

# Trustees' Annual Report for the period

	Period start date		Period end date
<b>From</b>	01    09    2020	<b>To</b>	27    08    2021

## Section A Reference and administration details

**Charity name** ELEANOR PALMER SCHOOL ASSOCIATION

**Other names charity is known by**

**Registered charity number (if any)** 802466

**Charity's principal address** ELEANOR PALMER PRIMARY SCHOOL

LUPTON STREET

LONDON

**Postcode** NW5 2JA

### 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	Mrs Caroline Emlyn-Jones			
2	Mr Vincent McCabe			
3	Ms Esther Lane			
4	Ms Nancy Sun	Treasurer		
5				
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Independent Examiner	Mr. David Cunningham Green	2 Hugo Road, London N19 5EU

**Name of chief executive or names of senior staff members (Optional information)**

Ms Sally Hill and Ms Natalie Stevenson – Headteachers, Eleanor Palmer Primary School

**Section B Structure, governance and management**

**Description of the charity’s trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by members of association committees

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

Eleanor Palmer School Association is registered with the Charity Commission and is a member of the Parent Teachers’ Association UK with its own constitution.

Members of the EPSA are the parents/guardians of all children attending Eleanor Palmer, friends, and teachers.

The Association works closely with the school and the head teacher.

All Trustees give their time voluntarily and receive no remuneration or other benefits.

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The objective of the Charity is to advance the education of the pupils in Eleanor Palmer Primary School, Lupton Street, NW5 2JA (the “**School**”). In furtherance of this object the Charity may:

- a) Develop more extended relationships between the staff, parents, guardians, carers and others associated with the school;
- b) Engage in activities which support the School and advance the education of the pupils attending it; and
- c) Provide and assist in the provision of facilities for education at the School (not normally provided or inadequately funded by the Local Education Authority).

EPSA aims to make all activities/projects for the year accessible to everyone in the school; all families are actively encouraged to participate in all events.

The funds raised over the year were for:

- £15,000 - School Trips
- £10,000 - Art Therapist
- £5,000 - Books to support new phonics scheme

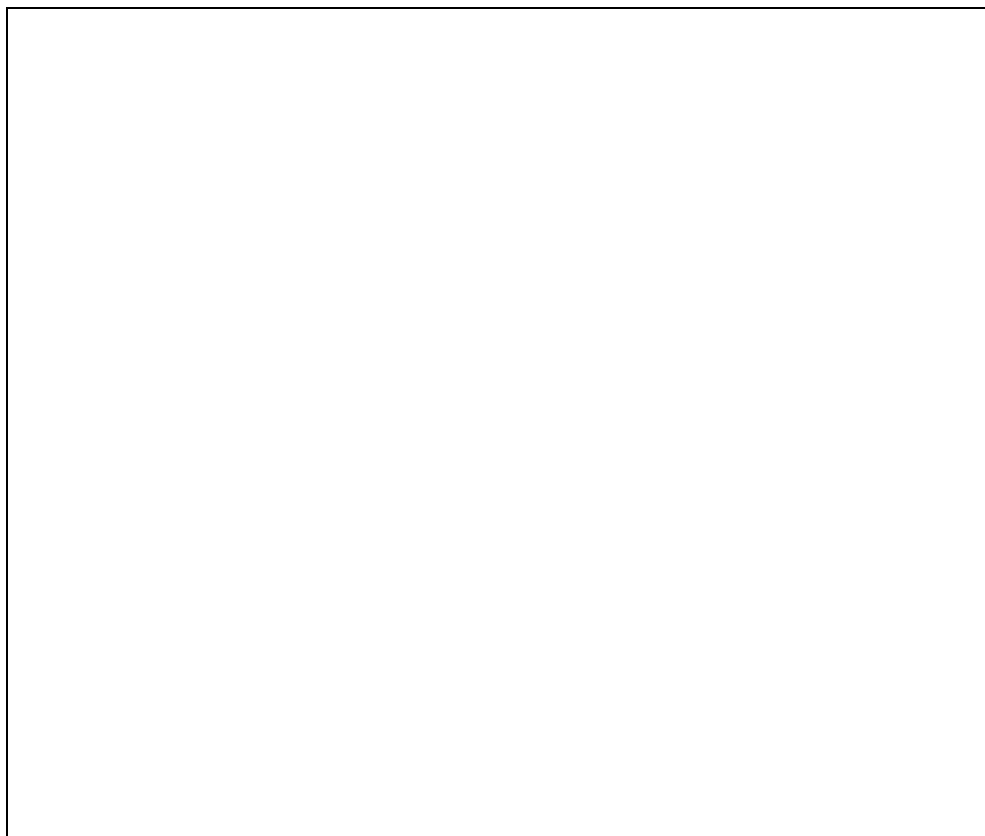
**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The trustees declare that they have, throughout their activities, had regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

