

# FRIENDS OF ST. STEPHEN'S PRIMARY SCHOOL

England & Wales · Charity number 1027559

## Details

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Other names	ST STEPHENS CHURCH OF ENGLAND JUNIOR SCHOOL PARENT TEACHER ASSOCIATION, ST STEPHENS CHURCH OF ENGLAND PRIMARY SCHOOL PARENT TEACHER ASSOCIATION, ST STEPHEN'S P T A
Status	Registered
Legal form	Other
Registered	1993-10-27
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Winchester Road Twickenham TW1 1LF
Phone	07795078173
Email	<a href="mailto:FOSS@FOSSTW1.uk">FOSS@FOSSTW1.uk</a>
Website	<a href="http://www.st-stephens.richmond.sch.uk">www.st-stephens.richmond.sch.uk</a>

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS IN THE SCHOOL

**Activities:** Fundraising for St Stephens Church of England Junior School

## Classification

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- **How:** Makes Grants To Organisations
- **What:** Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** IN PRACTICE TWICKENHAM
- Richmond Upon Thames

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£95,892	£81,427	-	-
2024-08-31	£115,391	£153,569	-	-
2023-08-31	£93,789	£74,013	-	-
2022-08-31	£66,632	£48,335	-	-
2021-08-31	£29,867	£29,471	-	-

## Trustees

Name	Role	Appointed
<b>Louise Mackie</b>	Chair	2025-10-02
Crystal Taylor-Judd		2022-07-21
Jessie Pickwood		2025-10-02
Louise Baum		2024-09-25

**FRIENDS OF ST. STEPHEN'S PRIMARY SCHOOL**

England & Wales - Charity number 1027559

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# Accounts

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Winchester Road  
Twickenham, TW1 1LF  
[FOSS@FOSSTW1.uk](mailto: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



Winchester Road  
Twickenham, TW1 1LF  
[FOSS@FOSSTW1.uk](mailto:FOSS@FOSSTW1.uk)

Registered Charity Number: 1027559

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
<b>Total</b>	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
<b>Total</b>			- <b>63,374</b>			- <b>114,833</b>

**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	-	-	-	-
<b>Total</b>	-	<b>649</b>	-	<b>2,706</b>

**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	-	-
<b>Total</b>	-	<b>15,479</b> *	-	<b>19,598</b>

**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
<b>Subtotal</b>	-	<b>1,926</b>	-	<b>2,646</b>

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

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**

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The principal accounting policy is as follows:

a) Basis of accounting.

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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.

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

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Leavers party contribution	-	250	-	-
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Adjustment minor error

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TOTAL EXPENDITURE

- 81,427

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Charity registration number: 1027559

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### **Independent examiner's statement**

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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**

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The principal accounting policy is as follows:

a) Basis of accounting.

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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.

**FRIENDS OF ST. STEPHEN'S PRIMARY SCHOOL**

England & Wales - Charity number 1027559

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# Accounts

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## Trustee Report for the Period Beginning 1 September 2023 to Period Ending 31 August 2024

### 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
- Crystal Taylor

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

### Objectives and Activities 2023/2024

- 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 2023/2024

Total Profit from Fundraising Activities: **£101,608**

Total Donated to the School: **£117,540**

This represents an increase in £32,064 in fundraising profit compared to the previous year and an increase of £70,046 in funds donated to the School.

The increase in fundraising profit was driven largely by:

- The growth of the Sponsored Bike Ride. This raised **£40,009** in fundraising profit with **£18,597.53** (half of the 'JustGiving + GiftAid – platform fees' bike ride sponsorship) of this being donated to two children's charities and one local community charity (see p.3 for details).
- A Tesco grant of £5,000.
- The introduction of the Talent Show which raised over £2,085
- An increase in profit from the Christmas Fair and Raffle of £1,554, an increase in second hand uniform sales of £883 and £961 in corporate/payroll giving,

There was a slight decrease in profit raised through the Bounce-a-thon and Rugby Day Stalls. The decrease in Rugby Day Stalls donation is attributable to there being fewer games at Twickenham in 2023-24, however we anticipate

that next academic year, profits for the Rugby Day Stalls will significantly increase again, in line with the scheduled Seven Nations matches.

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. The significant increase in donations to the School was driven by increased need due to the stretched school budget. There were FOSS funds brought forward from last year which helped to cover this. However, all parties are aware that this is not a sustainable level of giving under the current fundraising structure.

### **Financial Summary 2023/2024**

Opening Funds: £57,979

Gross income from fundraising: £115,391

Fund raising expenditure: £13,785

Net fundraising income: £101,608

Donations to the school: £117,540

Donations to other charities: £19,598

Charity running costs: £2,646

Closing Funds: £19,803 

There are no other assets on hand;

There were no known debts or debtors as of 31 August 2024.

No Funds are held as a custodian trustee.

### **Events & Volunteers**

Our fundraising events rely on the active engagement of our community and on many volunteering hours. FOSS would like to thank all event organisers for their time, commitment, dedication and passion to supporting our fundraising efforts. We are delighted with our fundraising total this year and this simply would not be possible without you all!

