

**THE SKINNERS' SCHOOL PARENTS' ASSOCIATION ("SSPA")**  
(Registered charity number 1103916)  
**TRUSTEES' ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 30 APRIL 2019.**

**TRUSTEES' ANNUAL REPORT**

The Trustees present their annual report and accounts for the year ended 30 April 2019.

**Registered address**

C/O The Skinners' School, St John's Road, Tunbridge Wells, Kent TN4 9PG

**Trustees**

SSPA is an unincorporated association whose members are the parents, guardians or carers of a pupil currently attending the Skinners' School ("the school") together with the Headmaster and one other staff member.

The elected members of the Committee are the Chair, Vice Chairman, Secretary and Treasurer ("the Officers") together with twelve Ordinary Committee Members; these members are appointed at the AGM and in accordance with SSPA's constitution. Up to six other members of the Committee ("the co-opted members") are co-opted by the elected members of the Committee. The Committee members, both elected and co-opted, are the charity trustees.

The Committee of SSPA during the year was as follows:

Mrs Nicky Tebay	(Chairman)
Mrs Clare Reed	(Vice Chair)
Mrs Lucy Smalley	(Secretary)
Mrs Julia Lethaby	(Treasurer) – retired 3 July 2018
Mrs Sue Corcoran	(Treasurer) – appointed 3 July 2018
Mr Edward Wesson	(Headmaster)
Mr Tom Moffat	Pupil representative – retired 3 July 2018
Mr Tom Howard	Pupil representative – retired 3 July 2018
Mr Will Bone	Pupil representative – appointed 3 July 2018
Mr Dom Rigby	Pupil representative – appointed 3 July 2018
Joanne Lord	
Sarah Justice	
Ali Pettitt	Retired 3 July 2018
Jacqui Baker	Appointed 3 July 2018
Vanessa Martin	Retired 30 October 2018
Jane Fineman	Appointed 30 October 2018
Katherine Wynne	
Amanda Bristow	
Rebecca South	
Julie Bowen	
Claire Brockman	
Brenda Purse	
Kulsoom Brown	
Joanne McKall	
Paul Johnston	(Bursar)
Andrea Csillag	Co-opted member
Sue Corcoran	Retired 3 July 2018

Julia Lethaby

Co-opted member – appointed 3 July 2018

### **Objects of the charity**

The Constitution of SSPA (which was adopted on 21 May 2003) states that the object of the charity is to advance education of pupils in the school in particular by:

1. developing effective relationships between the staff, parents and others associated with the School;
2. engage in activities or providing facilities or equipment which support the School and advance the education of the pupils.

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

SSPA has had a very successful year through the hard work of the Committee and with assistance from many other parents and Skinners' staff.

Five fundraising events took place during the year, namely the Spanish Fiesta, Christmas Fayre, two Quiz Nights and the Junior Disco, which together with four Non-Uniform days raised funds of £25,190. Social events held during the year included the provision of refreshments and a raffle at the New Parents Evening. The net surplus from these events was £178. Subscriptions to SSPA totalled £1,439. £2,894 of Gift Aid was recovered which related to subscriptions and Non-Uniform days. A total of £333 was received from bank interest, bank compensation and Easyfundraising. The Club 200 raffle raised £2,957 during the year.

Donations amounting to £44,050 were made to the school during the year.

### **Financial review**

The accounts for the year ended 30 April 2019 are set out on page 4.

Incoming resources for the year amounted to £32,991 and donations of £44,050 were made to the school. After taking account of resources expended, there was a net outflow of resources for the year of £11,386.

At the end of the year the SSPA's funds amounted to £18,275. These funds are unrestricted.

Approved by the Trustees on 25 June 2019.

Signed on their behalf by:



Mrs N Tebay  
Chair



Mrs S Corcoran  
Treasurer



## **Independent Examiner's report to the trustees of The Skinners' School Parents' Association**

I report on the accounts of the Trust for the year ended 30 April 2019, which are set out on page 2.

