



Trustees' Annual Report for the period

From 01-09-2021
Period end date

Period start date To 31-08-2022

Charity name: The Friends of Moulsham Junior School

Charity registration number: 1044556

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	We organise events throughout the school year to raise funds in order to enhance the school life of our 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	Fun events on the school grounds, these include a school disco, colour run, inflatables day and fireworks display.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We have had regard to the guidance issued by the Charity Commission 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	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	N/A
Other		N/A

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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>We have 2 main achievements.</p> <p>Firstly we have organised events for the students and their families and members of the local community to enjoy in a safe and secure environment. They focus on fun and family. They bring members of the school community together to enjoy events that may not be available locally, we have ensured these events are affordable and therefore accessible for every family in the school community. We did this by keeping our entry fees low and offering free tickets when asked.</p> <p>Secondly we used these events to raise funds for Moulsham Junior School. We discussed with the children how they would like these funds to be spent and distributed within the school.</p> <p>Unfortunately our efforts here were muted by a lack of volunteers but we still offered a free disco for the year 6 leavers, which gave those children a lasting final memory of their time at primary school, with their friends. In a safe environment</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We ended the period with £34,583 in the bank, this we believe is the most ever held in the account. Whilst the accounts look healthy in terms of cash held. This means that we have not spent enough on goods and services for the school, which is disappointing. A large amount of these funds came from a fireworks event held towards the end of COVID restrictions, we do not anticipate numbers at the fireworks event being this high at future displays.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held for paying upfront fees on future events. I.E. deposits for the fireworks company, payment of inflatable company, payment of colour dye for colour run etc. We also hold reserve as savings towards larger projects at the school. Moving forward over the following years we have decided to hold larger reserves/savings so we can buy the school a larger gift. This is likely to be a shade sail for the school playground. We will require around £15,000 in reserves each year to cover event fees upfront. We will then save towards the bigger items, we estimate the shade sail will cost around £20,000.
Amount of reserves held	Para 1.22	£34,583
Reasons for holding zero reserves	Para 1.22	We would aim to never have zero reserve funds
Details of fund materially in deficit	Para 1.24	Not in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Currently no uncertainties, we will continue to rely on tickets sales for funds and this will always be subject to encouraging parents and families to attend events.

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	Ticket sales at events, we also have some income from tuck shops pitch fees from vendors at events
Investment policy and objectives including any social investment policy adopted	Para 1.46	
		Lack of volunteers to organise events, very hard to have good succession

A description of the principal risks facing the charity	Para 1.46	planning because most parents only engage with the school for a four year period.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution adopted when the organisation was formed
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Unincorporated 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	New trustees are appointed annually at the general meeting. Existing trustees remain in post unless they decide to leave. We aim to replace trustees if their children leave the school, as soon as possible.

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	The Friends of Moulsham Junior School
Other name the charity uses	FOMS
Registered charity number	1044556
Charity's principal address	Moulsham Junior School, Princes Road, Chelmsford, Essex CM2 9DG

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	Amy Buttlings-Poulton	Treasurer	21 October 2023	
2	Natasha Loates	Chair	21 October 2023	
3	Susan Parton	Secretary	21 October 2023	
4				
5				
6				
7				
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9				
10				
11				
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13				
14				
15				
16				
17				
18				
19				
20				

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	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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)

Amy Buttling-Poulton

Full name(s)

Amy Ann Buttling-Poulton

Position (eg Secretary,
Chair, etc)

Treasurer

Date

27/04/2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Friends of Moulsham Junior School

1044556

Receipts and payments accounts

CC16a

For the period
from

01/09/2021

To

31/08/2022

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					
STRIPE FUNDRAISING INCOME	19,313	-	-	19,313	-
CASH DEPOSIT AUG	2,293	-	-	2,293	-
Y6 DISCO ICE CREAMS	20	-	-	20	-
Hoodies Comission	116	-	-	116	-
Pitch Fees	69	-	-	69	-
CASHDEPOSIT MAR	1,030	-	-	1,030	-
Sponsorship	200	-	-	200	-
Fireworks Caterers	848	-	-	848	-
Fireworks Tickets	5,167	-	-	5,167	-
Info from charity comission website	-	-	-	-	4,360
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	29,056	-	-	29,056	4,360
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	29,056	-	-	29,056	4,360
A3 Payments					
Stripe Fees	835	-	-	835	-
Printed Merchandise	1,015	-	-	1,015	-
Leavers event	4,374	-	-	4,374	-
Colour Run costs	2,298	-	-	2,298	-
First Aid Course	115	-	-	115	-
ParentKind	128	-	-	128	-
Christmas Disco	170	-	-	170	-
Fireworks	2,098	-	-	2,098	-
Scouts Donations	150	-	-	150	-
Cash Floats	1,200	-	-	1,200	-
PTA member gift	45	-	-	45	-
Items bought by parents	126	-	-	126	-
Info from charity comission website	-	-	-	-	4,390
Amount cash paid to unknown expenses	547	-	-	547	-
School Donations	500	-	-	500	-
Sub total	13,601	-	-	13,601	4,390
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	13,601	-	-	13,601	4,390
Net of receipts/(payments)	15,455	-	-	15,455	- 30
A5 Transfers between funds					
A6 Cash funds last year end	19,209			19,209	
Cash funds this year end	34,664			34,664	30

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	Stripe	51	-	-
	Bank	34,613	-	-
		-	-	-
	Total cash funds	34,664	-	-

(agree balances with receipts and payments account(s))

Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Amy BUTTLINGS-Poulton	6/4/24



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name The Friends of Moulsham School
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**On accounts for the year
ended**

31/08/2022	Charity no (if any)	1044556
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Set out on pages

1,2,3,4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2022**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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.

** Please delete the words in the brackets if they do not apply.*

Signed:	Date: 19 th April 2024
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Name: Leanda Daddow

**Relevant professional
qualification(s) or body
(if any):**

MICB Member Institute of Certified Bookkeepers

Address:

Suite 8
Tower House
New Portreath Road, Redruth, TR16 4QL

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Due to a change in trustees, there were some queries that were unable to be confirmed 100%, but with correspondence between current trustee and previous trustees they have managed to clear these up. I would advise a better track of cash spending, and any repayment of expenses are tracked using an expense form so that when queries are raised they are easily evidenced.