### **A Special Thank you to:**

- **Marietjie Donaldson** by acting as the FOSS Communications and Volunteer Recruitment Lead – managing daily messaging to parents to promote our fundraising events, and going the extra mile to support effective school communications with parents;
- **Jayne McCarthy** for supporting our fundraising efforts by designing professional marketing materials for our events;
- **Richard White** for supporting our fundraising efforts with professional social media coverage;
- **Twyla Savs** for supporting FOSS financial operations by acting as FOSS Cashier.

## Thank You's to FOSS Fundraising Events Teams

All FOSS events are run by our army of volunteers who generously support our fundraising efforts with their time, energy and commitment to raising money for the school. We would like to acknowledge all our event teams:

- **Summer BBQ:** The whole BBQ Extravaganza Team (Core FOSS Team, Jayne, Richard, Nora, Caroline Ball, Claire Calcott, Natalie Kerrigan, tombola teachers (!), Gemma, Emma, ALL the class reps/leads and volunteers on the day). Plus thank you to the Turk's Head for sponsoring this fundraising event.
- **Cake Sale:** Myriam Balmori, Terri Cheung, Nora McGlone, Twyla Savs, Laura Kerry
- **Christmas Fair and Christmas RAFFLE:** Caroline Ball & Jo Howard
- **Bounce-a-thon:** Vicky Brown & Marianne Kiermayr
- **Paris Bike Ride:** David Williams, Vicky Brown & Miranda. PLUS THANK YOU TO HAMPTONS FOR SPONSORING
- **St Margaret's Fair:** Jo Hall, Nora McGlone, Hannah Patterson
- **Talent Show:** Laura Queen, Kate Demchenko, Gemma Dearn
- **Children's Christmas Market:** George Pryors
- **Christmas Cards:** Nora McGlone
- **Rugby Days Coordinator –** Kate George
- **Tea Towels:** Claire Calcott
- **FOSS Quiz Night:** Jamie Gordon & the FOSS Team
- **OPS Fireworks:** Sophia Haynes
- **St Stephen's Bake Off:** Fay Hamilton & Marietjie Donaldson
- **Silent Disco:** Ali Greig-Hardy, Debi Shone, Tatiana del Puppo, Miranda
- **Lost Property & Second Hand Uniform Sale:** Natalie Kerrigan, Emma Porter, Gemma Dearn Now taken over by Sophie Akben!
- **St Stephen's Vs Orleans Primary Football Tournament:** Jo Gangemi & Tim Gardener
- **School Lottery –** Jo Hall
- **Teacher Appreciation Week –** Vicki Wills
- **Comedy Night -** Fay Hamilton

In addition, most of our fundraising events rely heavily on volunteers on-the-day to run smoothly and safely. Thank you to the entire school community who offer their free time and support our fundraising efforts. You are all the reason it has been another fantastically fun year leading on FOSS fundraising efforts in 2023-24!

A snapshot of some of our events, posters designed by Jayne McCarthy:



## **Charitable donations by FOSS**

This year, FOSS were proud to share **£19,597.74** of fundraising profits with the below charities:

- They Flying Seagull Project (Bike Ride): to promote their charitable vision and mission as well as in return for a series of engagement events with our students to raise the profile of our Sponsored Bike Ride and co-curricular activities for our children.
- ADHD Embrace (Bike Ride): in recognition of the work they already do with St Stephen's families and to foster the relationship with school.
- Moormead Pavillion (Bike Ride): To promote this important local community initiative and raise their profile.
- Children In Need (Christmas Raffle): to promote this national cause taking place on the day we launched our Raffle (17 November 2023)
- Comic Relief: to promote this national fundraiser taking place on the same day as our Bounceathon (15 March 2024)

## **Corporate Sponsorship**

FOSS were grateful for Hampton's sponsorship:

- £1,200 towards to Paris Bike Ride
- £500 for the Christmas Fair

Thank you also to Mathnasium and Mortgage Kart for their generous sponsorship.

