

Trustees Report for the Period Beginning 1 September 2020 to Period Ending 31 August 2021

Friends of St Stephen's Primary School

Winchester Road
Twickenham
TW1 1JF

Charity Commission Registered Number: 1027559

Charitable Purposes

A Parent Teacher Association with the aim of Fundraising for St Stephen's Church of England Primary School (The School) with a view to enhancing and advancing the all round education of the pupils in the school.

Trustees – recruited from the parent/teacher population of the school

The following trustees served for the period of the report.

Tracey Butcher
Alexandra Massingham
Jessica Tozer

The following trustees were in place as of 29 September 2021

Miranda Johns-Sikkins
Fay Louise Hamilton
Emma Keane
Jessica Tozer

Objectives and Activities 2020/2021

To engage in activities which support the school and raise funds to advance the education of the pupils.

To foster and extend relationships between parents, carers, staff and those associated with the school community.

Achievements 2020/2021

Total Profit from Fundraising Activities: £29,857
Total Donated to the School: £28,323

The commission's public benefit guidance has been taken into account when making any decision that is relevant to.

Financial Summary 2020/2021

Opening Bank Balance: £19,509
Gross income from fund raising: £36,383
Fund raising expenditure: £6,516
Net fundraising income: £29,857
Donations to the school: £28,323.24
Other costs: £1,154

Closing Bank Balance: £19,592

There are no other assets on hand;

There were no known debts or liabilities as of 31 August 2021

Two expenses relating to financial year 2020/2021, were presented in September and settled.

No funds are held as a custodian trustee.

Reserves Policy

Friends of St Stephens Primary School (FOSS) seeks to support the School by providing financial and other assistance to those projects agreed by the Trustees in partnership with the Senior Leadership Team of the School whilst maintaining at all times a positive level of reserves.

FOSS is run on a voluntary basis with very few administrative or operating costs. As such FOSS aims to maintain reserves of a minimum of £10,000 to allow for running costs and in order to maintain a good level of support to the School should there be circumstances which negatively impact fundraising income.

The Trustees will continue to review the position on an ongoing basis. We recognise and are very grateful for the support of families and local businesses and we will look to rebuild our reserves to we can continue to support the School at a time when Public Financing is stretched.

Signature and Declaration

I declare that in my capacity as charity trustee:

- The Trustees have approved the report above;
- Have authorised me to sign it on our behalf.

Name & Position:

Date:

Fay Louise Hamilton
TRUSTEE

27/6/22

Emma Keane
TREASURER

27/6/22

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FRIEND OF ST STEPHEN'S
PRIMARY SCHOOL ("Charity")**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2021 which are the Income and Expenditure Account and the Balance Sheet and the notes to the accounts.

Responsibilities and basis of report

As the Charity's trustees 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 Charity'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 charity 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 order to enable a proper understanding of the accounts to be reached.

Annie Lee

Annie Lee FCA
ICAEW

PK Audit LLP
Registered Auditors and Chartered Accountants
1 Parkshot
Richmond
TW9 2RD

27 June 2022

FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL
INCOME & EXPENDITURE FOR THE YEAR ENDED 31 AUGUST 2023

Particulars	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24
	£	£	£	£	£	£
Particulars (Income & expenditure)						
St Margaret's Fair				2,000.00		2,000.00
Second hand uniform sale				155.00		155.00
Cake Sale				3,528.41		3,528.41
Senior Egg Tossale						
Ice Tossale	2,851.38	1,120.65	1,120.23	1,428.22	915.60	272.44
Quiz night				207.35		207.35
Crown of Stars						
Travelodge Night						
Business Bath	21,494.48	302.00	13,383.45	7,123.46		2,111.05
Christmas Market				319.26	67.50	851.00
March Giving						
Wine Tasting Event			1,499.17			
House Fire	2,065.07	1,686.80		469.86		200.20
Celebration Dinner				1,254.54	805.64	518.98
Football/Netball						
MCS 3 - 460						
Summer Fair						
Lady Fair/raising	503.36		503.35	482.90		482.80
Christmas Cards	2,304.40	1,406.94	408.59	1,755.76	1,331.50	453.36
Christmas Trees	885.97	846.00	845.52	596.34	310.00	32.34
Indian Tupper Club	256.26		245.23	1,218.95	1,425.97	292.99
Cocoonery				377.68		422.29
Partnership sponsorship				850.00		850.00
Spring Song				450.12		450.12
Mrs Silvers disco				1,492.99	409.17	858.82
First year knee water workout badge				218.36		43.58
2nd challenge				166.00		160.00
The FOOD Big Camp Out				2,006.00		2,100.00
HOSS Summer raffle				875.86		873.50
Spine Auction				1,479.66		1,479.66
AMAZON donations	452.88		249.38	100.51		100.51
VIRGIN MONEY RUN donations (off paid)	3,502.83		3,503.82	1,408.84		1,572.84
UK ONLINE GIVE FUND				57.84		57.84
Donation (Alma Dawson)				85.00		85.00
Payroll donations				500.73		500.73
Christmas lamp sale	990.17		650.17	305.56		310.50
MAIN ROAD SOCIETY				299.00		230.00
DONATION - FOR FSC/IBL FT				1,000.00		1,000.00
Donation on water giving	4,590.44		3,252.04			555.84
Hos Calendar	1,147.11	1,000.00		159.31		
Sponsored Community event	3,052.81		3,052.83			
The FCS assurance from charity event	20.00			32.00		
Compost bin charity event				416.22		
Have a come the summer charity event	832.40		833.33			
Year 6 parent donations	447.20			44.29		
Leisure	813.40			316.40		
Leisure fund	608.20			505.88		
Leisure fund	178.22			177.84		
CHARITABLE GIVING - BENEVOLENT						
UK ONLINE GIVE FUND	35.12			16.52		
Total	35,883.58	6,516.38	29,857.20	31,625.00	5,234.52	30,390.48

Deposit Account Interest 3.00 3.99

TOTAL INCOME 35,887.22 10,296.67

Wish list - what's been paid for:						
Gardening Maintenance		1,300.00				
Language tuition		6,000.00				
Accelerated reader		2,998.80				
Wellbeing Service		5,000.00				
Library/IBL basis		903.64				
Gardening club		400.00				
Music Technology Classes		1,200.00				
Chromatools		9,000.00				
Class donation		1,900.00				
Subtotal - as per cash book		29,222.24				(25,519.25)

Expenditure on administration						
Expenses brought forward (transferred) (in balance)		204.66				
Teacher appreciation		771.50				
PA/IBL/IBL membership		123.00				
Bank error		36.00				
adjustment minor balance		6.51				
Subtotal		1,142.17				(1,569.82)
TOTAL EXPENDITURE		29,374.88				(16,917.54)

Net funds transferred 205.54 479.64
 Funds brought forward 18,480.42 18,016.85
Funds carried forward 18,685.96 18,496.49

27/10/23

FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL

BALANCE SHEET AS AT 31 AUGUST 2021

		2021	2020
Current Assets			
Stock	uniform	0	
	wine	0	
Cash at bank	Current	19,591.51	19,509.08
	Deposit	<u>313.50</u>	<u>0.39</u>
		<u>19,905.01</u>	
		19,905.01	19,509.47
Creditors	Accruals	(1,020)	(1,020)
Net assets		<u>18,885.01</u>	<u>18,489.47</u>
Total Funds		<u>18,885.01</u>	<u>18,489.47</u>

Charity registration number: 1027559

Approved by the Committee for issue on 26/6/2022

Signed 

Dated 27/6/2022