

Trustees' Annual Report

1st January 2024 to 31st December 2024

Charity name: Berrywood School Association (BSA)

Charity registration number: 1020836

Objectives and activities

Objectives of the charity

The main objective of the BSA is to support the staff and children of Berrywood School through fundraising activities to help enhance their school experiences and provide further resources to support their learning in and after school; give the parents of Berrywood children a voice within the school; and to put on events that engage parents, children and the wider community whilst maintaining the "School Within a Garden" ethos of Berrywood Primary School.

Review of the activities of the charity

A review of the activities associated with the charity are listed below.

Activities

The activities mentioned in the 'Achievements and Performances' section are reviewed after the event with any feedback discussed. All expenditures needed in order to put on these events are accounted for (please refer to the Annual Finance Report). Any funds raised are put forward to benefit the children attending Berrywood Primary School.

Funding for the school

The BSA agreed to use some of the funds raised to fund the following (in line with our Charitable purposes as stated above):

- Author visit
- Book Vending Machine
- Outdoor lighting
- Replacement of computers (Over 20k donated)
- Wet Play Games
- Gazebos, and
- Class Christmas gifts for the children.

Achievements and performance

The following summarises the main achievements of the charity in 2024. The BSA believe the objectives of raising funds through events involving the Berrywood school community in a fun, affordable and accessible way has been met through the following:

- The BSA started off the fundraising with a Berrywood school community quiz night where members of the Berrywood school community were able to enjoy a fun, creative and competitive evening together.
- The BSA provided year group discos. The BSA believe that this event was fun, affordable, accessible and a safe space for all pupils who were booked on to attend the event.
- The school annual Summer Fayre was an event where the BSA upheld the school ethos of a "School Within a Garden". Those that came enjoyed free or low-price activities, a petting farm, live music performed by Berrywood children and the Berrywood Buskers Band, good food cooked to order on the BBQ and garden games available for all.
- The annual fireworks display offered a fabulous fireworks display alongside food and low priced activities.
- The BSA organised a festive Berrywood Christmas Fayre. Those that came enjoyed live music from both our Berrywood children and the Berrywood Buskers band, Christmas baps, a fabulous raffle and a number of fun, low priced, stall activities.

Financial review

Please refer to the BSA Annual Finance Report.

Structure and management

The BSA Annual meeting takes place in January of each year. All members of the Berrywood Primary School parent community are invited to attend. The BSA committee members are nominated and seconded into their position on the committee during this meeting. The appointing of committee members are recorded in the minutes of the meeting.

There are currently three trustees, all of whom are members of the BSA committee.

The BSA committee then aims to meet termly or more frequently if required in order to discuss business matters, finances and plan for the key events listed under Achievement and Performance. The chairperson leads these meetings. All matters on expenditure are discussed by the BSA committee where all members are able to bring ideas and vote before money is distributed. The BSA runs according to the Revised Constitution of the Berrywood School Association (4) as approved and agreed initially by the BSA members at the annual general meeting held on 19th October 2016 and approved and agreed by the charity commission on the 14th of November 2016.

Reference and administrative details

Charity name

Berrywood School Association (BSA)

Charity number

1020836

Contact details

Email: berrywoodbsa@outlook.com

Names of the Charity Trustees on 31st December 2024

Esther Douglas (Chairperson)

Anita Farrell (Vice Chairperson and super administrator)

Catherine Goodall

Names of other persons who served as Trustees in financial year 01.01.24 – 31.12.24

None.

Names and addresses of other relevant organisations

None.

Approved by the Trustees listed above on the 4th of August 2025 and signed on their behalf by

Esther Douglas (Chairperson)

