



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2018	To	31 03 2019

Section A Reference and administration details

Charity name

Sacred Heart High School Hammersmith Parent Teacher and Friends' Association

Other names charity is known by

SHHS PTFA

Registered charity number (if any)

1177111

Charity's principal address

212 Hammersmith Road

Postcode W6 7DG

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	Sharon O' Donovan			SHHS PTFA
2	Regina Tan			SHHS PTFA
3	Marie Dimond			SHHS PTFA
4				
5				
6				
7				
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9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	SHHS PTFA AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives of the Association is to advance the education of pupils in the school by developing effective relationships between staff, parents and others associated with the school. Engaging in activities or providing facilities or equipment which support the school and advance education of pupils.

In the period, the PTFA ran a number of fundraising activities namely:

Christmas Fair

Welcome Disco for new pupils and parents

Auction/Gala evening

Raffle

Refreshments table in support of the above and the school production

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

During the period in question, the SHHS PTFA initiated a number of family friendly activities in order to welcome new pupils and parents and to bring the school community together.

The events were well attended and feedback from the school community was very positive, with the request to repeat these events in future years.

As our main ambition is to create and foster a thriving school community. We believe this aim was met.

Section E Financial review

Brief statement of the charity's policy on reserves

N/A

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Sacred Heart High School - Hammersmith Parent Teacher and
Friends' Association

1177111

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Receipts and payments accounts

For the period from	01/02/2018	To	31/03/2019
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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 £	Last year to the nearest £
A1 Receipts					
Fund Raising Activities	21,062	-	-	21,062	-
Donations	14,524	-	-	14,524	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	35,586	-	-	35,586	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	35,586	-	-	35,586	-
A3 Payments					
Expenses	4,927	-	-	4,927	-
Bank Charges	14	-	-	14	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	4,941	-	-	4,941	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	4,941	-	-	4,941	-
Net of receipts/(payments)	30,645	-	-	30,645	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	3,842
Cash funds this year end	30,645	-	-	30,645	3,842

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		34,487	-	-
		-	-	-
		-	-	-
	Total cash funds (agree balances with receipts and payments account(s))	34,487	-	-
		Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
B4 Assets retained for the charity's own use				
B5 Liabilities				
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

Independent Examiner's unqualified report (for a non-company charity preparing accruals accounts) with a gross income of £250,000 or less for the period: 1st April 2018 to 31st March 2019

I report to the trustees on my examination of the accounts of the Association of Parents, Teachers and Friends – Sacred Heart High School Hammersmith

Responsibilities and basis of report

As the charity trustees of the Trust 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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:

Name: Eileen Galvin

Relevant professional qualification or membership of professional bodies (if any):

Address: 212 Hammersmith Road, London W6 7DG

Date: 29th January 2020