



## Trustees' Annual Report for the period

From Period start date: 1/09/23 to Period end date: 31/08/2024

Charity name: Queenswood Parents Association

Charity registration number:801650

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The object of the Queenswood Parents Association (QPA) is to support the school's Principal in achieving the aims and objectives of Queenswood School, mostly those in relation to bringing the school community (girls, parents and families, teachers and the school). In furtherance of this object the Association may:</p> <ul style="list-style-type: none"> <li>• foster more extended relationships between the Staff and parents; and</li> <li>• engage in activities, including fundraising, which shall support the school</li> </ul>
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.	<ul style="list-style-type: none"> <li>• Para 1.17 and 1.19</li> </ul>	<ul style="list-style-type: none"> <li>• Sports Day Café</li> <li>• Queenswood Ball</li> <li>• Fireworks display</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regard to all relevant guidance issued by the Charity Commission on public benefit

#### 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	Helping out at the events held, such as sports day café, summer ball and fireworks display through running stalls and donations to fund them. Other includes donating cakes and such like.
Other		

## 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>Bringing the school community together for social events and to raise money to subsidise the future events.</p> <p>The school community as a whole benefits from the social activities. Bringing the girls, parents and school staff together - building community.</p> <p>Successfully held, sports day café, the Queenswood ball and Fireworks held biannually.</p> <p>These created a space for an informal, social and networking events for everyone. Boosting relationships between the teachers, girls and parents.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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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	Profit of £5,495.00 See accounts at end of this report
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	If any funds are held it is to use to fund future events, or to build up a pot to use and invest in something for the school
Amount of reserves held	Para 1.22	£14,896.00
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### 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

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	
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	

### 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	Queenswood Parents Association
Other name the charity uses	
Registered charity number	801650
Charity's principal address	Queenswood Shepherd's Way Brookmans Park Hatfield Hertfordshire AL9 6NS

### 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	Nicola Stella	Co-Chair		
2	Lisa Sharp	Co-Chair		
3	Cheryl Addo	Treasurer		
4				
5				
6				
7				
8				

### Corporate trustees - names of the directors at the date the report was approved

Director name		
	N/A	

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
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	

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

None

## 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) Cheryl Addo

Position (eg  
Secretary, Chair, etc) Treasurer

Date 21 February 2025

Queenswood Parents' Association Accounts for Period Ending 31 August 2023

Statement of Income & Expenses

	Ball Income £	Sports Day Income £	2nd hand Uniform £	Fund- raising £	Bank Interest £	TOTAL £
Income for Year	20,324	3,033	3,227	101	211	26,896
Expenditure for Year	(20,905)	(496)				(21,401)
Net Profit/ (Loss) for the Year	<b>(580)</b>	<b>2,536</b>	<b>3,227</b>	<b>101</b>	<b>211</b>	<b>5,495</b>

Statement of Assets & Liabilities

	£
Barclays	26,996
<b>Cash at bank</b>	<b>26,996</b>
Debtors	-
<b>Current Assets</b>	<b>26,996</b>
Creditors	(12,120)
<b>Current Liabilities</b>	<b>(18,635)</b>
<b>Net Assets</b>	<b>14,876</b>
Reserves b/f	9,381
In year profit	5,495
<b>Reserves</b>	<b>14,876</b>

## **Independent Examiners Report to the Trustees of Queenswood Parents Association – Year Ended 31 August 2024**

I report to the trustee on my examination of the annual accounts of Queenswood Parents Association ('the Trust') for the year ended 31 August 2024.

### **Responsibilities and Basis of the Report**

The Charity Trustees of the Trust 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. In carrying out my examination I have followed all applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiners statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination that give 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 the 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 to enable a proper understanding of the accounts to be reached.

**Signed**



**Name:** Ryan Simmons

Qualified Chartered Account (ACA)

**Address:** 51 Talbot Street, Hitchin, Herts SG5 2QU

**Date:** 11 February 2025