

ACCOUNTS FOR THE YAER ENDED 31 AUGUST 2017

FOR

RAVENSOTE JUNIOR SCHOOL PARENT TEACHER ASSOCIATION

REGISTERED CHARITY NO. 277432



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 01/09/2016 Period start date to 31/08/2017 Period end date

Charity name: Ravenscote Junior School Parent Teacher Association

Charity registration number: 277432

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To enhance the education facilities for the pupils at Ravenscote Junior 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	Annual Fireworks event Annual Summer Fair "Party in the park" 4 x social disco's for pupils
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have read and integrated the guidance on public benefit and as such 2 of our main events annually are open to the public.

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>During this year, the Ravenscote Junior School Parent Teacher Association has raised sufficient funds to:</p> <ul style="list-style-type: none">• Install a new computing suite• Replace worn dictionary and thesaurus• Fund a gardening club for pupils• Install a peace garden and willow dome• eReader licences for a virtual library for all pupils• Ipads and sundries for music and PE departments• New PE kits for external matches• A pantomime show for all pupils <p>In addition we have held two open social events to draw in the wider community – a fireworks display that draws approx. 5k people from the local area in November, and a summer fair "party in the park" which combines a traditional summer fair as well as showcasing the children's talents in a range of disciplines.</p> <p>We are very pleased to be able to draw our local community into their school.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Ravenscote Junior School Parent Teacher Association ends the financial period having funded some fantastic facilities for the school as per its mission and holds pragmatic reserves for planned events and investments in the following period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold reserves for two reasons: 1) To fund the costs for our large fireworks display 2) Where we are saving for larger investments that may not be funded instantly
Amount of reserves held	Para 1.22	£28,047
Reasons for holding zero reserves	Para 1.22	NA
Details of fund materially in deficit	Para 1.24	NA
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	NA

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	PTA UK Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated 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 to post by a quorum of parents and teachers from Ravenscote Junior School on an annual basis

Reference and Administrative details

Charity name	Ravenscote Junior School Parent Teacher Association
Other name the charity uses	NA
Registered charity number	277432
Charity's principal address	Care of: Ravenscote Junior School Old Bisley Rd, Frimley, Camberley GU16 9RE

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	Liz Stacey	Chair person	To 21/11/16	
2	Kris Dyer	Chair person	From 21/11/16	
3	Elizabeth Wild	Treasurer		
4	Mandeep Singh	Secretary	From 13/03/17	
5				
6				
7				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
NA		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NA
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	NA
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	NA

Exemptions from disclosure

Reason for non-disclosure of key personnel details

NA


Other optional information

NA

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)	Kris Dyer	
Position (eg Secretary, Chair, etc)	Chair	
Date	21/07/18	

Ravenscote Junior School Parent Teacher Association

Registered Charity number 277432

Independent Examiner's Report

Year Ended 31 August 2017

I report on the accounts of the Charity for the year ended 31 August 2017, which are set out on pages 1 to 4.

Respective responsibilities of 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 disclosures in the accounts, and seeking explanations from the 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 is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement

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 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

Signed



Name

SHARON PRICTOE

Date

3 JULY 2018

Relevant professional qualification

FCCA

Address

171 CHEYLESMORE DRIVE
FRIMLEY
SURREY GU14 9BL

Ravenscote Junior School Parent Teacher Association

Registered Charity Number 277432

Income and Expenditure Account

Year Ended 31 August 2017

	Notes	Income £	2017 Expenditure £	Net £	2016 Net £
Fundraising activities					
Fireworks		31,868	13,353	18,515	14,206
Icebreaker Disco		2,832	1,198	1,634	1,363
Summer Disco		2,828	1,526	1,302	1,287
Theatre Tickets		2,113	1,816	297	378
Misc/Refreshment Sales		706	328	378	819
Year 6 Leavers Disco		1,830	1,893	-64	-32
Spring Disco		2,744	1,215	1,529	1,407
Party in the Park		8,621	4,552	4,069	3,901
Yearbook		152	2,354	-2,201	-111
Christmas Shopping Event		841	43	798	0
Circus		0	0	0	1,750
Net income from fundraising activities		54,535	28,277	26,258	24,967
Other Income					
SCJ Donation 2017/Sponsorship Fireworks sponsorship 2016		8,000	0	8,000	5,000
Miscellaneous					202
Net other income		8,000	0	8,000	5,202
Expenditure furthering objectives					
Donations to Ravenscote Junior School	3			30,027	23,271
Net expenditure in furtherance of objectives				30,027	23,271
Running costs					
Equipment purchases				549	120
NCPTA Subscription and Insurance				113	107
Website and bank charges				261	65
Net running costs				923	292
Surplus/(Deficit) of Income over Expenditure				3,308	6,606

Ravenscote Junior School Parent Teacher Association

Registered Charity Number 277432

Balance Sheet

31 August 2017

	Notes	2017 £	2016 £
Current Assets			
Bank & Cash		28,084	30,739
		<u>28,084</u>	<u>30,739</u>
Current Liabilities			
Deferred Income	4	38	6,000
		<u>38</u>	<u>6,000</u>
Total Assets less Liabilities		<u>28,047</u>	<u>24,739</u>
Represented By			
Balance Brought Forward		24,739	18,133
Surplus/(Deficit) for Year		3,308	6,606
Reserves carried forward		<u>28,047</u>	<u>24,739</u>

Ravenscote Junior School Parent Teacher Association

Registered Charity Number 277432

Notes to the Accounts

Year Ended 31 August 2017

1 Accounting Policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and applicable regulations.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

(b) Funds structure

All funds of the charity are considered to be unrestricted and the trustees are free to use for any purpose in furtherance of the charitable objects.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, there is sufficient certainty of receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Donations are recognised when they have been communicated in writing with notification of both the amount and settlement date. In the event that a donation is subject to conditions that require the holding of a particular event before the charity is entitled to the funds, the income is deferred and not recognised until that event takes place.

(d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accrual basis.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

2 Related party transactions and trustees' expenses and remuneration

The trustees all give freely of their time and expertise without any form of remuneration or other benefit in cash or kind (2017: £nil). No trustees claimed expenses from the charity during the year (2017: £nil).

Ravenscote Junior School Parent Teacher Association

Registered Charity Number 277432

Notes to the Accounts

Year Ended 31 August 2017

	2017	2016
	£	£
3 Donations to Ravenscote Junior School		
Term contributions	1200	1200
Gardening club	519	300
Pantomime	840	792
Christmas Fair		243
Minibus purchase		19160
Minibus running costs	1077	1576
Peace Garden & Willow Dome	4503	
PE kits	950	
Dictionary, Thesaurus & ELSA items	1892	
Ipads & cases	1473	
Computer Suite	15370	
E-Reader	1950	
Generator	253	
	<u>30027</u>	<u>23271</u>
4 Deferred Income		
Fundraising income deferred	38	6000
SC Johnson Firework donation deferred		6000
	<u>38</u>	<u>6000</u>