## **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.

## **Report Authors**

Emma Keane & Miranda Jaine Sikkens

## **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 BAUM, TREASURER

Date: 08/04/25

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**

**Registered Charity: 1027559**

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**INCOME & EXPENDITURE FOR THE YEAR ENDED 31 AUGUST 2024**

	Gross Income	Expenditure	Net Income	Gross Income	Expenditure	Net Income
<b>Fundraising income &amp; expenditure</b>	2023/2024	2023/2024	2023/2024	2022/2023	2022/2023	2022/2023
	£	£	£	£	£	£
Ad hoc donations eg just giving	34.36	-	34.36	267.07		267.07
Advertising local photography businesses	-	-	-	50.00	-	50.00
Amazon Smile	-	-	-	486.40	-	486.40
Bake off	924.69	- 209.26	715.43	931.32	- 154.75	776.57
Bike Ride	40,429.12	- 419.95	40,009.17	20,795.08	- 10,025.44	10,769.64
Bounceathon	11,460.53	- 290.49	11,170.04	13,410.27	- 259.99	13,150.28
Bounceathon 2021 final gift aid	-	-	-	51.51	-	51.51
Cake Sale	5,660.17	- 22.43	5,637.74	5,829.43	- 83.94	5,745.49
Childrens Christmas Market	1,474.32	- 174.06	1,300.26	1,472.61	- 101.94	1,370.67
Christmas Cards & accessories	569.38	-	569.38	2,798.46	- 1,925.34	873.12
Christmas trees	-	-	-	175.00	-	175.00
Comedy Night	1,189.22	- 1,250.00	- 60.78	-	-	-
Corporate/employee payroll giving (including benevity & UK online giving)	3,148.56	-	3,148.56	2,187.83	-	2,187.83
Crazy hair day	259.50	-	259.50	312.10	-	312.10
Easy Fundraising	359.37	-	359.37	532.72	-	532.72
Favourite Top Day	320.25	-	320.25	251.50	-	251.50
Fireworks	308.80	- 154.38	154.42	997.64	- 548.71	448.93
football tuck shops	-	-	-	187.57	-	187.57
FOSS Xmas Raffle	2,290.00	- 171.59	2,118.41	1,762.00	-	1,762.00
Grant income	5,000.00	-	5,000.00	267.50	-	267.50
Homemade curries donation	-	-	-	43.50	-	43.50
Lottery	1,337.10	-	1,337.10	1,662.80	- 40.00	1,622.80
Orleans football tournament	609.31	- 412.39	196.92	1,053.96	- 436.64	617.32
Quiz	3,723.98	- 1,393.40	2,330.58	3,878.20	- 1,181.06	2,697.14
Rugby match day stalls	3,720.76	- 107.45	3,613.31	6,504.68	- 649.75	5,854.93

Second Hand uniform sale	1,809.04	-	113.52	1,695.52	979.52	-	167.47	812.05
Silent disco	2,219.46	-	625.86	1,593.60	1,933.10	-	369.56	1,563.54
Sports Day Tuck	128.71	-	14.95	113.76				
St Margarets Fair	3,300.00		-	3,300.00	3,300.00		-	3,300.00
Summer BBQ	10,348.03	-	3,854.56	6,493.47	10,186.15	-	3,914.62	6,271.53
Talent Show	2,602.79	-	516.93	2,085.86	-		-	-
Tea towels	2,515.99	-	1,445.20	1,070.79	2,563.51	-	1,291.40	1,272.11
Teacher appreciation donations	1,037.00		-	1,037.00	949.00		-	949.00
Xmas Fair	8,031.00	-	2,176.21	5,854.79	7,423.38	-	2,762.79	4,660.59
YEAR 6 show bar	579.89	-	432.97	146.92	545.51	-	332.82	212.69
<b>Total</b>	<b>115,391.33</b>	-	<b>13,785.60</b>	<b>101,605.73</b>	<b>93,789.32</b>	-	<b>24,246.22</b>	<b>69,543.10</b>

Deposit Account Interest

2.07

0.29

**TOTAL INCOME**

**101,607.80**

**69,543.39**

## EXPENDITURE

Wish List Spend			£			£
chromebooks			- 9,500.00			
ipads			- 4,486.00			- 1,400.00
gardeninng			- 67.49			- 2,055.94
MFL lessons			- 11,470.00			- 10,520.00
accelerated reader			- 2,555.00			- 3,000.00
mathletics			- 2,000.00			- 1,944.00
Other School platforms (tapestry, wonde, CUSp, COMPS, reading cloud, evolve, tv licence)			- 12,530.44			
IT licences (windows, google workspace, microsoft, domain renewal)			- 2,679.71			
Subscriptions including Little Wandle, First News, Digimap, Sing Up, Screen Castify			- 3,368.58			
M tech			- 7,425.00			- 8,355.00
Richmond music trust			- 24,570.00			
wellbeing service support			- 5,000.00			- 13.40
Sports/PE Resource			- 2,621.45			
History & Geography Resource			- 1,982.94			
sensory room refresh			- 280.00			
reading and writing shed for outside classroom			- 1,236.00			- 500.00
Art resources			- 2,403.44			
DT resources			- 845.73			
Music resources			- 465.55			
Science resources			- 178.48			
English Reading Books			- 4,594.45			
Library Books			- 257.48			
Class Room Provisions (eg stationary, visulizers)			- 8,107.50			

Replacement Hardware			- 2,314.75			
Summer Assessments			- 1,443.50			
New medical kits			- 450.00			
Boiling water tap			- 2,000.00			
astro turf			-			- 12,640.00
line marking			-			- 700.00
ivy wall maintenance			-			- 2,000.00
sora e books						- 600.00
music charanga						- 300.00
class donations						- 1,400.00
st stephens stars resources						- 440.00
<b>Total</b>			<b>- 114,833.49</b>			<b>- 45,868.34</b>

