



Trustees' Annual Report for the period

Period start date
From 01 September 2021 To 31 August 2022
Period end date

Section A

Reference and administration details

Charity name Friends of St Helen's School

Other names charity is known by

Registered charity number (if any) 1063011

Charity's principal address St Helen's C of E School

Brewhouse Hill

Wheathampstead

Postcode

AL4 8AN

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	Birgul Sexton	Co-Chair		
2	Lisa Schaffer	Co-Chair	Resigned July 2022	

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Elizabeth Holohan	
Lucy Brooks	

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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Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

Constitution dated 12th March 2012

How the charity is constituted

(eg. trust, association, company)

Association

Trustee selection methods
(eg. appointed by, elected by)

Elected at annual AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the Association is to advance the education of the pupils in the School. In furtherance of this object the Association may:

- a) Develop more extended relationships between the staff, parents and others associated with the School.
- b) Engage in activities which support the School and advance the education of the pupils attending it.
- c) Provide and assist in the provision of such facilities or items for education at the School (not provided from statutory funds) as the Committee, in consultation with the Governing Body, shall from time to time determine

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The main activities are:

- Fundraising events run for pupils or parents/carers of the school. These not only raise funds but also bring parents, teachers, pupils and the community together
- Funds are given to St Helen's C of E School for educational enrichment activities such as transport for swimming lessons and residential trips, or for outdoor play equipment, classroom supplies or library books.
- Donations may also be given to the school for larger items such as funding towards outdoor play equipment.
- Provision of second-hand Uniform, this provides all parents/carers the opportunity to dress children in school uniform. Wearing the uniform is part of the way the school encourages a community ethos within the pupils.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit.

Additional details of objectives and activities (Optional information)

The school provides a 'wish list' of items they would like, and the committee takes this into consideration when choosing how to spend the PTA's funds.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

After a difficult couple of years, there has been a phenomenal effort in fundraising this year with record net proceeds from events amounting to £24,295.

Our largest fundraiser which is held bi-annually, the school ball, raised a £9,224. The annual Summer Fair, back for the first time since Covid, raised £4,546 and the first ever Sponsored Bounce raised £5,506.

Other successful events this year have included selling personalised Christmas Cards (£901), Scarecrow Trail (£736), Santa's Grotto (£534), Doughnut Sale (£337), Easter Egg Hunt (£328), Autumn Active Challenge (£306) and Summer Disco (£260). We also raised £848 through Easy Fundraising/Amazon Smile/Bags 2 School and received donations of £3,667 (the majority from a parent's amazing Skipathon effort).

The Friends' most significant expenditure this year has

- Diversity books and author visit £1,390
- Outdoor games and art materials £250
- BMX demonstration and year 6 workshop £650
- Ice-cream van £650

As with previous years, Friends funded the cost of the coaches for the residential trips for years 5 and 6 and contributed 1/3 of the costs of the swimming coaches for years 4 and 5. We also gave funding to St Helen's school for diversity books, outdoor games and art materials, a BMX demonstration and year 6 workshop, and an ice-cream van to visit the whole school.

Future activities and various fund-raising activities are planned for the coming year including personalised Christmas cards, Santa's Grotto, Easter Egg Hunt, and the Summer Fair.

In the new financial year, as well continuing to fund the residential coaches and contribute towards the swimming coaches, we will be providing funding towards the construction of a pond and sandpit in the nature area, a storage shed for play equipment, and various items of play equipment to support the Opal Play scheme.

Section E Financial review

Brief statement of the charity's policy on reserves

The Committee consider the current level of funds to be the minimum required to meet the objects of the association.

Details of any funds materially in deficit

N/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:



- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Elizabeth Holohan	Lucy Brooks
Position (eg Secretary, Chair, etc)	Co-Chair	Committee Member
Date	24/02/2023	



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Friends of St Helen's School

On accounts for the year
ended

31st August 2022

Charity no.:

1063011

Company no.:

Set out on pages

8 and 9

I report to the charity trustees on my examination of the accounts of the Company for the year ended **31/08/2022**

**Responsibilities and
basis of report**

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 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 *~~) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

Name:

Chris Ellis

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

ICAEW – member no 1882703

Address:

64 Ash Grove, Wheathampstead, Herts

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

The files for review were in great order, clearly a lot of effort has gone in to maintaining such clean records and all queries were swiftly responded to with clarity. I am very impressed with the overall efforts and the amount raised for the benefit of the school is an amazing achievement, so an enormous well done to all.



Receipts and payments accounts

CC16a



For the period
from

To

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					
Proceeds of fundraising events	40,767	-	-	40,767	7,616
Donations	3,667	-	-	3,667	4,643
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	44,434	-	-	44,434	12,258
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	44,434	-	-	44,434	12,258
A3 Payments					
Direct Charitable Expenditure	9,985	-	-	9,985	2,453
Fundraising event costs	16,472	-	-	16,472	111
Parent Kind Annual Subscription	116	-	-	116	-
Meeting Expenses	-	-	-	-	-
Sundries	271	-	-	271	20
Lotteries Registration	40	-	-	40	680
Gifts	35	-	-	35	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	26,919	-	-	26,919	3,264
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	26,919	-	-	26,919	3,264
Net of receipts/(payments)	17,515	-	-	17,515	8,994
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	17,515	-	-	17,515	8,994

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	Balance held at Natwest Current Account	33,266	-	-
	Cash in hand	22	-	-
		-	-	-
	Total cash funds	33,287	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		LUCY BROOKS	24/2/23	
		ELIZABETH HOLOHAN	24/2/23	