

NEWSTEAD WOOD PARENTS' ASSOCIATION

ANNUAL REPORTS AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST JULY 2015

NEWSTEAD WOOD PARENTS' ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Management Board Members

Sheela Rentala	Chair
Julie Bentley	Treasurer
Andrea Lynch	Secretary

Charity Number 272614

Registered Office c/o Newstead Wood School
Avebury Avenue
Orpington
Kent
BR6 9SA

Independent Examiners NEWHSL & Co
204 Baker Street
Suite 130
London
EN1 3JY

Bankers Nat West Bank

NEWSTEAD WOOD PARENTS' ASSOCIATION

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NEWSTEAD WOOD PARENTS' ASSOCIATION

TRUSTEES' ANNUAL REPORT

The Trustees, who are also the management committee members of the association, submit their report and the financial statements of the Newstead Wood Parents' Association for the year ended July 2015.

The Trustees hold office for a period of 2 years following appointment by the members of the association. The General Committee leads the activities of the association. It ensures delivery of its objectives, upholds its values and sets its strategic direction. It meets at least 3 times a year and agendas with supporting papers are circulated to all Committee members a week before each meeting. Members of the General Committee include Trustees, parent representatives, the Head of Newstead Wood and the school representative for the PA.

The objectives of the committee are:

- (i) to provide opportunities for close co-operation between parents, staff and pupils past and present
- (ii) to raise funds for the provision of additional amenities and facilities as may be considered necessary or desirable

The Committee has established two sub committees for the following purposes, namely:

- Careers Committee – to support the school Careers group on any careers related activities as may be required and organize the biennial Careers Fair with their support
- Social Committee – to lead and organize the various social fundraising events of the PA and to support in any other social activities of the school as they may feel the need.

Activities over the year:

Over the past year the Social Committee organised the year 7-9 disco and a Quiz night. The disco was attended by close to 270 pupils with around 30 parent volunteers supporting the SC members. The organisation of the disco required a lot of effort by the SC members to comply with the health and safety requirements to ensure the smooth running of the event. The disco raised £1744 with £670 of this coming from Match Funding by Barclays through a parent who is an employee and who volunteered at the event.

The School quiz night in March was a fun event attended by close to 120 people (adults and children) raising £884.

We would like to thank the Social committee members (Alisa Igoe, Julita Pearson, Irina Pastron, Parul Agrawal, Elaine Turnbull, Sian Evans, Mohan Naidu) for their commitment and efforts in organizing these events and raising much needed funds for the school.

The Nearly New uniform sale has become a regular fixture on our calendar offering good quality affordable uniform to purchase. The PA has made £1068 over the year through this and Elaine Turnbull has done a great job running it.

The PA also receives regular donations from many parents these funds are then, where possible enhanced by the PA claiming Gift Aid.

The PA continues to look for opportunities and volunteers to help them foster close cooperation between parents and the school in their drive to raise funds towards valuable additional amenities and facilities for our children.

NEWSTEAD WOOD PARENTS' ASSOCIATION

TRUSTEES' ANNUAL REPORT

The past year has seen a small increase in parental donations from £37,537 to £37,687 as well as a small increase in the overall income of the Association from £50,274 to £50,849

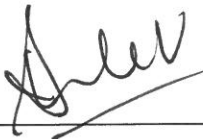
The Association has spent £35,586 on the needs of the school.

At the end of July 2015 the Association had assets of £37,482 (2014:£23,594)

The major fundraising activities during the year were:

	Total 2015 £	Total 2014 £
Quiz night -yr 7s	-	296
Family Quiz	884	739
Autumn raffle draw	-	1,564
Yr 7-9 Disco	1,744	1,060
Uniform Sale	1,068	413
	<u>3,696</u>	<u>4,072</u>

Signed: _____



INDEPENDENT EXAMINER'S REPORT TO THE COMMITTEE OF

NEWSTEAD WOOD PARENTS' ASSOCIATION

I report on the accounts of the company for the year ended 31 July 2015, which are set out on pages 7 to 12.

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 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 report

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 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 Charities Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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 accounts to be reached.