**Non - wishlist School spend**

Teacher appreciation	- 1,210.87	- 856.26
School xmas	- 85.00	- 212.32
New parents welcome & open day hosting	- 244.96	- 318.84
Extra Stationary	- 308.22	
School Banner	- 51.00	
Hanging Basket	- 49.99	
Ice Cream Van	- 756.00	
Coronation lollies	-	- 103.70
Sports day water	-	- 28.00
Leavers party contribution	-	- 100.00
End of year lemonade	-	- 6.70
<b>Total</b>	<b>- 2,706.04</b>	<b>- 1,625.82</b>

**Donations to other charities**

ADHD Embrace	- 5,579.32	
Moormead Community Pavillion	- 3,719.55	
The Flying Seagulls	- 9,298.87	
Comic Relief	- 500.00	
Children in Need	- 500.00	
<b>Total</b>	<b>- 19,597.74</b> *	-

**Expenditure on charity administration**

charity administration	- 1,323.00	- 1,274.00
Just Giving	- 561.60	- 244.80
new card machines	- 189.60	- 249.60
shed storage	-	- 172.92
wine glasses	- 37.47	- 122.81
sundry	- 534.56	- 208.73
<b>Subtotal</b>	<b>- 2,646.23</b>	<b>- 2,272.86</b>

Adjustment minor error

-

-

TOTAL EXPENDITURE

Funds brought forward

Funds carried forward

- 139,783.50

56,959.06

18,783.36

- 49,767.02

19,801.17

56,959.06

\* Note in previous years donations to other charities were not separated out but included as a fundraising cost.

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**BALANCE SHEET AS AT 31 AUGUST 2024**

		2024	2023
<b>Current Assets</b>			0
Stock	uniform	-	0
	wine	-	0
Cash at bank	Current	19,801.17	57,978.94
	Deposit	2.19	0.12
	<b>Total Cash</b>	<u>19,803.36</u>	<u>57,979.06</u>
<b>Total</b>		<u>19,803.36</u>	<u>57,979.06</u>
Creditors	Accruals	(1,020)	(1,020)
		<u>18,783.36</u>	<u>56,959.06</u>
<b>Net assets</b>			
		<u>18,783.36</u>	<u>56,959.06</u>
<b>Total Funds</b>			
		<u>18,783.36</u>	<u>56,959.06</u>

Charity registration number: 1027559

Approved by the Committee for issue on 11/03/25

Signed LBann

Dated 08/04/25

**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.

*PK Audit LLP.*

Annie Lee FCA  
ICAEW

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

10th April 2025

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31 AUGUST 2024**

**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.

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**

**Registered Charity: 1027559**

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**INCOME & EXPENDITURE FOR THE YEAR ENDED 31 AUGUST 2024**

	Gross Income	Expenditure	Net Income	Gross Income	Expenditure	Net Income
<b>Fundraising income &amp; expenditure</b>	2023/2024	2023/2024	2023/2024	2022/2023	2022/2023	2022/2023
	£	£	£	£	£	£
Ad hoc donations eg just giving	34.36	-	34.36	267.07		267.07
Advertising local photography businesses	-	-	-	50.00	-	50.00
Amazon Smile	-	-	-	486.40	-	486.40
Bake off	924.69	- 209.26	715.43	931.32	- 154.75	776.57
Bike Ride	40,429.12	- 419.95	40,009.17	20,795.08	- 10,025.44	10,769.64
Bounceathon	11,460.53	- 290.49	11,170.04	13,410.27	- 259.99	13,150.28
Bounceathon 2021 final gift aid	-	-	-	51.51	-	51.51
Cake Sale	5,660.17	- 22.43	5,637.74	5,829.43	- 83.94	5,745.49
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Christmas trees	-	-	-	175.00	-	175.00
Comedy Night	1,189.22	- 1,250.00	- 60.78	-	-	-
Corporate/employee payroll giving (including benevity & UK online giving)	3,148.56	-	3,148.56	2,187.83	-	2,187.83
Crazy hair day	259.50	-	259.50	312.10	-	312.10
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Grant income	5,000.00	-	5,000.00	267.50	-	267.50
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St Margarets Fair	3,300.00		-	3,300.00	3,300.00		-	3,300.00
Summer BBQ	10,348.03	-	3,854.56	6,493.47	10,186.15	-	3,914.62	6,271.53
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Tea towels	2,515.99	-	1,445.20	1,070.79	2,563.51	-	1,291.40	1,272.11
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YEAR 6 show bar	579.89	-	432.97	146.92	545.51	-	332.82	212.69
<b>Total</b>	<b>115,391.33</b>	-	<b>13,785.60</b>	<b>101,605.73</b>	<b>93,789.32</b>	-	<b>24,246.22</b>	<b>69,543.10</b>

