



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 01 October 2022 To 30 September 2023

Charity name: Coleridge Families

Charity registration number: 1001997

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objective of Coleridge Families is to advance the education of the pupils of Coleridge Primary School in the London Borough of Haringey by providing and assisting in the provision of facilities for education at the school (not normally provided by the Education Authority). As an ancillary thereto and in furtherance of this object Coleridge Families may:</p> <p>A) encourage co-operation between the staff, parents and all others associated with the school;</p> <p>B) engage in activities (including fund-raising activities) which support the school and advance the education of the pupils attending it; and</p> <p>C) encourage parents to be interested in the education of their children and the activities of the school.</p>
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	<p>Please take note of the following events and projects that occurred throughout the year:</p> <ul style="list-style-type: none"> - Autumn and Summer Fairs - Community event in the Spring - Smaller events and fundraising initiatives held throughout the year to support the school and broader community in response to events such as the Earthquake in Turkey and Syria, and to support members of our community during Face Equality Week. <p>Funds were allocated to specific projects identified in collaboration with the school:</p> <ul style="list-style-type: none"> - Mainly for creating reading corners in classrooms and providing books to complement them

		<p>-Improvements to the playground - Continued support for the school's reading scheme by funding replacement books - Provision of resources for children to enhance their time at school</p> <p>CF invested in equipment to facilitate the running of events at school, such as fairy lights used at the Autumn Festival and other events throughout the year, as well as new gazebo covers and weights. Furthermore, we entered into a Payment Processing Agreement with Barclaycard to access professional card readers for more reliable payment processing at events.</p> <p>Coleridge Families collects donations via the Coleridge Voluntary Fund, which is passed directly to the school with Gift Aid claimed on donations where possible.</p> <p>Coleridge Families sells merchandise, some of which raises money specifically for Year 6 activities (for example leavers' hoodies), and some of which contributes to general funds raised.</p>
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>2022/2023 was another year of significant donations by parent community towards the Coleridge Voluntary Fund (CVF). We received around £48,000 in donations towards that appeal. The amount, however, was significantly down on previous year (c.£54,500) due to many significant regular donors having left the school and the uptake among new families much lower, reflecting changing economic climate and demographic of the school community.</p> <p>Throughout the 2022/2023 academic year, Coleridge Families organized several successful fundraising events:</p> <ol style="list-style-type: none"> 1. Autumn Festival in November 2022, replacing the previous Coleridge Fireworks Night, drew in about 1,500 attendees, featuring 2 laser shows, 3 silent disco slots, and various games and activities, raising approximately £7,000. The use of tokens as the payment currency for games, drinks and food at major events was continued following its successful introduction at the Summer Fair '22. 2. In February, the first post-Covid Quiz Night filled 26 tables with over 200 participants and raised about £2,400.

	<p>3. Leading up to World Book Day, Coleridge Families launched its inaugural Sponsored Reading Bingo. Children took part in 9 reading challenges and received sponsorship from their families and friends, raising approximately £1,600.</p> <p>4. The Wellbeing Festival was organized in response to the school's emphasis on pupils' mental and physical well-being., held in March, offered 19 different workshops and talks. It gathered around 400 participants despite challenging weather conditions.</p> <p>5. Multiple cake sales were carried out in support of various causes, including raising £2,500 for victims of the earthquake in Turkey and Syria and raising awareness and support for Face Equality Week.</p> <p>6. The June Summer Fair was very successful, raising around £9,500, and included a Scholastic Book Fair, bringing in an additional £1,400 for new books for the school.</p> <p>Year 6 parents also raised approximately £14,700 towards the 'Leavers Fund', from School Play production, play photos, Christmas puddings, Leavers' hoodies sales and several cake/ice lollies sales. Additionally, a new sponsorship agreement with a local real estate agency resulted in £4,500 in sponsorship money and support at the events.</p> <p>Throughout the year, Coleridge Families remained committed to working in partnership with the School and the governing body, focusing on involvement and participation, and supporting families in need. They provided free tickets to events and tokens for activities for children eligible for Pupil Premium/Free School Meals. The introduction of tokens had a positive effect on participation, particularly for families who might otherwise choose not to participate.</p> <p>The accounts presented in the report were approved by the membership at an AGM held on 2 February 2024.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	<p>Coleridge Families does not have any paid employees. All the committee members are volunteers, including the school's Head Teacher who acts in voluntary capacity for Coleridge Families.</p> <p>Events carried out in the year are staffed by parents of children at the school who volunteer their time. A network of class representatives (Reps) also volunteer to serve as a link between school and parents via WhatsApp throughout the year.</p>
Other		<p>Coleridge Families is a very inclusive PSA. Involvement in event organisation is encouraged by an allocation of 1 fundraising event to each year group.</p> <p>The aims and ethos of CF as a parent-staff association and registered charity is to work in partnership with the School and Governors towards a whole school community with the key elements being involvement and participation from all and keeping all events accessible to all families. It has as an equal aim fundraising to provide the extras to advance the education of the children by providing facilities at the school that the Local Authority does not normally provide.</p>

