gross, with the associated costs included in fund-raising costs. No permanent endowments have been received in the period.

c) Value Added Tax

Value added tax is not recoverable by the charity and as such is included in the relevant costs in the statement of financial activities.

d) Fund-raising costs

Fund-raising expenditure comprises costs incurred in the staging of fund-raising events.

e) Management and administration expenditure

Expenditure on management and administration of the charity includes all expenditure not directly related to the charitable activity or fund-raising ventures.

2 Fund-raising income and costs

	2020	2020	2019	2019
	INCOME	COSTS	INCOME	COSTS
Quiz Nights	4,508	2,387	4,355	2,750
Song & Dance	169	85	122	51
Sports Day/ Sports Mornings	1,583	330	1,459	683
Non-Uniform Days	393		-	-
School Discos	1,432	406	1,682	425
School Production	1,418	451		
Change in Refreshments Stock	(102)		47	
Everyclick	59			
Matchfunding	500			
	9,959	3,659	7,665	3,908
Profit	6,300		3,757	

NOTE

3 Administration expenditure	<u>2020</u>	<u>2019</u>
Insurance	122	117
	<u>122</u>	<u>112</u>
4 Net movement in funds for the year		
Donations (inclusive of Income Tax refunds)		-
Profit on sale of school uniform & Stock movement	18,914	11,838
Income from fund raising activities less expenses	6,300	-
Bank interest received / Misc income	36	-
	<u>25,250</u>	<u>11,838</u>
Funds raised less direct costs		
Administration costs	122	117
	<u>25,372</u>	<u>11,955</u>
Net funds raised in the year		
Transferred to school funds	49,000	1,500
Other Donations Made		
Net movement in funds for the year	<u>(23,628)</u>	<u>10,455</u>
The net movement in funds for the year is stated after charging:		
Trustees' remuneration	-	-
Trustees' expenses reimbursed	-	-
Fee for the independent examination of the accounts	-	-
	<u>£0</u>	<u>£0</u>
5 Stock of school uniform for resale		

Stock is valued at the lower of cost and net realisable value, and was verified by 100% physical inspection by members of the committee. The value in these accounts is at cost less 10%



Section A Independent Examiner's Report

Report to the trustees/
members of

Rickmansworth School PTA

On accounts for the year
ended

31st March 2020

Charity no
(if any)

311074

Set out on pages

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended **31/03/2020**

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

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:

22/01/2021

Name:

Aaron Martins ACMA

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

Chartered Management Accountant

Address:

10 De Vere Walk

Watford

Herts

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.