It has been a challenging year; however, the charity has managed to raise funds through various visual events.

The main events were as follows:

- Summer Fair                      £11,935
- Christmas Fair                    £7,499
- Christmas Trees                 £1,405

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The charity does not have any specific policy on reserves. Sufficient reserves are retained to cover the charity's regular expenditure for the following year.

The balance in the current account for the PTA Fund on 27th August 2021 is £33,170.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

An endowment fund was set up under the Development Committee, which is independent from the PTA Committee and it was to further the school's operating process in the long-term. This was invested in a Charities Aid Foundation Investment Fund.

Development Fund (Keep it EP) was set up under the Development Committee, which is independent from the PTA Committee. It is funded by donations and is generally utilized for specific needs of the school.

## Section F

## Other optional information

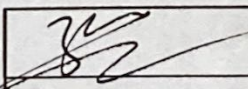
## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

ZHUOJIA NANCY SUN

Position (eg Secretary, Chair, etc)

TREASURER

Date

08/12/2021

**SCHOOL FUND 2020/21****SCHOOL FUND EXPENDITURE 2020/21****PAYMENTS**

Date	Month	CHQ/REF	Detail	Group	Amount £	Type
09/09/2020	Sep	100663	SCRAP Project Membership 2020-2021	Scrap Project	-228.67	E
15/09/2020	Sep	GIRO	CAF Dividend	CAF Income	145.44	I
28/09/2020	Sep	GIRO	CAF Donation (total in September 2020)	Development Fund	1,542.95	I
01/10/2020	Oct	GIRO	Bank Interest	Bank Interest	20.85	I
27/10/2020	Oct	GIRO	CAF Donation (total in October 2020)	Development Fund	1,700.93	I
26/11/2020	Nov	GIRO	CAF Donation (total in November 2020)	Development Fund	1,373.45	I
14/12/2020	Dec	100552	Visual Xmas Fair_Cash	Xmas Fair 2020	1,773.50	I
15/12/2020	Dec	GIRO	CAF Dividend	CAF Income	75.64	I
16/12/2020	Dec	GIRO	Kate's Gate (Mark Pemberton)	Kate's Gates Fund Raising	50.00	I
17/12/2020	Dec	100553	Xmas Trees	Xmas Fair 2020	1,404.77	I
17/12/2020	Dec	100553	Visual Xmas Fair_Cash	Xmas Fair 2020	20.00	I
18/12/2020	Dec	GIRO	Visual Xmas Fair	Xmas Fair 2020	5,858.62	I
22/12/2020	Dec	100554	Visual Xmas Fair_Cash	Xmas Fair 2020	80.98	I
29/12/2020	Dec.	GIRO	CAF Donation (total in December 2020)	Development Fund	1,534.79	I
04/01/2021	Jan.	GIRO	Bank Interest	Bank Interest	26.14	I
06/01/2021	Jan	100665	Visual Xmas Fair Expense_Subtopia Designs_Tea Towels	Xmas Fair 2020	-234.00	E
08/01/2021	Jan.	100666	Eleanor Palmer Primary School (CAF Donation July to Dec. 2020)	Development Fund	-11,792.75	E
25/01/2021	Jan.	100667	Eleanor Palmer Primary School Infant Playground Climbing Frame	PTA Contribution	-24,000.00	E
