

FRIENDS OF KIRKHAM GRAMMAR SCHOOL

72nd ANNUAL GENERAL MEETING - MINUTES

PRESENT Mr C Butterworth, Mrs L Case, Mrs S Chapman, Mrs L Crossen, Mrs L Cottam, Mr R Duncan, Mrs K Edwards, Mr T Gill, Mrs N Hearn, Mrs P Homan, Mrs L Ingram, Mrs L Jama, Mrs S Livesey, Mrs P Mcwuire, Mrs K O'Donoghue, Mrs L Oliver, Mr M Read, Mrs R Rowley, Mrs K Richardson, Mrs F Tomlinson, Mrs A Sutcliffe, Mrs L Wareing and Mrs J Yates.

NOTICE CONVENING THE MEETING The notice convening the meeting was read out by Mrs K Edwards and started at 6:34pm 23 Sept 2024.

INTRODUCTION & WELCOME to all with special mention to Mrs Lorraine Wareing - Chair of Governors, Mr Tallan Gill Headmaster and Mrs Kirsten O'Donoghue Headmistress.

MINUTES OF THE 71st ANNUAL GENERAL MEETING AND ANY MATTERS ARISING Emailed Oct 2024, No matters arose. They were proposed by Mrs K Edwards and seconded by Mrs P Homan.

HONORARY TREASURER'S ANNUAL REPORT, YEAR ENDING 31ST JULY 2024 Mrs P Homan read the financial report. The accounts will be duly audited by Mr Stewart Case of Jones Harris Limited. A full copy of the accounts is held with the treasurer.

THE GENERAL EXECUTIVE COMMITTEE ENDING AUGUST 2023 The following members had resigned and we thank for their support:- Mrs G Selby, Mrs C Mannion, Mrs E Hall and Mr I Vevers.

The following members were re-elected to the Committee:- Mrs A Blanco-Bayo, Mrs S Chapman, Mrs L Crossen, Mrs L Cottam, Mr R Duncan, Mrs K Edwards, Mr T Gill, Mrs N Hearn, Mrs P Homan, Mrs L Ingram, Mrs L Jama, Mrs D Laraway, Mrs S Livesey, Mrs P Mcwuire, Mrs T Marsh, Mrs K O'Donoghue, Mrs L Oliver, Mrs C Procter, Mr M Read, Mrs A Roberts, Mrs R Rowley, Mrs K Richardson, Mrs H Schofield, Mr M Snape, Mrs L Thompson, Mrs F Tomlinson, Mrs N Simpson, Mrs A Sutcliffe, Mrs L Wareing, Mrs J Yates

With addition to our new members: Dr Mark Read (Treasurer), Mr C Butterworth, Mrs L Case, Mrs D Laraway, Mrs Y Margerison

ELECTION OF OFFICERS FOR THE ADMINISTRATIVE YEAR ENDING AUGUST 2025:

The following parents and friends had applied to become full members of the committee and having been proposed and seconded by various committee members, were duly elected:

a) Chair - Mrs Katrina Edwards was reelected with a majority of the nominations received, she was proposed by Mrs P Homan and seconded by Mrs A Sutcliffe.

b) Honorary Secretary - Mrs Sarah Chapman stood for secretary – proposed by Mrs K Edwards and seconded by Mrs L Oliver.

c) Honorary Treasurer - Dr Mark Read was elected for the role of treasurer and proposed by Mrs K Edwards and Seconded by Mrs P Homan.

RECEIVE NAMES OF EX-OFFICIO MEMBERS FOR THE ADMINISTRATIVE YEAR ENDING AUGUST 2024 IN ACCORDANCE WITH ARTICLE 18:

The following members were confirmed as ex-officio members:

- | | |
|--|---|
| a) Chairman of the Board of Governors | Mrs Lorraine Wareing |
| b) Head Kirkham Grammar School | Mr Tallan Gill |
| c) Headmistress K G Junior School | Mrs Kirsten O'Donoghue |
| d) Two Members of School Staff | Mrs Lindsey Case & Mrs Denise |
| e) Old Kirkhamians Association | Mrs Anna Sutcliffe & Mr Chris Butterworth |

ELECTION OF THE HONORARY AUDITOR FOR THE FINANCIAL YEAR ENDING 31ST JULY 2024:

Audit for the next financial year will be with the current accountancy firm, Mr Stewart Case of Jones Harris Limited, as the appointed Independent Examiner for the Friends of Kirkham Grammar School. Proposed by Mrs K Edwards and seconded by Mrs A Sutcliffe.

