



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From: 01 Sept 2021 To: 31 Aug 2022**

**Charity name: Bernards Heath Junior School Parent and Teacher Association**

**Charity registration number: 1056642**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Raising money to support and enhance the provision at Bernards Heath Junior School</b>
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	<b>Events held throughout the school year to raise money for the benefit of the school pupils and community. These include but are not limited to Christmas Hampers, May Fair, Family Camp, Quiz night, Film nights, Disco nights, Year 6 leaver party</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees have read the guidance on the public benefit and remain committed to providing the school with additional funds to enhance pupil experiences. The PTA seeks advice and opinions from both the school and parents on what the funds raised should be spent on.</b>

## **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>
Contribution made by volunteers	Para 1.38	<b>The PTA are dependent on all those that give their time, energy and money to raise much needed funds to support our school.</b>

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	With budgets to school funding currently being squeezed, the funds the PTA raise allow the school to enhance the learning environment. The majority of our fundraising was taken during May Fair, the Headteacher and SBM were both scheduled to leave the school at the end of July, the PTA scheduled a meeting with the new team to agree on where funds would be spent in the upcoming year. Money has been earmarked for the Music Dept/School Sports Kits which will be purchased in Sept 2022.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>At the end of 21/22 financial year the charity had a balance@ £18,534</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity has no significant overheads or commitments but aims to always hold a small reserve to facilitate future fundraising.</b>
Amount of reserves held	Para 1.22	<b>£18,534</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### 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	<b>N/A</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>N/A</b>
Other		<b>N/A</b>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Model PTA Constitution</b>
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	<b>Appointed at AGM</b>

### 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	<b>N/A</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>N/A</b>
Relationship with any related parties	Para 1.51	<b>N/A</b>
Other		<b>N/A</b>

## Reference and Administrative details

Charity name	Bernards Heath Junior School Parent Teacher Association
Other name the charity uses	Bernards Heath Junior School PTA
Registered charity number	1056642
Charity's principal address	Watson Avenue St Albans AL3 5HP

**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	Fiona Walker	Treasurer	Oct 19 to Present Day	
2	Laury Howat	Treasurer	Oct 19 to 23-11-2022	
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

**Funds held as custodian trustees on behalf of others**

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

**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

<b>Signature(s)</b>		
<b>Full name(s)</b>	Fiona Walker	Laury Howat
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	Treasurer
<b>Date</b>	23 November 2022	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Bernards Heath Junior School PTA

1056642

## Receipts and payments accounts

For the period  
from

9/1/2021

To

8/31/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Charitable Activities	26,842	-	-	26,842
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	26,842	-	-	26,842
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	26,842	-	-	26,842
<b>A3 Payments</b>				
Raising Funds	14,255	-	-	14,255
Charitable activities	585	-	-	585
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	14,840	-	-	14,840
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	14,840	-	-	14,840
<b>Net of receipts/(payments)</b>	12,002	-	-	12,002
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	6,532	-	-	6,532
<b>Cash funds this year end</b>	18,534	-	-	18,534



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Bank Balance	18,504	-
	Cash in hand	30	-
		-	-
	<b>Total cash funds</b>	<b>18,534</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name



**CC16a**



**Last year**  
**to the nearest £**

<b>8,704</b>
-
-
-
-
-
-
-
<b>8,704</b>

-
-

<b>8,704</b>
--------------

<b>2,485</b>
<b>28,050</b>
-
-
-
-
-
-
-
-
<b>30,535</b>

-

<b>30,535</b>
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-	<b>21,831</b>
	-
	<b>28,363</b>
	<b>6,532</b>



**Endowment  
funds**

to nearest £

-
-
-
-

OK

**Endowment  
funds**

to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


**Date of  
approval**




Section A

Independent Examiner's Report

Report to the trustees/  
members of

BERNARDS HEATH JUNIOR SCHOOL PARENT TEACHER  
ASSOCIATION

On accounts for the year  
ended

31<sup>st</sup> AUGUST 2022

Charity no  
(if any)

1056642

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2021**.

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 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.

Signed: *N Langford*

Date: 13/11/2022

Name: MRS NICOLA JANE LANGFORD

Relevant professional  
qualification(s) or body  
(if any):

CIMA

Address:

201 BEECH ROAD

ST ALBANS, HERTFORDSHIRE

AL3 5AJ

**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.**