27/01/2021	Jan.	GIRO	CAF Donation (total in January 2021)	Development Fund	1,467.38	I
26/02/2021	Feb.	GIRO	CAF Donation (total in February 2021)	Development Fund	1,521.75	I
11/03/2021	Mar.	GIRO	Kate's Gate (Mookherjee SD)	Kate's Gates Fund Raising	50.00	I
15/03/2021	Mar.	GIRO	CAF Dividend	CAF Income	413.59	I
15/03/2021	Mar.	GIRO	Kate's Gate (Katrin Edelman)	Kate's Gates Fund Raising	100.00	I
25/03/2021	Mar.	GIRO	CAF Donation (total in March 2021)	Development Fund	2,542.68	I
26/03/2021	Mar.	GIRO	Kate's Gate (Cater Family)	Kate's Gates Fund Raising	250.00	I
01/04/2021	April	GIRO	Bank Interest	Bank Interest	29.30	I
07/04/2021	April	GIRO	Kate's Gate (M&P Sponsorship)	Kate's Gates Fund Raising	250.00	I
08/04/2021	April	GIRO	HMRG Gift Aid Repayment	Development Fund	1,378.17	I
13/04/2021	April	100668	Parentkind Membership Renewal	PTA Insurance	-116.00	E
27/04/2021	April	GIRO	CAF Donation (total in April 2021)	Development Fund	2,207.80	I
25/05/2021	May	GIRO	Darcars Ltd (Raffle)	Summer Fair 2021	100.00	I
26/05/2021	May	GIRO	CAF Donation (total in May 2021)	Development Fund	1,250.11	I
07/06/2021	June	GIRO	Kate's Gate (Shillingford Family)	Kate's Gates Fund Raising	100.00	I
17/06/2021	June	GIRO	Karadoo Finance Ltd.	Kate's Gates Fund Raising	10,179.16	I
25/06/2021	June	GIRO	CAF Donation (total in June 2021)	Development Fund	1,198.00	I
28/06/2021	June	100669	Karadoo Finance Ltd. (Kate's Gate)	Kate's Gates Fund Raising	-388.84	E
01/07/2021	July	GIRO	Bank Interest	Bank Interest	18.81	I
13/07/2021	July	GIRO	SEN Donation	Development Fund	10,000.00	I
14/07/2021	July	GIRO	SEN Donation	Development Fund	10,000.00	I
15/07/2021	July	100670	Eleanor Palmer Primary School Water Bottles	PTA Contribution	-387.00	E
16/07/2021	July	GIRO	M&P Sponsorship for Summer Fair	Summer Fair 2021	1,500.00	I
21/07/2021	July	GIRO	Lucy Whitaker	Summer Fair 2021	17.99	I
21/07/2021	July	GIRO	C. Clothier	Summer Fair 2021	137.50	I
22/07/2021	July	100555	Kate's Gate	Kate's Gates Fund Raising	40.00	I
22/07/2021	July	100555	Summer Fair (Cash)	Summer Fair 2021	4,613.46	I
23/07/2021	July	GIRO	Summer Fair (Paypal)	Summer Fair 2021	3,285.95	I
27/07/2021	July	GIRO	CAF Donation (total in July 2021)	Development Fund	1,197.00	I
27/07/2021	July	GIRO	L.A. Wiffen	Summer Fair 2021	110.00	I
27/07/2021	July	GIRO	C. Clothier	Summer Fair 2021	690.00	I
27/07/2021	July	GIRO	D. Chamberlain	Summer Fair 2021	200.00	I
27/07/2021	July	GIRO	IPR Ltd FMQ	Summer Fair 2021	150.00	I
27/07/2021	July	GIRO	G. Balch	Summer Fair 2021	170.00	I
28/07/2021	July	GIRO	J.D. Morris	Summer Fair 2021	350.00	I
28/07/2021	July	GIRO	Morelli M	Summer Fair 2021	400.00	I
29/07/2021	July	GIRO	Gareth Balch&Lau	Summer Fair 2021	170.00	I
02/08/2021	Aug	GIRO	H. Ogilvie	Summer Fair 2021	40.00	I
25/08/2021	Aug	GIRO	CAF Donation (total in August 2021)	Development Fund	1,268.83	I

