

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

Fundraising income & expenditure	Gross Income	Expenditure	Net Income	Gross Income	Expenditure	Net Income
	2022/2023	2022/2023	2022/2023	2021/2022	2021/2022	2021/2022
	£	£	£	£	£	£
St Margarets Fair	3,300.00	-	3,300.00	2,000.00	24.09	1,975.91
Second Hand uniform sale	979.52	167.47	812.05	453.64	32.94	420.70
Favourite Top Day	251.50	-	251.50	-	-	-
Fireworks	997.64	548.71	448.93	1,270.20	560.34	709.86
Quiz	3,878.20	1,181.06	2,697.14	3,025.59	1,448.29	1,577.30
Christmas trees	175.00	-	175.00	297.75	-	297.75
Tea towels	2,563.51	1,291.40	1,272.11	1,862.92	1,011.80	851.12
Christmas Cards & accessories	2,798.46	1,925.34	873.12	2,458.39	1,833.86	624.53
Football tack shops	187.57	-	187.57	-	-	-
advertising local photography businesses	50.00	-	50.00	-	-	-
Childrens Christmas Market	1,472.61	101.94	1,370.67	1,425.24	-	1,425.24
Xmas Fair	7,423.38	2,762.79	4,660.59	1,496.30	693.14	803.16
FOSS Xmas Raffle	1,762.00	-	1,762.00	-	-	-
Crazy hair day	312.10	-	312.10	447.07	-	447.07
Bake off	931.32	154.75	776.57	1,079.05	-	1,079.05
Silent disco	1,933.10	369.56	1,563.54	2,146.89	396.18	1,747.84
Rugby match day stalls	6,504.68	649.75	5,854.93	2,886.47	242.37	2,644.10
Bike Ride	20,795.08	10,025.44	10,769.64	-	-	-
Bounceathon	13,410.27	259.99	13,150.28	13,159.56	378.75	12,780.81
Bounceathon 2021 final gift aid	51.51	-	51.51	-	-	-
YEAR 6 show bar	545.51	332.82	212.69	763.47	288.78	474.69
Orleans football tournament	1,053.96	436.64	617.32	896.58	356.14	538.44
Summer BBQ	10,186.15	3,914.62	6,271.53	10,761.18	3,781.09	6,980.09
Cake Sale	5,829.43	83.94	5,745.49	6,286.44	148.08	6,138.36
Lottery	1,662.80	40.00	1,622.80	1,698.20	-	1,698.20
Homemade curries donation	43.50	-	43.50	-	-	-
Easy Fundraising	532.72	-	532.72	614.56	-	614.56
Amazon Smile	486.40	-	486.40	454.63	-	454.63
ad hoc donations eg just giving	267.07	-	267.07	-	-	-
Teacher appreciation donations	949.00	-	949.00	940.00	-	940.00
Corporate/employee payroll giving (including benevity & UK online giving)	2,187.83	-	2,187.83	798.84	-	798.84
Grant income	267.50	-	267.50	-	-	-
Dhaval take away	-	-	-	45.00	-	45.00
Stranger in the window	-	-	-	375.95	-	375.95
Comedy Night	-	-	-	2,424.28	1,321.99	1,102.29
Easter Fair	-	-	-	1,985.41	481.35	1,504.06
Silent Auction	-	-	-	2,009.49	40.99	1,968.50
Virgin money giving donations (including gift aid)	-	-	-	2,569.33	-	2,569.33
Total	93,789.32	24,246.22	69,543.10	66,632.54	13,045.15	53,587.39

Deposit Account Interest 0.29 0.01

TOTAL INCOME 69,543.39 53,587.40

EXPENDITURE

Wish List Spend			
astro turf	12,640.00	-	-
line marking	700.00	-	-
ivy wall maintenance	2,000.00	-	-
ipads	1,400.00	-	-
gardening, gardening club & playground upkeep	2,055.94	-	823.61
MFL lessons	10,520.00	-	10,550.00
maths and literacy sheds for reception	500.00	-	-
accelerated reader	3,000.00	-	3,527.00
mathletics	1,944.00	-	1,944.00
sora e books	600.00	-	-
M Tech	8,355.00	-	-
music charanga	300.00	-	-
well being service support	13.40	-	11,920.59
class donations	1,400.00	-	-
st stephens stars resources	440.00	-	-
readwriter	-	-	1,693.20
sports equipment	-	-	855.93
Subtotal	45,868.34		31,314.33