Deposit Account Interest

2.07

0.29

**TOTAL INCOME**

**101,607.80**

**69,543.39**

## EXPENDITURE

Wish List Spend			£			£
chromebooks			- 9,500.00			
ipads			- 4,486.00			- 1,400.00
gardeninng			- 67.49			- 2,055.94
MFL lessons			- 11,470.00			- 10,520.00
accelerated reader			- 2,555.00			- 3,000.00
mathletics			- 2,000.00			- 1,944.00
Other School platforms (tapestry, wonde, CUSp, COMPS, reading cloud, evolve, tv licence)			- 12,530.44			
IT licences (windows, google workspace, microsoft, domain renewal)			- 2,679.71			
Subscriptions including Little Wandle, First News, Digimap, Sing Up, Screen Castify			- 3,368.58			
M tech			- 7,425.00			- 8,355.00
Richmond music trust			- 24,570.00			
wellbeing service support			- 5,000.00			- 13.40
Sports/PE Resource			- 2,621.45			
History & Geography Resource			- 1,982.94			
sensory room refresh			- 280.00			
reading and writing shed for outside classroom			- 1,236.00			- 500.00
Art resources			- 2,403.44			
DT resources			- 845.73			
Music resources			- 465.55			
Science resources			- 178.48			
English Reading Books			- 4,594.45			
Library Books			- 257.48			
Class Room Provisions (eg stationary, visulizers)			- 8,107.50			

Replacement Hardware			- 2,314.75			
Summer Assessments			- 1,443.50			
New medical kits			- 450.00			
Boiling water tap			- 2,000.00			
astro turf			-			- 12,640.00
line marking			-			- 700.00
ivy wall maintenance			-			- 2,000.00
sora e books						- 600.00
music charanga						- 300.00
class donations						- 1,400.00
st stephens stars resources						- 440.00
<b>Total</b>			<b>- 114,833.49</b>			<b>- 45,868.34</b>

**Non - wishlist School spend**

Teacher appreciation	- 1,210.87	- 856.26
School xmas	- 85.00	- 212.32
New parents welcome & open day hosting	- 244.96	- 318.84
Extra Stationary	- 308.22	
School Banner	- 51.00	
Hanging Basket	- 49.99	
Ice Cream Van	- 756.00	
Coronation lollies	-	- 103.70
Sports day water	-	- 28.00
Leavers party contribution	-	- 100.00
End of year lemonade	-	- 6.70
<b>Total</b>	<b>- 2,706.04</b>	<b>- 1,625.82</b>

**Donations to other charities**

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Moormead Community Pavillion	- 3,719.55	
The Flying Seagulls	- 9,298.87	
Comic Relief	- 500.00	
Children in Need	- 500.00	
<b>Total</b>	<b>- 19,597.74</b> *	-

**Expenditure on charity administration**

charity administration	- 1,323.00	- 1,274.00
Just Giving	- 561.60	- 244.80
new card machines	- 189.60	- 249.60
shed storage	-	- 172.92
wine glasses	- 37.47	- 122.81
sundry	- 534.56	- 208.73
<b>Subtotal</b>	<b>- 2,646.23</b>	<b>- 2,272.86</b>

Adjustment minor error

-

-

TOTAL EXPENDITURE

Funds brought forward

Funds carried forward

- 139,783.50

56,959.06

18,783.36

- 49,767.02

19,801.17

56,959.06

\* Note in previous years donations to other charities were not separated out but included as a fundraising cost.

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**BALANCE SHEET AS AT 31 AUGUST 2024**

		2024	2023
<b>Current Assets</b>			0
Stock	uniform	-	0
	wine	-	0
Cash at bank	Current	19,801.17	57,978.94
	Deposit	2.19	0.12
	<b>Total Cash</b>	<u>19,803.36</u>	<u>57,979.06</u>
		<u>19,803.36</u>	<u>57,979.06</u>
<b>Total</b>			
	Creditors	(1,020)	(1,020)
	Accruals	<u>(1,020)</u>	<u>(1,020)</u>
<b>Net assets</b>		<u>18,783.36</u>	<u>56,959.06</u>
<b>Total Funds</b>		<u>18,783.36</u>	<u>56,959.06</u>

Charity registration number: 1027559

Approved by the Committee for issue on 11/03/25

Signed 

Dated 08/04/25

**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

10th April 2025

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31 AUGUST 2024**

**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.

**FRIENDS OF ST. STEPHEN'S PRIMARY SCHOOL**

England & Wales - Charity number 1027559

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# Accounts

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**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	470.70
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
<b>Tea towels</b>	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
Blue 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
<b>Corporate/employee payroll giving (including benevity &amp; UK online giving)</b>	2,187.83	-	2,187.83	798.84	-	798.84
Grant income	267.50	-	267.50	-	-	-
Dhwall 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
<b>Total</b>	<b>93,789.32</b>	<b>24,246.22</b>	<b>69,543.10</b>	<b>66,632.54</b>	<b>13,045.15</b>	<b>53,587.39</b>

Deposit Account Interest 0.29 0.01

**TOTAL INCOME 69,543.39 53,587.40**

**EXPENDITURE**

<b>Wish List Spend</b>		
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
<b>Subtotal</b>	<b>45,868.34</b>	<b>31,314.33</b>