Eleanor Palmer School Association

Charity Trading Account Overview 2020/2021

	Total	Total
	2021	2020
	£	£
<b><u>Bank Account Represented by</u></b>		
PTA Fund	33,170	26,338
Endowment Fund Accumulated Interest	12,160	11,525
Development Fund (Keep it EP)	34,260	5,868
	<b><u>79,589</u></b>	<b><u>43,731</u></b>
Endowment Fund (at cost value)	23,526	23,526
	<b><u>103,115</u></b>	<b><u>67,257</u></b>

Notes:

1. The Eleanor Palmer School Association was formerly known as the Eleanor Palmer Trust. A revised Constitution was adopted on the 11th December 1995. A further revised Constitution was adopted on the 1st October 2019.
2. The Endowment Fund is set up under the Development Committee, which is independent from the PTA Committee. It is set up to further the school's operating process in the long-term. The initial money is provided by donations and it is currently invested in the following fund:  
On 11th March 2011 the IM CAF Common Investment Fund - UK Equity Growth Fund Income was closed and transferred to the IM CAF Investment Fund - UK Equity B Income Fund. The original cost value was £17,113 and the value of the shares transferred was £ 23,526.
3. The PTA Fund is set up for the general support of the school and the fund is raised by the PTA Committee.
4. Development Fund (Keep it EP) is set up under the Development Committee, which is independent from the PTA Committee. It is funded by donations and is generally utilized for specific needs of the school.
5. These accounts are compiled on a cash basis. Donations being made to the Association may have an element of Gift Aid or tax paid, reclaimable from the Inland Revenue, this is not included in these accounts.
6. The total funds of the Eleanor Palmer School Association are applied to advance the education of the pupils in the school. The Charity is therefore able to provide and assist in the provision of facilities not normally provided by the education authority.

Eleanor Palmer School Association

Charity Trading Account Summary  
for the year to 27th August 2021

	NET TOTALS	
	2021	2020
	£	£
Bank Interest Received	95	104
Bingo		1,106
Cake Sale		1,328
School Disco		1,424
Donation		223
General Costs (Paypal card readers/PTA AGM)		
Insurance	-116	-115
Kate's Gates Fund Raising	10,630	
Matched Funding		
NW5 bags		
Playground Development	-24,000	-21000
Reusable Water Bottle	-387	-383
School Meeting (Keep it EP)		
Scientist in Residence		-1700
Scrap Project	-229	-229
Staff contributions		
Summer Concert		
Summer Fair	11,935	17,995
Summer Fair (Previous Year)		190
Toilet flooring replacement		-9,000
Whiteboards		-5,000
Xmas Fair	7,499	4,851
Xmas Cards		
Xmas Trees	1,405	822
<b>Surplus/Deficit</b>	<b>6,833</b>	<b>-9,383</b>
Endowment Fund - Annual Interest	635	968
Development Fund - Keep it EP	28,392	5,868
<b>Total</b>	<b>35,859</b>	<b>-2,547</b>

	Total	Total
	2021	2020
	£	£
<b>Cash in Bank:</b>		
<b>PTA Fund trading balance</b>	33,170	26,337
<b>Endowment Fund accumulated interest</b>	12,160	11,525
<b>Development Fund - Keep it EP</b>	34,260	5,868
<b>Total Cash</b>	<b>79,589</b>	<b>43,730</b>
<b>Endowment Fund at cost value</b>	23,526	23,526
<b>Total Balance at year end</b>	<b>103,115</b>	<b>67,256</b>

Notes

1. The Endowment Fund is set up under the Development Committee, which is independent from the PTA Committee.

It is set up to further the school's operating process in the long-term.