### **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(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 Commission 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 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 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 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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met.

Signed:



Name: Robin G Bell MA (Cantab) FCCA CPFA DMS MCMI  
Address: "Farthings," Snobs Paddock, Windlesham,, Surrey GU20 6LH

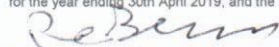
Contact details: telephone – 01276-476114  
e-mail – farthings6@gmail.com

Date: 1<sup>st</sup> June 2019

Source of Income:	2018 /2019		2017 /2018	
	£	£	£	£
<b>MAIN EVENTS</b>				
Christmas Fayre	11,269		11,245	
Spanish Fiesta Party June 2018/Spring Ball May 2017	4,105		9,351	
Quiz May 2018	2,178		-	
Quiz March 2019	1,436		-	
Club 200 2017/18 Surplus	1,077		1,753	
Club 200 2018/19 (forecast surplus 8 months to 30 April 2019)	1,880		-	
		21,944		22,349
<b>OTHER EVENTS</b>				
Spring non-uniform day	1,593			
Summer non-uniform day	1,107		1,010	
Autumn non-uniform day	1,783		1,829	
Winter non-uniform day	1,621		1,583	
		6,104		4,422
New Parents' Evening - no charge	-249		-342	
New Parents' Evening Raffle/Donations	427		561	
		178		219
Junior Disco		99		182
Refreshments at Open Evening	-			125
Options/Careers/Speaker evening/Health & Well-being/Future Year 7	-			513
<b>OTHER SOURCES OF INCOME</b>				
Gift Aid recovered		2,894		578
Bank interest		7		2
Compensation received from bank		150		-
Subscriptions from parents		1,439		1,954
Donations		-		550
Easy Fundraising		176		134
<b>Total</b>		<b>£32,991</b>		<b>£31,028</b>
<b>Description of Expenditure:</b>				
Stock for PA Cupboard		-43		-
Middle School Prize		-15		-15
Flowers for retiring/PA Committee members		-		-70
Refreshments for carol service		-		-
Postage and stationery		-18		-
Gifts for office staff and auditor		-134		-182
NC PTA membership		-117		-117
AGM/Committee meeting refreshments		-		-9
<b>Total miscellaneous expenditure</b>		<b>-327</b>		<b>-393</b>
<b>Surplus before PA Donations to School</b>		<b>£32,664</b>		<b>£30,635</b>
PA Donations to School		44,050		23,817
<b>Deficit of Expenditure over Income (Surplus in 2017/18)</b>		<b>-£11,386</b>		<b>£6,818</b>
<b>Balance Sheet</b>		<b>at 30th April</b>		<b>at 30th April</b>
		<b>2,019</b>		<b>2,018</b>
<b>Accumulated funds:</b>				
Accumulated funds brought forward		29,661		22,843
Net fund movements for year		-11,386		6,818
<b>Total accumulated funds</b>		<b>£18,275</b>		<b>£29,661</b>
<b>Represented by:</b>				
<b>Current Assets</b>				
Cash		17		0
HSBC Business Money Manager Account - deposit account		4,407		4,400
HSBC Community Account - current account		1,148		24,663
HSBC Club 200 - current account		3,770		3,430
Lloyds Treasurer's Account - current account		10,410		-
		19,751		32,493
Stock of Christmas puddings		264		-
Payments in advance for summer party		100		900
		20,115		33,393
<b>Less: Current Liabilities</b>				
Quiz ticket income deferred to May 2018		-		-2,055
Club 200		-1,840		-1,677
<b>Net Current Assets</b>		<b>£18,275</b>		<b>£29,661</b>

Sue Corcoran, Hon Treasurer, 30 April 2019

I have audited these annual statements and the supporting records and vouchers presented to me by the Treasurer. In my opinion they give a true and fair view of the Association's Income and Expenditure for the year ending 30th April 2019, and the Balance Sheet at that date.



Robin Bell, MA(Cantab) FCCA CPFA DMS MCMI, Independent Examiner, 1 June 2019