**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	-
	<b>1,625.82</b>	<b>1,247.32</b>

**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
<b>Subtotal</b>	<b>2,272.86</b>	<b>2,727.72</b>

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

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 20<sup>th</sup> 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

**FRIENDS OF ST. STEPHEN'S PRIMARY SCHOOL**

England & Wales - Charity number 1027559

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# Accounts

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**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022**

**Registered Charity: 1027559**



Trustee Report for the Period Beginning 1 September 2021 to Period Ending 31 August 2022

## **Trustee Report:**

**for the Period Beginning 1 September 2021 to Period Ending 31 August 2022**

### **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 until 28 September 2021:

Tracey Butcher

Alexandra Massingberd

Jessica Tozer

The following **trustees** were in place as of 29 September 2021 and for the remainder of the period covered by the report.

Miranda Jaine Sikkens – Co-Chair

Fay Louise Hamilton – Co-Chair

Emma Keane – Treasurer

Jessica Tozer – Secretary

### **Objectives and Activities 2021/2022**

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 2021/2022**

FOSS enjoyed the challenge of re-igniting many beloved FOSS events following two years of a pandemic-related pause on live events as well as introducing a number of new events. It was a pleasure to offer so many opportunities for parents and children in our school community to come together to strengthen our beloved community while raising much-needed funds for our school.



Trustee Report for the Period Beginning 1 September 2021 to Period Ending 31 August 2022

Total Profit from Fundraising Activities: £53,587

Total Donated to the School: £32,562

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

**New Events** launched by FOSS this academic year:

- **Rugby Day cake sales** to tap into rugby fans enroute to Twickenham Stadium
- **Stranger In The Window** was an event launched in 2020 in response to the second Lockdown. By including 20-30 local shops, it was also a wonderful event to support 'shop local', much welcomed by participating local shops. All participating shops this year offered FOSS a raffle prize to be used at either the Summer BBQ or the Quiz night, thereby generating additional income.
- **Comedy Night** in collaboration with Bearcat comedy at The Turk's Head
- **Christmas Fair:** pop up Fair on final day of winter term including clay workshops and independent retailer stalls as well as mulled wine and cakes.
- **Get Cracking It's Easter:** pop-up Fair, similar to the Christmas Fair.
- **Year 5 Make It Grow** – Year 5 class project, delivered at the Get Cracking It's Easter Fair with all proceeds donated to FOSS.
- **Silent Auction** – with prizes donated predominantly by the parent community at St Stephen's

**Recognition of all involved in generating our income in 2021/22:**

In addition to FOSS's Trustees, we enjoyed the support of many volunteering hands, hundreds of volunteering hours. Particular thanks to:

Marietjie Donaldson – Reps Coordinator, School liaison & FOSS comms

Jayne McCarthy – FOSS Graphics Designer

Richard White – Social Media Coordinator

Gemma Dearn – Cashier

The following are thank you slides from 2022 FOSS AGM to capture additional special thanks:



Trustee Report for the Period Beginning 1 September 2021 to Period Ending 31 August 2022



## SPECIAL THANK YOU'S: FOSS Events organisers

- Summer BBQ: The whole BBQ Extravaganza Team (Emma Keane, Marietjie Donaldson, Fay Hamilton, Nora McGlone, Caroline Ball, Claire Calcott, Natalie Kerrigan, Gemma Dearn, Vicki Wills, Gemma Dearn, ALL the class reps/leads and volunteers on the day)
- Cake Sale: Myriam Balmori & Terri Cheung
- Lost Property & Second Hand Uniform Sale: Natalie Kerrigan, Emma Porter, Gemma Dearn
- Bounceathon: Katherine Belsten & Sara Silverman
- St Margaret's Fair: Jo Hall
- Children's Christmas Market: Vicki Wills & Rachel Hawes
- Tea Towels: Claire Calcott
- FOSS Quiz Night: Jamie Gordon & the Quiz Team
- St Stephen's Bake Off: Fay Hamilton & Marietjie Donaldson
- Silent Disco: Ali Greig-Hardy, Debi Shone, Miranda Berridge-Sikkens
- Christmas Fair & Get Crackin' it's Easter: Fay Hamilton
- Comedy Night at Turk's: Fay Hamilton
- Weekly School Lottery: Jo Hall



## SPECIAL THANK YOU'S: Silent Auction contributors

Photography by Valentina photoshoot [www.photographybyvalentina.com](http://www.photographybyvalentina.com)  
 Yoko Kloeden Design – interior design consultation [www.yokokloeden.com](http://www.yokokloeden.com)  
 Natalie Fajer Wood – Wardrobe & Colour Consultation Insta @Nataliefajerwood\_stylist  
 Joanna Moore – Personalised architectural drawing Joanna Moore Art Insta @joannamooreart  
 Jayne McCarthy – personalised prints @ [jaymccarthy.creative@gmail.com](mailto:jaymccarthy.creative@gmail.com) Graphic Design  
 Hazel Martin – Positive Mind workshop courses Hazel Martin Coaching [www.linkedin.com/in/hazelnorvalmartin](http://www.linkedin.com/in/hazelnorvalmartin)  
 Natalie Kerrigan – Treatyoursole reflexology [www.treatyoursole.com](http://www.treatyoursole.com)  
 Louise Robinson – The Willow Wreath Company (faux flower arrangement) [www.thewillowwreathcompany.com](http://www.thewillowwreathcompany.com)  
 Bridget Credland – Anene art [www.anene.co.uk](http://www.anene.co.uk)  
 Vicky Brown – reformer pilates sessions

