



Trustees' Annual Report for the period 2020/21

From September 1st 2020 To August 31st 2021

Charity name: Grove Schools' Parent Teacher Association

Charity registration number: 325009

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To provide and maintain close links to parents, children and teachers; to promote the general welfare of the Grove Schools, The Grove Junior School and The Grove Infant & Nursery School. |
| 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 | Fundraising and organising social events involving parents, children and school staff. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |

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|-------|--|--|
| Other | | |
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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>A total distribution of £23,783 was made to the two schools.</p> <p>The activities of the charity were somewhat limited by COVID lockdown restrictions but events included second hand uniform sales, a Halloween trail, sponsored walk and non-uniform days.</p> <p>Other funds were raised through the sale of Christmas tree and Christmas card, Mother's and Father's Day gifts and a school cookbook.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | The Charity made a good profit for the year and held a substantial amount in the bank at year end. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | Large distributions were made to both schools at the September AGM. Additional funds were given throughout the year for specific projects as and when needed. The money raised in this financial year will be used to provide distributions in the 2021/22 school year. |
| Amount of reserves held | Para 1.22 | Cash in the bank at 31 st August 2021 was £26006.90. |
| 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 | N/A |

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

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|---|-----------|--------------|
| 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 | Election |

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 | Grove Schools' Parent Teacher Association |
| Other name the charity uses | |
| Registered charity number | 325009 |
| Charity's principal address | Dark Lane Harpenden Hertfordshire AL5 1QB |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|---------------------|------------------------|--|--|
| 1 | Kathryn Howley | Chair | | |
| 2 | Michelle Lynch | Vice-Chair | | |
| 3 | Claire Walker | Treasurer | Resigned 22.07.21- | |
| 4 | Helen Kierney | Secretary | Appointed 21.10.20 | |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
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Funds held as custodian trustees on behalf of others

| | |
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| Description of the assets held in this capacity | |
| 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

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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

| | | |
|-------------------------------------|---|--|
| Signature(s) |  | |
| Full name(s) | HELEN KIERNEY | |
| Position (eg Secretary, Chair, etc) | TREASURER | |
| Date | 3.1.22 | |

The Grove Schools' Parent Teacher Association

Accounts for the year ended 31st August 2021

Charity Number 325009

| | Restricted 2021 £ | Unrestricted 2021 £ | Total 2021 £ | 2020 £ |
|--|-------------------------|---------------------------|--------------------|------------------|
| Income | | | | |
| Trading Activities | | | | |
| Second Hand Uniform | 0.00 | 1,672.73 | 1,672.73 | 1,989.21 |
| Proceeds from other fundraising activities | 0.00 | 22,913.13 | 22,913.13 | 32,711.14 |
| Hire of Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| Contributions to the PTA (including Gift Aid) | 1,625.00 | 586.04 | 2,211.04 | 2,017.50 |
| Total | 1,625.00 | 25,171.90 | 26,796.90 | 36,717.85 |
| Payments | | | | |
| Charitable and Other Expenditure | | | | |
| Purchase of School Uniform | 0.00 | 0.00 | 0.00 | 100.00 |
| Fundraising Activities | 0.00 | 2,309.44 | 2,309.44 | 15,898.97 |
| Insurance Membership | 0.00 | 0.00 | 0.00 | 122.00 |
| Miscellaneous Expenses | 0.00 | 143.00 | 143.00 | 572.04 |
| Total | 0.00 | 2,452.44 | 2,452.44 | 16,693.01 |
| Total Raised for the year ended 31st August 2021 | | | 24,344.46 | 20,024.84 |
| Other Payments | | | | |
| Distribution to The Grove Infant & Nursery School | 1,055.00 | 11,291.40 | 12,346.40 | 7,009.72 |
| Distribution to The Grove Junior School | 637.50 | 10,800.00 | 11,437.50 | 8,959.71 |
| Total | 1,692.50 | 22,091.40 | 23,783.90 | 15,969.43 |
| Net Receipts for the year | | | 560.56 | 4,055.41 |
| Bank balances as at 31st August 2020 | | | 25,446.34 | 21,390.93 |
| Cash and Bank Balances as at 31st August 2021 | | | 26,006.90 | 25,446.34 |
| Statement of Assets and Liabilities as at 31st August 2021 | | | | |
| | | | 2021 | 2020 |
| | | | £ | £ |
| Monetary Assets | | | | |
| Cash at bank as at 31st August 2021 | | | 26,006.90 | 25,446.34 |
| Cash in Hand as at 31st August 2021 | | | 0.00 | 0.00 |
| Other debtors | | | 0.00 | 0.00 |
| Total | | | 26,006.90 | 25,446.34 |
| Liabilities | | | | |
| Miscellaneous Liabilities | | | 0.00 | 0.00 |
| Other Assets | | | | |
| Stock of uniform at cost price held for resale | | | 0.00 | 0.00 |
| Items held for functional use by the charity and or occasional hire: iZettle card readers, BBQ, Event shelters - costs not recorded | | | | |

Independent examiner's report to the trustees of Grove Schools' Parent Teacher Association

I report to the trustees on my examination of the accounts of Grove Schools' Parent Teacher Association for the year ended 31st August 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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.

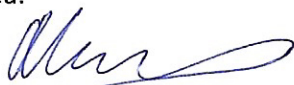
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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:



Name: Nick Kimberley, CA

Relevant professional qualification or membership of professional bodies (if any): ICAS M23941

Address: 2B Shakespeare Road, Harpenden, AL5 5ND

Date: 9th Jan 2022