

HAWES DOWN PRIMARY SCHOOL PARENT TEACHER ASSOCIATION
CHARITY ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2018

HAWES DOWN PARENT TEACHER ASSOCIATION

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees

The trustees during the year ended 31 August 2018 were as follows:

Matt Defretis
Joanne Patten
Tracy Jenkins
Karen Barlow

Principal Address

The Mead, West Wickham, Kent BR4 0BA

Independent Examiner

Helen Attack, 134 Hawes Lane, West Wickham, Kent BR4 9AF

Charity Number

1049656

HAWES DOWN PARENT TEACHER ASSOCIATION

REPORT OF THE TRUSTEES

Name and Status

The name of the charity is Hawes Down Parent Teacher Association and this is the name under which it operates. The charity was constituted as a charitable incorporated organisation on 6 October 1995 under registration number 1049656.

Address

The charity's registered and operational address is The Mead, West Wickham, Kent BR4 0BA.

Trustees

Throughout the year the trustees were: Matt Defretis, Joanne Patten, Tracy Jenkins, Karen Barlow

Objects

The purpose of the charity is raise funds for the School.

Structure, governance and management

The Trustees are satisfied that the charity works within the objects. The day to day work is undertaken by The Committee members. The trustees meet regularly to receive reports on and to review the work being undertaken.

Financial matters

The Charity's income for the financial period was £43,114 and its expenditure was £39,079.

Income was derived from a combination of income from our charitable activities (£28,167), a £10,000 grant from Big Lottery and match funding from several parents who work for corporate companies (£4,947), namely Barclays PLC, HSBC and Aon Consulting.

The main area of expenditure was carrying out the charitable objects of the company (£37,899) of which the largest part was spent on helping fund the music programme (£7,500). General expenses of £1,180 (mostly the purchasing of general equipment needed to run the charity) made up the remainder of expenditure.

Policies

In view of the nature of the charity and the manner in which it works the trustees do not consider it necessary to adopt any formal policies at this time.

HAWES DOWN PARENT TEACHER ASSOCIATION

REPORT OF THE TRUSTEES (cont'd)

Activity from 1 September 2017 to 31 August 2018

The income was raised from a number of events throughout the year, the biggest of which were the Fireworks Night and Circus. Money was raised from events held for the children such as discos, movie nights and Christmas and Easter activities. Regular cake and hot chocolate sales were held, gift/book sales, second hand uniform sales, a music quiz, barn dance and bingo night, silent auction, a fun afternoon, £1 challenge, smartie challenge, foreign coin collection, the cashback website www.easyfundraising.co.uk, the Schools Lottery, 100 club and raffles.

The Charity received donations from Waitrose Green Token Scheme and Match Funding from Barclays, HSBC, Aon and Arthur J Gallagher, in return for their employees helping out at our events. A £10,000 grant was received from Big Lottery which is to enhance Community Cohesion through sport and healthy lifestyle choices.

Plans for 2018/19

The same events are planned for next year as listed above except instead of the Circus there will be a Summer Fair.

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

Karen Barlow - Signed on behalf of the charity's trustees.

13/11/2018

HAWES DOWN PARENT TEACHER ASSOCIATION

Independent Examiner's Report to the Trustees of Hawes Down Parent Teachers Association

I report on the accounts of the Trust for the year ended 31 August 2018, which are set out on the following pages.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act):
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act): and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention.

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section s130 of the 2011 Act: and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or.

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Helen Atack
134 Hawes Lane
West Wickham
Kent
BR4 9AF

13/11/2018

HAWES DOWN PARENT TEACHER ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 August 2018

	Unrestricted Funds	Restricted Funds	Total Funds 2017/18	Total Funds 2016/17
	£	£	£	£
Receipts				
Turnover	27,932	-	27,932	22,667
Subscriptions	-	-	-	-
Grants	-	10,000	10,000	-
Gift Aid	-	-	-	-
Donations	<u>5,182</u>	<u>-</u>	<u>5,182</u>	<u>1,155</u>
Total receipts	<u>33,114</u>	<u>10,000</u>	<u>43,114</u>	<u>23,822</u>
Payments				
Charitable expenditure				
<i>Direct charitable expenditure</i>	37,899	-	37,899	23,438
<i>Support costs</i>				
<i>Administration:</i>				
Running cost	<u>1,180</u>	<u>-</u>	<u>1,180</u>	<u>942</u>
	<u>39,079</u>	<u>-</u>	<u>39,079</u>	<u>24,380</u>
<i>Governance costs:</i>				
Accountancy fees	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total payments	<u>39,079</u>	<u>-</u>	<u>39,079</u>	<u>24,380</u>
Net receipts	<u>(5,965)</u>	<u>10,000</u>	<u>4,035</u>	<u>(558)</u>
Net assets b/f	<u>10,931</u>	<u>-</u>	<u>10,931</u>	<u>11,489</u>
Net assets c/f	<u>4,966</u>	<u>10,000</u>	<u>-</u>	<u>10,931</u>

HAWES DOWN PARENT TEACHER ASSOCIATION

STATEMENTS OF ASSETS AND LIABILITIES

AS AT 31 August 2018

	2018 £	2017 £
Cash funds		
Bank current account	14,966	10,931
	<u> </u>	<u> </u>

We approve the above accounts and confirm that we have made available all relevant records and information for their compilation.



Karen Barlow - Signed on behalf of the trustees

13/11/2018

HAWES DOWN PARENT TEACHER ASSOCIATION

NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT *FOR THE YEAR ENDED 31 AUGUST 2018*

1 Trustees transactions

There were no transactions with trustees during the year that require disclosure.

