



Winchester Road
Twickenham, TW1 1LF
FOSS@FOSSTW1.uk

Registered Charity Number: 1027559

Trustee Report for the period beginning 1 September 2024 to period ending 31 August 2025

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

All trustees are recruited from the parent / carer / teacher community within the school. The following trustees served for the period covered by the report:

- Francesca Fortunati – Co Chair
- Kate George – Co Chair (stepped down part way through academic year)
- Louise Baum – Treasurer
- Crystal Taylor-Judd – Trustee

At the FOSS AGM in October 2025, two new Co-Chair were voted in by the school community - Jessie Pickwood and Louise Mackie. Louise Baum and Crystal Taylor-Judd remain.

FOSS would like to thank both Francesca and Kate for their efforts and support during their tenure.

Objectives and Activities 2024/2025

- To engage in activities which support the school and raise funds to advance education opportunities for the children
- To foster and extend relationships between parents, carers, staff and those associated with the school community.

Achievements 2024/2025

Total Profit from Fundraising Activities: £85,188

Total Donated to School: £63,374

This represents a decrease in fundraising profit of £16,420 compared to the previous year.

The change in fundraising profit was driven largely by lower overall income from some large events compared to the previous year (including bike ride and summer BBQ). In comparison to the previous year, there were no equivalent large grants either.

A full breakdown of fundraising events and profit, along with a breakdown of how funds were donated to school can be found in the accounts.

Financial Summary 2024/2025

Opening Funds: £18,783



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Gross income from fundraising: £95,892
Fundraising expenditure: £10,705
Net fundraising income: £85,186 (rounded £85,188 incl. interest)

Donations to the school: £63,374
Donations to other charities: £15,479
Charity running costs: £1,926

Closing Funds: £22,544

There are no other assets on hand.

There were no known debts or debtors as of 31 August 2025 (aside from standard accruals).

Charitable Donations by FOSS

FOSS donated £15,479 to external charities, including:

- Moormead Community Pavilion
- The Flying Seagulls
- The Purple Elephant Project
- Richmond Carers Centre

Reserves Policy

FOSS supports School by providing financial and other assistance to projects agreed by the Trustees in partnership with school's Senior Leadership Team, whilst maintaining a positive level of reserves.

FOSS is run on a voluntary basis with minimal operating costs. The charity aims to maintain reserves of approximately £10,000 to ensure:

- Coverage of running costs
- Continuity of support to the School during periods of reduced fundraising.

Closing reserves of £22,544 remain above this target level.

The Trustees will continue to review this position on an ongoing basis.

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: Louise Mackie, Co-Chair for September 2025 – August 2026

Date: 14 April 2026

FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL
INCOME & EXPENDITURE FOR THE YEAR ENDED 31 AUGUST 2025

	Gross Income	Expenditure	Net Income	Gross Income	Expenditure	Net Income
Fundraising income & expenditure	2024/2025	2024/2025	2024/2025	2023/2024	2023/2024	2023/2024
	£	£	£	£	£	£
Ad hoc donations eg just giving			-	34	-	34
Advertising local photography businesses			-	-	-	-
Asda cashpot	66		66	-	-	-
Bake off	774		774	925	209	715
Bike Ride	34,471		34,471	40,429	420	40,009
Bounceathon	11,832	- 306	11,526	11,461	290	11,170
Cake Sale	5,042	-	5,042	5,660	22	5,638
Childrens Christmas Market	1,616	- 25	1,591	1,474	174	1,300
Christmas Cards & accessories	399		399	569	-	569
Christmas trees			-	-	-	-
Comedy Night			-	1,189	1,250	61
Corporate/employee payroll giving (including benevity & UK online giving)	1,741	-	1,741	3,149	-	3,149
Crazy hair day			-	260	-	260
Easy Fundraising	523	-	523	359	-	359
Favourite Top Day	234	-	234	320	-	320
Fireworks			-	309	154	154
Football tournament	423	- 286	137	-	-	-
FOSS Xmas Raffle	2,037	- 147	1,890	2,290	172	2,118
Grant income			-	5,000	-	5,000
Homemade curries donation			-	-	-	-
Lottery	1,411		1,411	1,337	-	1,337
Orleans football tournament			-	609	412	197
Quiz	3,041	- 1,148	1,893	3,724	1,393	2,331
Rugby match day stalls	9,499	- 249	9,250	3,721	107	3,613
Second Hand uniform sale	1,233	-	1,233	1,809	114	1,696