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>What did the charity fund in 2022/2023</p> <p>Coleridge Families ('CF') continued the 'Reading Corners Appeal' from the previous academic year. All the funds raised during major events were put towards this appeal. A total of approximately £33,755 was spent on purchasing new display shelving and sitting areas for classrooms, with an additional £11,000 spent on new books. The school has 28 classrooms across Reception and Y6, as well as Nursery and Rainbow Classes. The new books were ordered in June 2022 to get them in time for September 2023. New reading corners for Year 3 and Year 4 were delivered in February 2023. Orders for the remaining classrooms were placed in the Summer Term and delivered in the autumn of 2023.</p> <p>To promote mental and physical well-being across the school community, CF organized its second community festival – The Wellbeing Festival in March 2023. The event cost approximately £200, which was covered by donations on the day.</p> <p>CF funded improvements in the school playground on the East side, including a new Potion Station and Outdoor Reading Area, at a cost of approximately £9,500.</p> <p>CF also funded planting supplies for both Coleridge East and West, including bedding plants around entrances and seasonal fruits and vegetables for classrooms on the East side (Nursery to Y1) to enhance children's learning.</p> <p>In addition, as in previous years CF funded book bags for Reception children (approximately £700),</p>

		<p>Christmas gifts for all Nursery to Y2 children, and provided food and drink for all year groups at the parties, with a total cost of approximately £2,200.</p> <p>CF funded outdoor building blocks and storage for Y3 and Y4 playgrounds at a cost of approximately £500, as well as Reading Books to supplement the existing reading scheme across the school at a cost of approximately £2,100.</p> <p>Looking ahead, the charity has allocated approximately £64,200 for specific grants to Coleridge Primary School:</p> <ul style="list-style-type: none"> - £13,000 towards Coleridge Voluntary Fund + an additional £5,700 of Gift Aid - £11,600 towards the Learning Enhancement Fund, which will be used to fund areas of the School Development Plan - £7,500 to continue planned redevelopment of the playground areas - £10,000 held aside for replacement/repairs in the multi-use games area (sports pitch) - £1,500 dedicated to Sustainability projects - Approximately £5,200 set aside for a 3-year subscription funding of Parent Hub – a new communication app to be introduced to the school community in September 2023 - £1,600 held aside for the development of outdoor reading areas, with funds raised from the Sponsored Reading Bingo <p>CF also holds reserve funds of £8,000.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>See pages 12-13 for the summary of the charity's financial activities over the year and the position at 30 September 2023.</p> <ul style="list-style-type: none"> • The total income recorded in the accounts for 2022-23 was £114,425 • The total expenditure recorded in the accounts for 2022-23 was £146,914 <p>The funds available for the charity to spend once all funds restricted for specific purposes/projects and reserves had been set aside was £25,087 - this is detailed on page 13.</p> <p>An Independent Examiner has reviewed the accounts and the resulting report is included on pages 14-15</p> <p>It may be noted that the charity held funds raised for the Coleridge Voluntary Fund, that were to be passed directly to the school.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Coleridge Families keeps a minimum of £8,000 in reserve to deal with unexpected costs and cash flow. Large expenditure plans are discussed at the AGM with ongoing expenditure discussed in open committee meetings.
Amount of reserves held	Para 1.22	£8,000

Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	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	Elected at the AGM

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	

The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Coleridge Families
Other name the charity uses	
Registered charity number	1001997
Charity's principal address	Coleridge Primary School Crouch End Hill LONDON N8 8DN