ANY OTHER BUSINESS:

The meeting closed at 7.27pm

Date of next AGM: September 2025

REGISTERED CHARITY NUMBER:1051373

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024
FOR
THE FRIENDS OF KIRKHAM GRAMMAR SCHOOL**

THE FRIENDS OF KIRKHAM GRAMMAR SCHOOL
REPORT OF THE TRUSTEES
for the year ended 31 July 2024

The trustees present their report with the financial statements of the charity for the year ended 31 July 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1051373

Principal address

C/O Katrina J Edwards
14C Clifton Drive
Lytham St Annes
Lancashire
FY8 5RQ

Trustees

Kerry L Greenwood
Katrina J Edwards
Abby Crook

Independent examiner

Jones Harris Limited
17 St Peter's Place
Fleetwood
FY7 6EB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Articles of Association, and constitutes an unincorporated charity.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objective for the charity is to provide resources for the students and staff of Kirkham Grammar School, which would not ordinarily be available to them through school funding.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The charity has continued to raise funds by holding events during the year. Donations to school were voted on at a meeting on 23 September 2024 and will show in next year's accounts.

FINANCIAL REVIEW

Reserves policy

The trustees aim to maintain sufficient reserves to cover any ongoing running costs but most funds are applied to making donations to the school.

Approved by order of the board of trustees on and signed on its behalf by:

.....
Katrina J Edwards - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES AND MEMBERS OF
THE FRIENDS OF KIRKHAM GRAMMAR SCHOOL**

I report on the accounts for the year ended 31 July 2024.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Stewart Case BA(Hons) FCCA
Jones Harris Limited
17 St Peter's Place
Fleetwood
FY7 6EB

Date:

THE FRIENDS OF KIRKHAM GRAMMAR SCHOOL
CHARITY No. 1051373
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 JULY 2024

	Note	2024	2023
RECEIPTS			
Total receipts	1	33,702.22	14,161.41
PAYMENTS			
Direct expenses	2	11,309.81	8,566.29
Auction refund	-	-	2,500.00
Licences	-	-	20.00
AGM expenses	-	-	-
SumUp	-	-	0.25
Cancelled event	123.69	-	-
Miscellaneous expenses	-	-	80.00
		<hr/>	<hr/>
		11,433.50	11,166.54
		<hr/>	<hr/>
		22,268.72	2,994.87
Donations to the school			
Junior school sport equipment	-	-	6,061.21
Prize giving	-	-	-
Selection boxes & wrap	267.00	-	275.00
		<hr/>	<hr/>
		267.00	6,336.21
Net receipts/(payments)			
		<hr/>	<hr/>
		22,001.72	(3,341.34)
		<hr/>	<hr/>

THE FRIENDS OF KIRKHAM GRAMMAR SCHOOL
CHARITY No. 1051373
STATEMENT OF ASSETS AND LIABILITIES AT 31 JULY 2024

		2023	2023
General current account		37,168.47	15,169.75
Cash account		3.00	-
		<u>37,171.47</u>	<u>15,169.75</u>
General fund			
Fund balance at 1 August 2023		15,169.75	18,511.09
Net receipts/(payments) for the year	General	22,001.72	(3,341.34)
		<u>37,171.47</u>	<u>15,169.75</u>

THE FRIENDS OF KIRKHAM GRAMMAR SCHOOL
CHARITY No. 1051373
NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT

	2024	2023
1 RECEIPTS		
Winter Fair	3,200.43	4,074.60
Seasonal Lunches	1,969.62	2,501.00
Summer Ball	26,038.75	3,086.26
Summer Ball refund	-	500.00
Subscriptions	-	887.00
Bank interest	273.75	121.66
Bags 2 School	49.60	180.00
Easy Fund Raising	222.05	206.20
Uniform sale	628.02	155.50
Wreath making	665.00	770.00
Charlotte Tilbury	-	715.00
Donations	-	178.77
Disco	655.00	755.00
Miscellaneous	-	30.42
	<u>33,702.22</u>	<u>14,161.41</u>
2 DIRECT EXPENSES		
Winter Fair	602.85	1,743.07
Seasonal Lunches	1,250.00	1,690.60
Summer Ball	8,114.86	4,232.51
Wreath making	660.00	42.30
Replacement cheque for Wreath making 2023	440.00	-
Charlotte Tilbury	-	92.72
Disco	242.10	765.09
	<u>11,309.81</u>	<u>8,566.29</u>

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