### Gifts from:

Kate Mowbray & Rob – signed England Rugby Shirt  
 Nick Rogers – signed Chelsea football shirt  
 Estelle Hendry – 5\* luxury hotel stay at Rubens Hotel  
 Naomi Armstrong – Burberry scarves  
 Rachel Hawes – Single Malt Whiskey  
 Greg Frost signed ITV memorabilia  
 Sara Silverman – bespoke gloves



Also thank you's to: Richmond Rugby Club, Del Posto, Doran's Wine, Rock & Fairy, Remedy, Touchology, Cadbury's, Holly & Co



Trustee Report for the Period Beginning 1 September 2021 to Period Ending 31 August 2022



## SPECIAL THANK YOU'S: SPONSORS

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- Turk's Head (Summer BBQ)
- Property Partnership (Silent Disco)
- John D Wood (Comedy Night)
- St Margaret's Dental Practice (Comedy Night)
- Fullers (Comedy Night)
- Streets
  
- FlipOUT Wandsworth (Stranger In The Window)
- Strike Wandsworth (Summer Raffle)



## SPECIAL THANK YOU'S: LOCAL BUSINESSES

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1. Stranger In The Window resulted in the following businesses donating raffle prizes:

The Bead & Jewellery Shop; Crown Cycles; Salon de Prive; Green Bottle Café; Scrunch; Cutters; The Secret Wardrobe; Zoran's Delicatessen; Home Room; Armstrong's Family Butcher; Creperie Bretonne Taylor'd Lighting & Interiors; Del Posto; Sirichas; Holly & Co; Hiro Hiro; Sweet Memories

And thanks to many more volunteers who supported every event – thank you!



**Financial Summary 2021/2022**

Opening Bank Balance: £19,905

Gross income from fundraising: £66,632

Fund raising expenditure: £13,045

Net fundraising income: £53,587

Donations to the school: £32,562

Other costs: £2,728

Closing Bank Balance: £38,202

There are no other assets on hand;

There were no known debts or debtors as of 31 August 2022.

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 SIRKENS

CO-CHAIR FOR FOSS

Date: 26.03.23

## 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 2022 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

27 March 2023

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**INCOME & EXPENDITURE FOR THE YEAR ENDED 31 AUGUST 2022**

	Gross Income	Expenditure	Net Income	Gross Income	Expenditure	Net Income
Fundraising income & expenditure	2021/2022	2021/2022	2021/2022	2020/21	2020/21	2020/21
	£	£	£	£	£	£
St Margarets Fair	2,000.00	24.09	1,975.91			
Second Hand uniform sale	453.64	32.94	420.70			
Fireworks	1,270.20	560.34	709.86			
Quiz	3,025.59	1,448.29	1,577.30			
Diwali take away	45.00	-	45.00			
Christmas trees	297.75	-	297.75	985.97	840.00	145.97
Tea towels	1,862.92	1,011.80	851.12	2,331.38	1,190.65	1,140.73
Christmas Cards & accessories	2,458.39	1,833.86	624.53	2,203.92	1,496.93	706.99
Stranger in the window	375.95	-	375.95			
Childrens Christmas Market	1,425.24	-	1,425.24			
Xmas Fair	1,496.30	693.14	803.16			
Crazy hair day	447.07	-	447.07			
Bake off	1,079.05	-	1,079.05			
Silent disco	2,146.99	399.15	1,747.84			
rugby match day stalls	2,886.47	242.37	2,644.10			
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			
bounceathon	13,159.56	378.75	12,780.81	11,484.48	302.00	11,182.48
YEAR 6 show bar	763.47	288.78	474.69			
football tournament	896.58	358.14	538.44			
summer BBQ	10,761.18	3,781.09	6,980.09			
Cake Sale	6,286.44	148.08	6,138.36			
lottery	1,698.20	-	1,698.20	814.40		814.40
Easy Fundraising	614.56	-	614.56	502.35		502.35
Amazon Smile	454.63	-	454.63	452.38		452.38
Virgin money giving donations (including gift aid)	2,569.33	-	2,569.33	6,753.35		6,753.35
teacher appreciation donations	940.00	-	940.00			
one off corporate/employee giving (including benevity & UK online giving)	798.84	-	798.84	216.16		216.16
Wine Tasting Event	-	-	-	2,985.97	1,686.80	1,299.17
Indian Supper Club	-	-	-	216.20		216.20
Christmas jumper sale	-	-	-	550.17		550.17
Foss Calendar	-	-	-	1,197.11	1,000.00	197.11
Sponsored Climb charity event	-	-	-	3,062.33		3,062.33
The FOSS treasure hunt charity event	-	-	-	20.00		20.00
Campaign Tom charity event	-	-	-	416.22		416.22
Here comes the summer charity event	-	-	-	835.10		835.10
Year 6 parent donations	-	-	-	447.20		447.20
Jumble trail	-	-	-	908.88		908.88
<b>Total</b>	<b>66,632.54</b>	<b>13,045.15</b>	<b>53,587.39</b>	<b>36,383.58</b>	<b>6,516.38</b>	<b>29,867.20</b>