The initial money is provided by donations and it is currently invested in the following fund:

On 11th March 2011 the IM CAF Common Investment Fund - UK Equity Growth Fund Income was closed and transferred to the IM CAF Investment Fund - UK Equity B Income Fund. The original cost value was £17,113 and the value of the shares transferred was £23,526.

2. Development Fund (Keep it EP) is set up under the Development Committee, which is independent from the PTA Committee.

It is funded by donations and is generally utilized for specific needs of the school.

Eleanor Palmer School Association

Charity Trading Account Income and Expenditure Summary  
for the year to 27th August 2021

	2021	2020
	£	£
Receipts	School	School
	Fund	Fund
Bank Interest Received	95	104
Bingo		1,330
Cake Sale		1,328
Disco		1,905
Donation		223
Kate's Gates Fund Raising	11,019	
Matched Funding		
NW5 bags		
School Meeting (Keep it EP)		
Summer Concert		
Summer Fair	11,935	17,995
Summer Fair (Previous)		190
Water Bottle		4
Xmas Cards		
Xmas Fair	7,733	5,255
Xmas Trees	1,405	822
<b>Receipts Sub Total</b>	<b><u>32,187</u></b>	<b><u>29,157</u></b>
<b>Payments</b>		
Bingo		224
Disco		482
General Costs		
Kate's Gates Fund Raising	389	
Insurance	116	115
Playground Project	24,000	
PTA Contribution		36,700
Scientist in Residence		
Scrap Project	229	229
Staff Contributions		
Summer Concert		
Summer Fair		
Water Bottle	387	387
Xmas Fair	234	403
<b>Payments Sub Total</b>	<b><u>25,355</u></b>	<b><u>38,540</u></b>
<b>Surplus/Deficit</b>	<b><u>6,833</u></b>	<b><u>- 9,383</u></b>

	2021 Balance	Balance from previous year	Total Balance carried forward
<b>PTA Fund trading account</b>	<b>6,833</b>	<b>26,337</b>	<b>33,170</b>
<b>Endowment Fund interest</b>	<b>635</b>	<b>11,525</b>	<b>12,160</b>
<b>Development Fund - Keep it EP receipts</b>	<b>28,391</b>	<b>5,868</b>	<b><u>34,259</u></b>
			<b><u>79,589</u></b>
<b>Endowment Fund at cost value</b>	<b>23,526</b>	<b>23,526</b>	<b><u>23,526</u></b>
			<b>103,115</b>

Notes

1 This account is under the control of the School Committee which has delegated power to raise funds for the Eleanor Palmer School Association.  
The Charity Registration number is 802466.

2 Net Total for Events	2021	2020	2019
Bingo		£1,106	£1,103
Cake Sales		£1,328	£1,445
Disco		£1,424	£1,006
Summer Concert			£798
Summer Fair	£11,935	£17,995	£12,693
Xmas Fair	£7,499	£4,851	£3,852
Xmas Trees	£1,405	£822	£842

3 The Endowment Fund is set up under the Development Committee, which is independent from the PTA Committee.  
It is set up to further the school's operating process in the long-term.

The initial money is provided by donations and it is currently invested in the following fund:

On 11th March 2011 the IM CAF Common Investment Fund - UK Equity Growth Fund Income was closed and transferred to the IM CAF Investment Fund - UK Equity B Income Fund. The original cost value was £17,113 and the value of the shares transferred was £23,526.

4 Development Fund (Keep it EP) is set up under the Development Committee, which is independent from the PTA Committee.  
It is funded by donations and is generally utilized for specific needs of the school.



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity name: Kilnwood Junior School Association

On accounts for the year ended

Year ended: 30th August 2021 Charity no (if any): 802466

Set out on pages

Pages: 2, 3 + 4 (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 DD / MM / YYYY.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed: David Cunniffham Date: 16.11.2021

Name: DAVID CUNNINGHAM GRIFFIN

Relevant professional qualification(s) or body

F.C.17 Ltd. Member / CIPFA 1965-2011

(if any):

Address:

2 Hugo Rd  
Tufnell Park  
N19 5KJ ✓

**Section B**

**Disclosure**

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.

N/A.