



Trustees' Annual Report for the period

From 01/09/2023 To 31/08/2024

Charity name: **BROOKFIELD PRIMARY SCHOOL ASSOCIATION**

Charity registration number: **1007492**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the association is to advance the education of pupils in Brookfield Primary School (London Borough of Camden) in particular by: Developing effective relationships between the staff, parents, carers and others associated with the school. Funding activities or providing facilities or equipment which support the school and advance the education of the pupils.
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	The association organise various events, such as fairs, disco and bake sales in order to raise funds and build community - as well as collecting direct donations. The trustees work with the school leadership team to identify areas to fund, for the benefit of all current and future pupils at the school.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have had regard to the Charity Commission's guidance on public benefit.

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	The association aims to make a yearly grant to the school in order to fund agreed activities and projects. From time to time, larger one-off capital projects will also be funded. Regard is taken so that grants will benefit all pupils.

Contribution made by volunteers	Para 1.38	The association relies almost entirely on volunteers, drawn from parents, carers and the wider school community. We also acknowledge the contribution made by school staff, often outside their working hours and main duties. Upwards of 80 volunteers are required to run a larger event such as the Winter Fair.
Other		

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>This year the school community celebrated the opening of the Forest Garden, transforming an under-used corner of the playground into a haven for nature and learning. This was made possible, in part, by the strong level of fund-raising in the previous financial year, including £26k specifically for the project.</p> <p>The committee also agreed to release £13k to fund 50% of the cost of the refurbishment of two rooms in the school to create a Calm room (de-escalation space) and Home room (a nurturing, cosy space for group work and one to one support).</p> <p>A further £12k was raised for three capital projects to replace and upgrade existing resources: classroom furniture, library books and the African drums which are used in the lessons funded by the association. The new library books were especially selected to reflect the diversity of the community.</p> <p>Due to the success of the regular giving scheme, the regular grant was increased by 24% to £33.5k. This meant activities could continue to be funded at the same level, despite high levels of general inflation. Part of this funded an artist in residence, who worked with the children to create some fantastic pieces, some of which were exhibited at the Camden Art Biennale at Central St. Martins.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>Another year of strong fundraising means we can again increase the grant for the 24/25 academic year.</p> <p>After soliciting feedback from the school community, the committee made some changes to the program of events. Some new events were introduced, based around various faith-based festivals, representing all the communities present at the school. Several events also successfully trialled an optional donation (rather than fixed price tickets) and further widened participation by providing free food for all children.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>Overall, funds raised from general donations and events topped £34k, exceeding our target for the year.</p> <p>The decision to provide free food for children at the Winter Fair and Disco meant the total raised was down on the previous year. However lessons learnt meant that the total raised from the Summer fair increased year on year, despite maintaining the policy.</p> <p>The new film night was also popular and raised significant funds, over several events, despite a relatively low organisational burden.</p>
Investment performance against objectives	Para 1.41	<p>The normalisation of interest rates has meant a significant amount was earned on our deposit account this year. Effort was made to minimise the time funds were held in no, or low, interest bearing accounts.</p>
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The association has £84k in cash at hand. £46.5k of this is due to be transferred to the school for agreed projects undertaken during the 23/24 academic year. A further £21k in restricted funds are expected to be transferred to the school to fund specific projects.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The association maintains a policy of holding not less than £15,000 in reserve, where possible, or around 50% of the regular yearly grant to the school. This means that funding can be maintained for at least a year, even if it is not possible to hold any of our normal events and we rely solely on direct giving.
Amount of reserves held	Para 1.22	We hold £17,000 to the nearest thousand, as of financial year end.
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		
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	Appointed by members, ratified at 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	Brookfield Primary School Association
Other name the charity uses	Brookfield School Community
Registered charity number	1007492
Charity's principal address	Chester Road, London N19 5DH

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	Agnès Léger	Co-chair		
2	Nadia Ragozhina	Co-Chair		
3	Graeme Blyth	Treasurer		
4	Mariana Dittborn	Secretary		
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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
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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)

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Full name(s)

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Position (eg
Secretary, Chair, etc)

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Date

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Receipts and payments accounts

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For the period from 01/09/2023 To 31/08/2024

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					
Donations	18,597	12,311	-	30,908	19,576
Gift Aid	1,338	2,671	-	4,009	-
Bank Interest	1,498	-	-	1,498	153
Easy Fundraising	482	-	-	482	656
Forest Garden	-	-	-	-	25,725
Bake Sales	1,415	-	-	1,415	2,155
Disco	1,973	-	-	1,973	3,047
Film Night	1,239	-	-	1,239	-
Quiz Night	1,326	-	-	1,326	1,087
Summer Fair	3,760	-	-	3,760	3,012
Winter Fair	3,709	-	-	3,709	4,270
Year 6 Fundraising	2,374	-	-	2,374	1,281
Other Events	1,764	-	-	1,764	1,457
Sub total (Gross income for AR)	39,475	14,982	-	54,457	62,419
A2 Asset and investment sales, (see table).					
Sub total	- 0	- 0	- 0	-	- 0
Total receipts	39,475	14,982	- 0	54,457	62,419
A3 Payments					
Bank Charges, Dues & Subscriptions	627	-	-	627	713
Charitable Activities	22,158	20,433	-	42,591	5,000
General & Administrative Expense	911	-	-	911	245
Printing & Stationary	28	-	-	28	-
Year 6 Expenses	2,042	-	-	2,042	1,445
Sub total	25,766	20,433	-	46,199	7,403
A4 Asset and investment purchases, (see table)					
Sub total	- 0	- 0	- 0	-	- 0
Total payments	25,766	20,433	- 0	46,199	7,403
Net of receipts/(payments)	13,709	- 5,451	-	8,258	55,016
A5 Transfers between funds	- 0	-	-	-	-
A6 Cash funds last year end	49,363	26,520	-	75,883	24,626
Cash funds this year end	63,072	21,069	-	84,141	79,642

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	CAF Gold Deposit Account	59,333	21,069	-
	CAFCash Current Account	2,397	-	-
	PayPal Bank	318	-	-
	Petty Cash	1,024	-	-
	Total cash funds	63,072	21,069	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Brookfield School agreed 23/24 funding	Unrestricted funds	46,500	
	Forest Garden	Restricted funds	17,583	
	Other restricted funds	Restricted funds	3,309	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval