
ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2018

ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

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ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

**CHAIRMAN'S STATEMENT
FOR THE YEAR ENDED 31 AUGUST 2018**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2018**

Trustees

P Opalko
K Sutehall
K Phelan
C Credland

Charity registered number

1107829

Principal office

9 St Marks Road
Maidenhead
Berkshire
SL6 6DG

Accountants

Barnes Mayer Ltd
Unit 3
Denmark Street
Maidenhead
SL6 7BN

ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2018

The Trustees present their annual report together with the financial statements of St Edmund Campion School Friends & Associates PTA (the charity) for the year ended 31 August 2018. The Trustees confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

The Trust was established by a charitable trust deed on 27 January 2005.

The Trustees who served during the year were:

P Opalko
K Sutehall
K Phelan
C Credland

The Trustees are appointed by nomination.

The Trustees have assessed the major risks to which they are exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Objectives and Activities

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The Trust's objectives are to advance the education of pupils in the school and to raise funds for school improvements.

The majority of the funds were raised through several main fundraising events held in the year including a camping night, 2 quizzes, a Christmas Shopping Evening, a Christmas fayre, an Easter Egg Hunt, a Summer Fayre, a family camping event and three discos held for the children.

Achievements and performance

The main achievements during the year were the purchase of new touch screen TV's, the maintenance of the pool and surrounding area and an increase in the allowances given to teachers for classroom resources.

Financial review

It is the policy of the Trust that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will still be able to continue the Trust's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Plans for the future

The policy on non-allocated income is to carry the monies forward to the next fiscal year to cover on-going expenses and future requests for income from the school.

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2018**

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on _____ and signed on their behalf, by:

K Phelan & K Sutehall

ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 AUGUST 2018**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

The report on the financial statements of the charity for the year ended 31 August 2018 which are set out on pages 6 to 11.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

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

It is my responsibility to:

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2018

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 Act; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 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 financial statements to be reached.

Signed:

Dated:

J Price
Barnes Mayer Ltd

ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

**STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
FOR THE YEAR ENDED 31 AUGUST 2018**

	Note	Unrestricted funds 2018 £	Total funds 2017 £
INCOMING RESOURCES			
Incoming resources from generated funds:			
Voluntary income	2	6,334	8,133
Investment income	3	1	1
Incoming resources from charitable activities	4	42,095	40,408
TOTAL INCOMING RESOURCES		48,430	48,542
RESOURCES EXPENDED			
Charitable activities	5	59,987	32,714
Governance costs	7	105	101
TOTAL RESOURCES EXPENDED	8	60,092	32,815
MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME/(EXPENDITURE) FOR THE YEAR		(11,662)	15,727
<i>Total funds at 1 September 2017</i>		29,801	14,074
TOTAL FUNDS AT 31 AUGUST 2018		18,139	29,801

The notes on pages 8 to 11 form part of these financial statements.

ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

BALANCE SHEET
AS AT 31 AUGUST 2018

	Note	£	2018 £	£	2017 £
CURRENT ASSETS					
Cash at bank and in hand			18,139		29,801
			<u>18,139</u>		<u>29,801</u>
NET ASSETS					
			<u>18,139</u>		<u>29,801</u>
CHARITY FUNDS					
Unrestricted funds	11		18,139		29,801
			<u>18,139</u>		<u>29,801</u>
TOTAL FUNDS					
			<u>18,139</u>		<u>29,801</u>

The financial statements were approved by the Trustees on 25 June 2019 and signed on their behalf, by:

K Phelan

K Sutehall

The notes on pages 8 to 11 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards.

1.2 Cash flow

The financial statements do not include a Cash flow statement because the charitable charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008).

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018**

2. VOLUNTARY INCOME

	Unrestricted funds 2018 £	<i>Total funds 2017 £</i>
Donation	6,334	8,133
	<u>6,334</u>	<u>8,133</u>

3. INVESTMENT INCOME

	Unrestricted funds 2018 £	<i>Total funds 2017 £</i>
Interest receivable	1	1
	<u>1</u>	<u>1</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2018 £	<i>Total funds 2017 £</i>
Fundraising events	38,794	38,009
Subscriptions for the 100 club	1,423	1,465
Takings from the Swimming pool	1,878	934
	<u>42,095</u>	<u>40,408</u>

5. EXPENDITURE BY CHARITABLE ACTIVITY

SUMMARY BY FUNDTYPE

	Unrestricted funds 2018 £	<i>Total funds 2017 £</i>
Grant to the school and fundraising	57,148	30,568
100 Club	600	780
Swimming pool	2,239	1,366
	<u>59,987</u>	<u>32,714</u>

ST EDMUND CAMPION SCHOOL FRIENDS & ASSOCIATES PTA

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018**

6. TOTAL RESOURCES EXPENDED

	Grant to the school and fundraising expenses £	100 Club £	Swimming pool expenses £	Total 2018 £	Total 2017 £
Other costs	22,268	600	-	22,868	18,084
Grant funding of activities	34,880	-	2,239	37,119	14,630
	<u>57,148</u>	<u>600</u>	<u>2,239</u>	<u>59,987</u>	<u>32,714</u>

7. GOVERNANCE COSTS

	Unrestricted funds 2018 £	Total funds 2017 £
Governance costs	<u>105</u>	<u>101</u>

8. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Other costs 2018 £	Total 2017 £
Grant to the school and fundraising	57,148	30,568
100 Club	600	780
Swimming pool	2,239	1,366
Charitable activities	<u>59,987</u>	<u>32,714</u>
Governance	<u>105</u>	<u>101</u>
	<u>60,092</u>	<u>32,815</u>

9. GRANTS PAYABLE

	2018 £	2017 £
Grant to the school and fundraising expenses	<u>34,880</u>	<u>14,630</u>

The grants payable included £4,500 for Teachers PTA allowances, £25,944 for Touch Screen TV's and £1,932 for Mighty Writer and Tool Bars

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2018

10. EMPLOYEES

There were no employees during the year.

11. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
Unrestricted funds				
General Funds	29,801	48,430	60,092	18,139