Silent disco	2,214	-	696	1,518	2,219	-	626	1,594
Sports Day Tuck				-	129	-	15	114
St Margarets Fair	2,000		-	2,000	3,300		-	3,300
Summer BBQ	3,999	-	3,305	694	10,348	-	3,855	6,493
Talent Show	3,858	-	801	3,056	2,603	-	517	2,086
Tea towels	2,927	-	1,473	1,453	2,516	-	1,445	1,071
Teacher appreciation donations				-	1,037		-	1,037
Xmas Fair	6,546	-	2,268	4,278	8,031	-	2,176	5,855
YEAR 6 show bar	8			8	580	-	433	147
Total	95,892	-	10,705	85,186	115,391	-	13,786	101,606

Deposit Account Interest

1

2

TOTAL INCOME

85,188

101,608

EXPENDITURE

Wish List Spend			£			£
Accelerated reader			- 2,727			- 2,555
Art resources			- 300			- 2,403
Boiling water tap			-			- 2,000
Chromebooks			-			- 9,500
Class Room Provisions (eg stationary, visulizers)			- 5,488			- 8,108
DT resources			- 150			- 846
Reading Books			- 4,198			- 4,594
Gardening			-			- 67
History & Geography Resource			-			- 1,983
ipads			-			- 4,486
IT licences (windows, google workspace, microsoft, domain renewal)			-			- 2,680
ICT resources			- 610			
Library books			-			- 257
M tech			- 8,168			- 7,425
Mathletics			- 2,190			- 2,000
MFL lessons			- 6,610			- 11,470
Music resources			- 250			- 466
New medical kits			-			- 450
Other School platforms (tapestry, wonde, CUSp, COMPS, reading cloud, evolve, tv licence)			- 4,500			- 12,530
Playground redevelopment			- 5,663			
Reading and writing shed for outside classroom			-			- 1,236
Replacement Hardware			-			- 2,315
Richmond music trust			- 21,306			- 24,570
Science resources			- 200			- 178

Sensory room refresh			-			- 280
Sports/PE Resource			- 1,015			- 2,621
Subscriptions including Little Wandle, First News, Digimap, Sing Up, Screen Castify			-			- 3,369
Summer Assessments			-			- 1,444
Wellbeing service support			-			- 5,000
Total			- 63,374			- 114,833

Non - wishlist School spend

Teacher appreciation	-	289	-	1,211
School xmas	-	60	-	85
New parents welcome & open day hosting	-	50	-	245
Extra Stationary	-	-	-	308
School Banner	-	-	-	51
Hanging Basket	-	-	-	50
Ice Cream Van	-	-	-	756
Coronation lollies	-	-	-	-
Sports day water	-	-	-	-
Leavers party contribution	-	250	-	-
End of year lemonade	-	-	-	-
Total	-	649	-	2,706

Donations to other charities

ADHD Embrace	-	-	-	5,579
Moormead Community Pavillion	-	3,066	-	3,720
The Flying Seagulls	-	4,749	-	9,299
The Purple Elephant Project	-	4,599	-	-
Comic Relief	-	-	-	500
Children in Need	-	-	-	500
Richmond Carers Centre	-	3,066	-	-
Total	-	15,479 *	-	19,598

Expenditure on charity administration

charity administration	-	1,364	-	1,323
Just Giving	-	562	-	562
new card machines	-	-	-	190
shed storage	-	-	-	-
wine glasses	-	-	-	37
sundry	-	-	-	535
Subtotal	-	1,926	-	2,646

Adjustment minor error

-

-

TOTAL EXPENDITURE

- **81,427**

- **139,784**

Funds brought forward

18,783

56,959

Funds carried forward

22,544

18,783

-

FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL

BALANCE SHEET AS AT 31 AUGUST 2025

		2025	2024
Current Assets			
Stock	uniform	-	-
	wine	-	-
Cash at bank	Current	23,563	19,801
	Deposit	1	2
	Total Cash	23,564	19,803
Total		23,564	19,803
Creditors	Accruals	- 1,020	- 1,020
Net assets		22,544	18,783
Total Funds		22,544	18,783

Charity registration number: 1027559

Approved by the Committee for issue on

Signed.....

Dated.....

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 2025 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 FCA
ICAEW

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

FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL
NOTES TO THE ACCOUNTS
YEAR ENDED 31 AUGUST 2025

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.

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