Non - wishlist School spend

Teacher appreciation	856.26	-	867.08
School xmas	212.32	-	149.95
New parents welcome & open day hosting	318.84	-	230.29
Coronation lollies	103.70	-	-
Sports day water	28.00	-	-
Leavers party contribution	100.00	-	-
End of year lemonade	6.70	-	-
	1,625.82		1,247.32

Expenditure on charity administration

charity administration	1,274.00	-	2,228.00
Just Giving	244.80	-	72.00
new card machines	249.60	-	96.00
shed storage	172.92	-	-
wine glasses	122.81	-	-
sundry	208.73	-	331.72
Subtotal	2,272.86		2,727.72

Adjustment minor error 0.85

TOTAL EXPENDITURE 49,767.02 35,289.72

Net funds generated **19,776.37 18,297.68**

Funds brought forward **37,182.69 18,885.01**

Funds carried forward **56,959.06 37,182.69**

FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL

BALANCE SHEET AS AT 31 AUGUST 2023

		2023	2022
Current Assets			
Stock	uniform	-	0
	wine	-	0
Cash at bank	Current	57,978.94	38,186.69
	Deposit	0.12	16.00
	Total Cash	57,979.06	38,202.69
Total		57,979.06	38,202.69
	Creditors		
	Accruals	(1,020)	(1,020)
Net assets		56,959.06	37,182.69
Total Funds		56,959.06	37,182.69

Charity registration number: 1027559

Approved by the Committee for issue on 5/2/2024

Signed 

MIRANDA J SIKKENS (Co-Chair)

Dated 5/2/2024

FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2023

1 ACCOUNTING POLICIES

Friends of St Stephen's Primary School is a charity (no. 1027559) set up under a constitution.

The principal accounting policy is as follows:

a) Basis of accounting.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS 102)(effective 1 January 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The accounts are prepared in sterling which is the functional currency. Monetary amounts in these accounts are rounded to the nearest £1.

The accounts have been prepared under the historical cost convention.

The charity meets the definition of a public benefit entity under FRS102.

b) Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources may be measured with sufficient reliability.

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 2023 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

5 February 2023

Trustee Report for the Period Beginning 1 September 2022 to Period Ending 31 August 2023

Friends Of St Stephen's Primary School

Winchester Road

Twickenham

TW1 1LF

Charity Commission Registered Number: 1027559

Charitable Purpose

A Parent Teacher Association with the aim of fundraising for St Stephens Church of England Primary School ("the School") with a view to enhancing and advancing the education of the pupils in the school.

Trustees - recruited from the parent/carer/teacher population of the school

The following trustees served for the period covered by the report.

Miranda Jaine Sikkens

Fay Louise Hamilton

Emma Keane

On 20th September 2022 at the AGM Crystal Taylor was voted in as a trustee to replace Jessica Tozer as the school staff representative and secretary.

Jo Hall was reappointed as the FOSS lottery co-ordinator with responsibility for submitting the returns to the local authority.

Objectives and Activities 2022/2023

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 2022/2023

Total Profit from Fundraising Activities: **£69,543**

Total Donated to the School: **£47,494**

This represents an increase in £15,956 in fundraising profit compared to the previous year and an increase of £14,933 in funds donated to the School.

The increase in fundraising profit was driven largely by:

The Introduction of the Sponsored London to Amsterdam Bike Ride. This raised £10,770 in fundraising profit for the school with an additional £10,000 being donated to two local charities – Skylarks and Asha.

The introduction of a School Christmas Fair held on a Saturday and open to the local community. This raised £4,660, an increase of £3,857 on the smaller scale fair previously held in the playground after school on a Friday.

The introduction of a School Christmas Raffle with tickets sent home with children to sell to friends and family. This raised a further £1,762.

Building on the 2021/2022 success of the Rugby Match Day stall inside the school gate. The stall was run at the Autumn Internationals as well as all 6 Nations matches this year. This raised a total of £5,855. This is an increase of £3,210.

An increase in corporate matching/payroll giving of £1,390.

A full breakdown of fundraising events and profit can be found in the accounts.

A detailed breakdown of the what the funds donated to the School were spent on can be found in the accounts.

Financial Summary 2022/2023

Opening Bank Balance: £38,203

Gross income from fundraising: £93,789

Fund raising expenditure: £24,246

Net fundraising income: £69,543

Donations to the school: £47,494

Other costs: £2,273

Closing Bank Balance: £57,979

There are no other assets on hand;

There were no known debts or debtors as of 31 August 2023.

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 so 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: 

MIRANDA J. SIKKENS
(Co-Chair)

Date: 5/2/2024