Emmanuel Mensah FMAAT MBA (Business Finance)
NEWHSL & Co, 204 Baker Street, Suite 130, London EN1 3JY

Date: 19/01/2016

NEWSTEAD WOOD PARENTS' ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 JULY 2015

	Notes	Unrestricted Funds £	2015 Funds Total £	2014 Funds Total £
Incoming Resources				
Grants & Donations	2	39,353	39,353	38,870
Other Income	2	11,513	11,513	11,344
Total Incoming Resources		50,866	50,866	50,214
Resources Expended:				
Charitable Expenses	3	35,946	35,946	39,316
Governance Expenses	4	1,392	1,392	1,014
Total resources expended		37,338	37,338	40,330
Net Receipts/(Deficit)		13,528	13,528	9,884
Balance B/Fwd		23,593	23,593	13,709
Balance C/Fwd		37,121	37,121	23,593

NEWSTEAD WOOD PARENTS' ASSOCIATION

BALANCE SHEET AS AT 31 JULY 2015

	Notes	£ 2015 £	£ 2014 £
Current Assets			
Cash at Bank	5	37,482	23,594
Grant & Other Debtors	7	37,482	23,594
Current Liabilities			
Amounts falling due within 1 year:			
Accruals	6	(360)	-
Net current assets (liabilities)		37,122	23,594
Total Net Assets		37,122	23,594
 Reserves and Funds			
Restricted Funds		37,121	23,593
General Funds		37,121	23,593
		37,121	23,593

Approved by the trustees on: 16th DEC 2015

Signed on their behalf by: 
SHEELA RENTALA
 (name & signature)


ANDREA LYNCH

NEWSTEAD WOOD PARENTS' ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2015

1 Accounting Policies

1.1 Basis of preparation

The accounts have been prepared in accordance with applicable accounting standards on a cash receipts and payment basis and followed the recommendations in the Statement of Recommended Practice: Accounting by Charities (SORP) 2005

1.2 Restricted Funds

Restricted funds are those funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

1.3 Unrestricted Funds

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.

1.4 Status

The Newstead Wood Parents' Association is registered with the Charity Commission, its registration number is 272614.

NEWSTEAD WOOD PARENTS' ASSOCIATION

NOTES TO THE ACCOUNTS - *continue* FOR THE YEAR ENDED 31 JULY 2015

	Total 2015 £	Total 2014 £
2 Incoming Resources		
Subscriptions & donations	39,353	38,870
Charities Trust	1,272	1,423
Social committee Functions	3,424	4,072
Other Interest Received	27	23
Bank Interest	15	13
Gift Aid Received	6,775	5,812
Total	50,866	50,213

NEWSTEAD WOOD PARENTS' ASSOCIA

NOTES TO THE ACCOUNTS - *continue* FOR THE YEAR ENDED 31 JULY 2015

	Total 2015 £	Total 2014 £
3 Resources Expended		
<i>Charitable Expenditure:</i>		
Debating Society	-	1,800
Words and Music/Artist in residence	1,000	2,430
Composer in residence	1,000	1,000
Morrisby Testing	3,400	3,400
Minibus Expenses	2,500	2,500
Minibus lease	5,286	5,286
Mentoring	1,400	1,400
Hospitality	1,000	1,000
Library	6,000	6,000
School Fund Awards & Hardship	10,000	10,000
Cookery Club	-	500
Enterprise Education Fund	4,000	4,000
Independent examination fee	360	-
Sub-Total	35,946	39,316

NEWSTEAD WOOD PARENTS' ASSOCIATION

NOTES TO THE ACCOUNTS - *continue* FOR THE YEAR ENDED 31 JULY 2015

	Total	Total
	2015	2014
	£	£
4 Governance Costs		
Social Committee Functions	398	810
Bank Charges	191	204
Other Costs	803	-
	<u>1,392</u>	<u>1,014</u>

	Total	Total
	2015	2014
	£	£
5 Funds		
	37,482	23,594
	<u>37,482</u>	<u>23,594</u>

	Total	Total
	2015	2014
	£	£
6 Accruals		
Independent examination fee	360	-
	<u>360</u>	<u>-</u>