						Opening Balance	£29,554.91				£29,554.91
Date	Description	Event/Type	Income Online	All Exp Cheque / Cash	Transaction Balance	Balance Natwest	Receipt no.	Receipt Y/N	Comments	Balance Natwest	
	Opening Balance					£29,554.91				£29,554.91	
04.01.2024	Amy Spencer - Coathangers	Christmas Fayre			-21.00	£29,533.91				£29,533.91	
02.01.2024	Parentkind Subscription	Miscellaneous			-153.00	£29,380.91				£29,380.91	
11.01.2024	AF - Raffle Tickets	Christmas Fayre			-35.40	£29,345.51				£29,345.51	
12.01.2024	Invoice 3611742432	Class Christmas presents			-534.18	£28,811.33				£28,811.33	
12.01.2024	Invoice 3611742428	School Tesco Grant invoiced			-500.00	£28,311.33				£28,311.33	
05.01.2024	Groundwork (Tesco Grant)	School Grant	500.00		500.00	£28,811.33				£28,811.33	
18.01.2024	Deposit for Flashpoint	Fireworks			-1465.00	£27,346.33				£27,346.33	
18.01.2024	Blance of deposit - flashpoint	Fireworks			-293.00	£27,053.33				£27,053.33	
14.03.2024	Tracey Corderoy - Author	School Purchase			-706.88	£26,346.45				£26,346.45	
30.04.2024	Fish and Chips for Quiz night (cash)	Quiz Night			-151.80	£26,194.65				£26,194.65	
30.04.2024	Expenses paid to Laura Tull (Cash)	Quiz Night			-26.95	£26,167.70				£26,167.70	
30.04.2024	Takings from quiz night (cash - withdrawn as above)	Quiz night	178.75		178.75	£26,346.45				£26,346.45	
10.05.2024	Stripe payments - dicos's	Discos	1701.63		1701.63	£28,048.08				£28,048.08	
10.05.2024	DJ Andy for Disco's	Discos			-480.00	£27,568.08				£27,568.08	
10.05.2024	Licence for summer fayre - payment Anita F	Summer Fayre			-21.00	£27,547.08				£27,547.08	
10.05.2024	Banked money from quiz night	Quiz Night	265.31		265.31	£27,812.39				£27,812.39	
24.05.2024	AF - Squash for disco's	Discos			-13.57	£27,798.82				£27,798.82	
10.05.2024	School invoice 3611794158 (vend machine/lights)	School Purchase			-2290.85	£25,507.97				£25,507.97	
21.05.2024	school invoice 3611802614 - Gazebos	Miscellaneous			-461.28	£25,046.69				£25,046.69	
06.06.2024	Amazon - Ice cream wooden spoons	Summer Fayre			-29.95	£25,016.74				£25,016.74	
06.06.2024	Amazon - pots for Ice cream	Summer Fayre			-135.87	24880.87				£24,880.87	
07.06.2024	SH - Ice Cream Supplies	Summer Fayre			-168.27	24712.6				£24,712.60	
06.06.2024	Raffle Tickets	Summer Fayre			-64.20	24648.4				£24,648.40	
13.06.2024	Body glitter glue	Summer fayre			-22.97	24625.43				£24,625.43	
14.06.2024	AF - Bookers - ice pops	summer fayre			-89.74	24535.69				£24,535.69	
17.06.2024	Mill Cottage Farm	Summer Fayre			-425.00	24110.69				£24,110.69	
18.06.2024	SH - Ice cream supplies	Summer Fayre			-85.24	24025.45				£24,025.45	
19.06.2024	SH - Ice cream supplies	Summer fayre			-27.95	23997.5				£23,997.50	
20.06.2024	AF - Refreshments - bookers	Summer Fayre			-162.13	23835.37				£23,835.37	
20.06.2024	AF - Sweets	Summer fayre			-2.73	23832.64				£23,832.64	
20.06.2024	Axtons - coconuts	summer fayre			-144.00	23688.64				£23,688.64	
16.05.2024	Stripe Payments - Disco's	Discos	197.77		197.77	23886.41				£23,886.41	
20.06.2024	Cash for floats	Summer fayre			-1565.00	22321.41				£22,321.41	
01.07.2024	AF - Happy Toast Bakery	Summer Fayre			-131.30	22190.11				£22,190.11	
24.06.2024	Tesco - bar	Summer fayre			-196.12	21993.99				£21,993.99	
24.06.2024	SUM UP payments	Summer fayre	1071.53		1071.53	23065.52				£23,065.52	
25.06.2024	Cash banked from fayre	Summer fayre	7532.75		7532.75	30598.27				£30,598.27	
21.06.2024	CR - Apples	Summer fayre			-22.21	30576.06				£30,576.06	
24.06.2024	Saisburys	Summer fayre			-41.39	30534.67				£30,534.67	
24.06.2024	Tesco - drinks for bar	Summer fayre			-48.00	30486.67				£30,486.67	
24.06.2024	Tesco - Drinks for bar	Summer fayre			-30.00	30456.67				£30,456.67	
24.06.2024	Tesco - drinks for bar	Summer fayre			-4.35	30452.32				£30,452.32	
24.06.2024	Tesco - bar	Summer fayre			-4.95	30447.37				£30,447.37	
24.06.2024	Owtons - meat	Summer fayre			-264.12	30183.25				£30,183.25	
04.07.2024	Amazon Refund - Ice Cream cups	summer fayre	69.05		69.05	30252.3				#REF!	
09.07.2024	Cheque income	Summer fayre		5	5	30257.3				#REF!	
11.07.24	School invoice 3611819461 - Author	Miscellaneous			-537.90	29719.4				#REF!	

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Julie Woolley
Treasurer
BSA
C/O Berrywood Primary School
Maunsell Way
Hedge End
Southampton
SO30 2TL

16th October 2025

To Whom It May Concern,

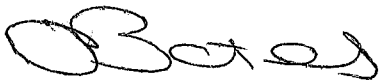
Re: Financial Accounts of the BSA

Please take this letter of confirmation that I have reviewed the financial records of the BSA for the year ending: -

- 31st December 2024

I find the records and accounts to be an accurate reflection of the financial activity of the BSA for the year.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Joanne Bates', written in a cursive style.

Joanne Bates
Finance Officer