

The Trustees present their report and accounts for the year ended 31st March 2022

#### 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 staff, parents and other 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 fundraising 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 the funds of:

2022	£20,477	2021	£23,247
------	---------	------	---------

and having donated following amounts to school

2022	£0	2021	£18,152
------	----	------	---------

Between April 2021 and February 2022, the continuing restrictions as a result of the pandemic limited face to face PTA fund raising events to the September Year 7 Sports morning only. An On-line Quiz took place in January 2022 and the on-line platforms everyclick, give as you live and Amazon Smile also contributed to funds raised. In March 2022 the PTA were able to provide refreshments for both the Year 7 and sports morning and the School Production as normal business started to resume.

The bulk of this year's fund raising ( £18,946) continues to come 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

Due to the continuing pandemic uncertainty during year ending March 2022, the Chair has remained the same and will remain until School Year ending July 2022.

Whilst no donations show in this year's accounts, a donation of £45,000 was made in April 2022 for equipment for the new Innovation and Design Centre

Current fundraising is to supply for the provision of new equipment for the Food Tech Department

In the next financial year (ending 31st March 2023) we are pleased to be able to host more face to face events including the year 7 disco & parent meet and greet, and in house Quizes. However, the Education (Guidance about Costs of School Uniforms) Act 2021 means that Rickmansworth School are required to consider how and whether the PTA is able to continue its role as exclusive School Uniform provider. This will involve significant work for the PTA especially the Uniform Shop. The loss of the School Uniform income would have significant repercussions to the PTA in the following financial year. The PTA will need to consider how any reduction in income can be recovered from alternative fundraising activities.

**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 12/7/22 and signed on its behalf by:

*M. Fletcher*  
.....

*Gillian Betty Crawford*

Trustee

MATTHEW FLETCHER

GILLIAN BETTY CRAWFORD

---

Incoming Resources	<i>Note</i>	<u>2022</u>	<u>2021</u>
Fund-raising income	2	3,846	1,962
Sale of school uniform		80,669	76,589
Interest received		0	1
Donations from Individuals		39	36
<b>Total incoming resources</b>		<u><u>84,554</u></u>	<u><u>78,588</u></u>
<b>Resources expended</b>			
<b>Direct charitable</b>			
Donation to School		-	18,152
<b>Other expenditure</b>			
Fund-raising costs	2	2,227	565
Purchase of school uniform (for resale) Net of Stock Movement		60,329	54,590
Uniform Shop Expenses		1,393	64
Management & Administration of PTA	3	128	123
<b>Total expenditure</b>		<u><u>64,077</u></u>	<u><u>73,494</u></u>
 <b>Net movement in funds for the year</b>	 4	 20,477	 5,095
 <b>Total funds brought forward</b>		 72,827	 67,732
<b>Total funds carried forward</b>		<u><u>93,304</u></u>	<u><u>£72,827</u></u>

	<u>Note</u>	<u>2022</u>	<u>2021</u>
<b>Current Assests</b>			
Cash in Hand		900	243
Refreshments Stock		90	616
Stock of uniform (for resale)	5	25,346	26,070
Balance at bank		65,058	45,897
Prepayments & Receivables		1,910	-
		<u>93,304</u>	<u>72,827</u>
 <b>Current Liabilities: amounts falling due within 1 year</b>			
Accruals		-	-
		<u>93,304</u>	<u>72,827</u>
 <b>Capital</b>			
Unrestricted funds		<u>£93,304</u>	<u>£72,827</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**

	2022	2022	2021	2021
	INCOME	COSTS	INCOME	COSTS
Quiz Nights	1,241	450	1,498	565
Song & Dance	-	-	-	-
Sports Day/ Sports Mornings	1,132	744	-	-
Non-Uniform Days	-	-	-	-
School Discos	-	-	-	-
School Production	1,316	417	-	-
Change in Refreshments Stock	-	616	-	-
Everyclick	30	-	464	-
Give as you live	90	-	-	-
Amazon Smile	38	-	-	-
	<u>3,846</u>	<u>2,227</u>	<u>1,962</u>	<u>565</u>
<b>Profit</b>	<b>1,619</b>	<b>-</b>	<b>1,397</b>	<b>-</b>

NOTE

<b>3 Administration expenditure</b>	<u><b>2022</b></u>	<u>2021</u>
Insurance	128	123
	<u>128</u>	<u>112</u>
 <b>4 Net movement in funds for the year</b>		
Donations (inclusive of Income Tax refunds)	39	36
Profit on sale of school uniform & Stock movement	18,946	21,936
Income from fund raising activities less expenses	1,462	1,397
Bank interest received / Misc income	0	1
Funds raised less direct costs	<u>20,447</u>	<u>23,370</u>
Administration costs	90	123
Net funds raised in the year	<u>23,493</u>	<u>25,372</u>
Transferred to school funds		18,152
Other Donations Made		
Net movement in funds for the year	<u>23,493</u>	<u>(23,628)</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>
 <b>5 Stock of school uniform for resale</b>		

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%

There is an obligation to buy branded stock exclusively made for Rickmansworth School Uniform that is held in our supplier's warehouse. Value of this stock at 31st March was estimated at £12,000

The Trustees present their report and accounts for the year ended 31st March 2022

#### 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 staff, parents and other 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 fundraising 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 the funds of:

2022	£20,477	2021	£23,247
------	---------	------	---------

and having donated following amounts to school

2022	£0	2021	£18,152
------	----	------	---------

Between April 2021 and February 2022, the continuing restrictions as a result of the pandemic limited face to face PTA fund raising events to the September Year 7 Sports morning only. An On-line Quiz took place in January 2022 and the on-line platforms everyclick, give as you live and Amazon Smile also contributed to funds raised. In March 2022 the PTA were able to provide refreshments for both the Year 7 and sports morning and the School Production as normal business started to resume.

The bulk of this year's fund raising ( £18,946) continues to come 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

Due to the continuing pandemic uncertainty during year ending March 2022, the Chair has remained the same and will remain until School Year ending July 2022.

Whilst no donations show in this year's accounts, a donation of £45,000 was made in April 2022 for equipment for the new Innovation and Design Centre

Current fundraising is to supply for the provision of new equipment for the Food Tech Department

In the next financial year (ending 31st March 2023) we are pleased to be able to host more face to face events including the year 7 disco & parent meet and greet, and in house Quizes. However, the Education (Guidance about Costs of School Uniforms) Act 2021 means that Rickmansworth School are required to consider how and whether the PTA is able to continue its role as exclusive School Uniform provider. This will involve significant work for the PTA especially the Uniform Shop. The loss of the School Uniform income would have significant repercussions to the PTA in the following financial year. The PTA will need to consider how any reduction in income can be recovered from alternative fundraising activities.

**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 12/7/22 and signed on its behalf by:

*M. Fletcher*  
.....

*Gillian Betty Crawford*

Trustee

MATTHEW FLETCHER

GILLIAN BETTY CRAWFORD

---

Incoming Resources	<i>Note</i>	<u>2022</u>	<u>2021</u>
Fund-raising income	2	3,846	1,962
Sale of school uniform		80,669	76,589
Interest received		0	1
Donations from Individuals		39	36
<b>Total incoming resources</b>		<u><u>84,554</u></u>	<u><u>78,588</u></u>
<b>Resources expended</b>			
<b>Direct charitable</b>			
Donation to School		-	18,152
<b>Other expenditure</b>			
Fund-raising costs	2	2,227	565
Purchase of school uniform (for resale) Net of Stock Movement		60,329	54,590
Uniform Shop Expenses		1,393	64
Management & Administration of PTA	3	128	123
<b>Total expenditure</b>		<u><u>64,077</u></u>	<u><u>73,494</u></u>
 <b>Net movement in funds for the year</b>	 4	 20,477	 5,095
 <b>Total funds brought forward</b>		 72,827	 67,732
<b>Total funds carried forward</b>		<u><u>93,304</u></u>	<u><u>£72,827</u></u>

	<u>Note</u>	<u>2022</u>	<u>2021</u>
<b>Current Assests</b>			
Cash in Hand		900	243
Refreshments Stock		90	616
Stock of uniform (for resale)	5	25,346	26,070
Balance at bank		65,058	45,897
Prepayments & Receivables		1,910	-
		<u>93,304</u>	<u>72,827</u>
<b>Current Liabilities: amounts falling due within 1 year</b>			
Accruals		-	-
		<u>93,304</u>	<u>72,827</u>
<b>Capital</b>			
Unrestricted funds		<u>£93,304</u>	<u>£72,827</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**

	2022	2022	2021	2021
	INCOME	COSTS	INCOME	COSTS
Quiz Nights	1,241	450	1,498	565
Song & Dance	-	-	-	-
Sports Day/ Sports Mornings	1,132	744	-	-
Non-Uniform Days	-	-	-	-
School Discos	-	-	-	-
School Production	1,316	417	-	-
Change in Refreshments Stock		616	-	-
Everyclick	30		464	
Give as you live	90		-	
Amazon Smile	38			
	<u>3,846</u>	<u>2,227</u>	<u>1,962</u>	<u>565</u>
<b>Profit</b>	<b>1,619</b>		<b>1,397</b>	

NOTE

<b>3 Administration expenditure</b>	<u><b>2022</b></u>	<u>2021</u>
Insurance	128	123
	<u>128</u>	<u>112</u>
 <b>4 Net movement in funds for the year</b>		
Donations (inclusive of Income Tax refunds)	39	36
Profit on sale of school uniform & Stock movement	18,946	21,936
Income from fund raising activities less expenses	1,462	1,397
Bank interest received / Misc income	0	1
Funds raised less direct costs	<u>20,447</u>	<u>23,370</u>
Administration costs	90	123
Net funds raised in the year	<u>23,493</u>	<u>25,372</u>
Transferred to school funds		18,152
Other Donations Made		
Net movement in funds for the year	<u>23,493</u>	<u>(23,628)</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>
 <b>5 Stock of school uniform for resale</b>		

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%

There is an obligation to buy branded stock exclusively made for Rickmansworth School Uniform that is held in our supplier's warehouse. Value of this stock at 31st March was estimated at £12,000



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Rickmansworth School PTA

**On accounts for the year  
ended**

31<sup>st</sup> March 2022

**Charity no  
(if any)**

311074

**Set out on pages**

(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 **31/03/2022**

**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:**

12/07/2022

**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.**