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	Joanna Shakhmin	Co-Chair	01/10/2022-30/09/2023	Coleridge Families AGM
2	Andrew Day	Secretary	01/10/2022-30/09/2023	Coleridge Families AGM
3	James Merryweather	Co-Treasurer	01/10/2022-30/09/2023	Coleridge Families AGM
4	Kai Simmons	Co-Treasurer	01/10/2022-30/09/2023	Coleridge Families AGM
5	Cristina Aldea	Co-Treasurer	01/10/2022-30/09/2023	Coleridge Families AGM
6	Marielle Drier	Co-Treasurer	01/10/2022-30/09/2023	Coleridge Families AGM
7	Cindy Dos Santos		01/10/2022-30/09/2023	Coleridge Families AGM
8	Victoria Roberts		01/10/2022-08/03/2023	Coleridge Families AGM
9	Susan Jones		01/10/2022-30/09/2023	Coleridge Families AGM
10	Melanie Solomou		01/10/2022-30/09/2023	Coleridge Families AGM
11	Sarah Wiley		01/10/2022-30/09/2023	Coleridge Families AGM
12	Leon Choueke	Head of Coleridge Primary	01/10/2022-30/09/2023	Coleridge Families AGM
13	Jameila Alexander		01/02/2023-30/09/2023	Coleridge Families AGM
14	Adam Freer		01/02/2023-30/09/2023	Coleridge Families AGM
15	Sachika Yamawaki		01/02/2023-30/09/2023	Coleridge Families AGM

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	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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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)	Joanna Shakhmin	Kai Simmons
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	01 / 06 / 2024	

2022-2023 Coleridge Families Accounts – Income and Expenditure

Income	
Donations CVF Including Gift Aid	£47,995
Autumn Festival	£14,572
Summer Fair	£16,104
Quiz Night	£3,915
Wellbeing Festival	£601
Year 6* Fundraising	£14,704
Pyjama Karma Slumber Slump	£777
Year 2 Disco	£540
Food Bank	£4,256
Charity Cake Sales	£2,459
David Astburys Sponsorship**	£2,250
Fundraising (reading corners)	£1,635
Christmas Cards	£1,048
General Coleridge Merchandise	£412
Payroll & other direct giving	£2,223
Other Fundraising	£411
Bank Interest	£541
Total Income	£114,443

Expenditure	
Donations CVF incl. Gift Aid	-£38,564
Autumn Festival	-£7,499
Summer Fair	-£6,564
Quiz Night	-£1,561
Wellbeing Festival	-£202
Year 6* Expenses	-£14,885
Book Corners	-£33,755
Library Books	-£14,613
Playground Project	-£9,507
Bookbags	-£1,691
Christmas Books	-£1,521
Other School supplies	-£432
Foodbank	-£4,256
Charity Cake Sales	-£2,991
Year 2 Disco	-£439
Pyjama Karma Slumber Slump	-£149
General Merchandise Costs	-£2,325
General Expenses	-£5,959
Total Expenditure	-£146,914

*Year 6: leavers' hoodies, Christmas Puddings, play DVDs & photos, leavers' parties

**Total sponsorship from David Astburys per year = £4,500; 50% accrued, see below

2022-2023 CF Accounts – Cashflow, Balance and Remaining Available to Spend

Item	Amount
Opening Bank Balances 1-Oct-22	£119,550
CVF Receipts + Gift Aid	£47,995
All Other Fundraising Income	£65,908
Bank Interest (NW reserve account)	£541
Expenditures: relating to Prior Year	-£48,368
Expenditures: CVF + Gift Aid	-£38,564
In-Year Expenditures relating to fundraising/events/other	-£59,983
Closing Balance	£87,079
Amounts Accrued (sponsorship)	£2,250
Total Funds at YE	£89,329
Amounts Held Aside or designated funds (see below table)	£64,243
Remaining Available To Spend (undesignated funds)	£25,087

2022-2023 CF Accounts – Detail of Amounts Held Aside

#	Description	Amount
1	CVF - Coleridge Voluntary Fund Jun-Sept	£ 13,033
2	CVF - Coleridge Voluntary Fund Gift Aid	£ 5,714
3	CF Capital Reserve	£ 8,000
4	Parent Hub 3 year subscription	£ 5,232
5	Outdoor Reading Areas	£ 1,635
6	MUGA Replacement Fund	£ 10,000
7	LEF - Learning Enhancement Fund	£ 11,636
8	Playground	£ 7,493
9	Sustainability Fund	£ 1,500
	Total	£ 64,243



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Coleridge Families

**On accounts for the year
ended**

30 September 2023

**Charity no
(if any)**

1001997

Set out on pages

12-13

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30 / 09 / 2023**.

**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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

08/07/2024

Name:

Wojciech B Trzcinski

**Relevant professional
qualification(s) or body
(if any):**

Chartered Institute of Management Accountants (1-5TVBYN)

Address:

Flat 133 Galleria Court

Pennack Rd

London SE15 6PY

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

N/A