Deposit Account Interest 0.01 0.02

**TOTAL INCOME** 53,587.40 29,867.22

**EXPENDITURE**

**Wish List Spend**

Gardening	573.61	
MFL lessons	10,550.00	
accelerated reader	3,527.00	
mathletics	1,944.00	
readiwriter	1,693.20	
sports equipment	855.93	
gardening club	250.00	
wellbeing service support	11,920.59	
<b>Subtotal</b>	<b>- 31,314.33</b>	<b>- 28,323.24</b>

**Non - wishlist School spend**

Teacher appreciation	867.08	
school xmas	149.95	
new parents welcome and open day	230.29	
<b>Subtotal</b>	<b>- 1,247.32</b>	

**Expenditure on charity administration**

Card Machines	96.00	
Charity Administration (accountants & insurance)	2,228.00	
Sundry Foss Costs	331.72	
Just Giving	72.00	
<b>Subtotal</b>	<b>- 2,727.72</b>	<b>- 1,148.44</b>

Adjustment minor error - 0.35

**TOTAL EXPENDITURE** - 35,289.72 - 29,471.68

Net funds generated 18,297.68 395.54

Funds brought forward 18,885.01 18,489.47

Funds carried forward 37,182.69 18,885.01

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**BALANCE SHEET AS AT 31 AUGUST 2022**

		2022	2021
<b>Current Assets</b>			
Stock	uniform	-	0
	wine	-	0
Cash at bank	Current	38,186.69	19,591.51
	Deposit	16.00	313.50
	<b>Total Cash</b>	<u>38,202.69</u>	<u>19,905.01</u>
<b>Total</b>		<u>38,202.69</u>	<u>19,905.01</u>
	<b>Creditors</b>		
	Accruals	(1,020)	(1,020)
<b>Net assets</b>		<u>37,182.69</u>	<u>18,885.01</u>
<b>Total Funds</b>		<u>37,182.69</u>	<u>18,885.01</u>

Charity registration number: 1027559

Approved by the Committee for issue on 21/3/23

Signed *[Signature]*

Dated 22/3/23

~~*[Signature]*~~

**FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31 AUGUST 2022**

**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.

**FRIENDS OF ST. STEPHEN'S PRIMARY SCHOOL**

England & Wales - Charity number 1027559

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# Accounts

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**Trustee 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
	£	£	£	£	£	£
<b>Particulars (Income &amp; expenditure)</b>						
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 Gilding						
Wine Tasting Event			1,499.17			
House Fire	2,065.07	1,406.80		460.86		200.20
Celebration Dinner				1,254.54	805.64	518.98
Football/Netball						
MCS 3 - 4000						
Summer Fair						
Lady Fair/Leaving	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
Cooperative				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				106.00		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 FOC/IBL FT				1,000.00		1,000.00
Donation on water printing	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 FOOD assurance fund charity event	20.00			32.00		
Compost Tea charity event			406.28			410.22
House comes the summer charity event	836.20		833.30			
Year 6 parent donations	447.26			44.29		
Leisure	813.40			316.40		
Leisure fund	608.20			505.88		
Leisure fund	178.22			137.84		
<b>CHARITABLE GIVING - BENEVOLENT</b>						
UK ONLINE GIVE FUND	35.12			16.52		
<b>Total</b>	<b>35,883.58</b>	<b>6,516.38</b>	<b>29,857.20</b>	<b>31,625.00</b>	<b>5,234.52</b>	<b>30,390.48</b>

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		<b>29,222.24</b>				<b>(25,558.25)</b>

<b>Expenditure on administration</b>						
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		<b>1,142.17</b>				<b>(1,568.82)</b>
<b>TOTAL EXPENDITURE</b>		<b>29,374.88</b>				<b>(26,917.07)</b>

Net funds transferred 205.54 473.64

Funds brought forward 18,480.42 18,016.85

**Funds carried forward 18,685.96 18,489.47**

27/10/23

## FRIENDS OF ST STEPHEN'S PRIMARY SCHOOL

### BALANCE SHEET AS AT 31 AUGUST 2021

		2021	2020
<b>Current Assets</b>			
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)
<b>Net assets</b>		<u><u>18,885.01</u></u>	<u><u>18,489.47</u></u>
<b>Total Funds</b>		<u><u>18,885.01</u></u>	<u><u>18,489.47</u></u>

Charity registration number: 1027559

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

Signed 

Dated 27/6/2022