



Trustees' Annual Report

Charity name: Friends of Swell School

Registered charity number: 1063782

Year ended: 31 December 2024

Objectives and Activities

Friends of Swell School (FOSS) exists to advance the education and well-being of pupils at Swell Primary School by fostering close relationships between staff, parents, and the wider community. The charity achieves this by organising fundraising initiatives and events, as well as promoting parental involvement and engagement with the school.

During the reporting period, FOSS successfully delivered a varied programme of fundraising and community-building events, including wreath making, bingo evenings, quiz nights, Easter activities, and school discos. These events not only boosted funds to support the school's needs but also helped strengthen the sense of community among pupils, families, and staff.

Achievements and Performance

In the year ended 31 December 2024, FOSS generated total income of £30,378.94, significantly higher than in previous years. This was largely due to a successful crowdfunding campaign for a Composting Toilet through Spacehive, which attracted match funding and grants from public bodies including Gloucestershire County Council ("Build Back Better" scheme) and Cotswold District Council.

A key milestone this year was the installation of the composting toilet on the school's field. Funded using a combination of grants, crowdfunding and event proceeds, this facility has already had a positive impact on children's access to outdoor learning, allowing them to make full use of the allotment and sports areas throughout the day.

Financial Review

Total income for the year was £30,378.94, with expenditure of £30,884.52, resulting in a reported net deficit of £505.58. Despite the deficit, FOSS remains in a stable financial position with **£4,815.58** carried forward at year end, representing unrestricted funds available for future expenditure.

However, it is noted that the following additional funds were held at year end but not yet reflected in the year end bank balance:

- £399.13 from events not yet banked
- £100.00 held as an operational cash float
- £57.94 owed from earlier events

These additional funds, totaling £557.07, result in an adjusted surplus of £52.07 for the year.

Structure, Governance and Management

Friends of Swell School is an unincorporated association governed by a committee of volunteer trustees under the terms of its constitution. The trustees oversee all fundraising activities, financial decisions, and compliance with charity law.

The following trustees served during the year:

- Hazel Eatwell – Chair & Treasurer
- Ceri Stayt – Treasurer & Secretary
- Chevi Davis – Vice Chair
- Eve Morris – Trustee
- Amy Perkins – Trustee
- Emma Dixon – Trustee

All parents, carers, school staff, and interested community members are considered part of the charity's membership.

Approved by the Trustees

This report was approved by the trustees on 5th November 2025 and is signed on their behalf by:

Signature: *Hazel Eatwell*

Name: Hazel Eatwell

Position: Chair of Trustees

Signature: *Ceri Stayt*

Name: Ceri Stayt

Position: Treasurer & Secretary



Friends of Swell School PTA

Registered Charity Number: 1063782

Receipts & Payments Accounts for the year ended 31 December 2024

Receipts

Category	2024 (£)	2023 (£)
Fundraising events/Donations	8,975.33	6,958.29
Donations	6,270.28	695.03
Grants received	13,711.46	0
Gift Aid reclaimed	0	0
Other income	1,421.87	0
Total Receipts	30,378.94	8,104.18

Payments

Category	2024 (£)	2023 (£)
Event expenses	3,349.18	2,209.00
Donations to school/projects	19,188.36	8,462.96
Insurance and admin costs	272.91	367.10
Bank charges	0	0
Independent examiner / audit fee	0	0

Other payments	8,074.07	451.76
Total Payments	30,884.52	11,490.82

Net Movement in Funds and Balances

Item	2024 (£)	2023 (£)
Net movement in funds	(505.58)	(3,386.64)
Cash funds at start of year	5,321.16	8,707.80
Cash funds at end of year	4,815.58	5,321.16

Statement of Assets and Liabilities

Item	2024 (£)	2023 (£)
Bank account balance (at year end)	4,815.58	5,321.16
Cash in hand	499.13	1,434.50
Debtors (money owed to PTA)	57.94	0
Creditors (unpaid bills)	0	0
Net assets/funds carried forward	5,372.65	6,755.66

Notes to the Accounts

1. Restricted vs Unrestricted Funds
All funds are unrestricted unless otherwise stated. Grant income from the 'Build Back Better' scheme, Cotswold Council (Gloucestershire County Council) was restricted to use for the composting toilet project and was fully spent within the reporting year. Grants from Stow Council were restricted for Music Tuition
2. Accounting Basis
These accounts have been prepared on a receipts and payments basis, and reflect the actual cash receipts and payments made during the financial year, in accordance with section 130 of the Charities Act 2011.
3. Independent Examination
The accounts were independently examined by Nadia Moule, Parent Volunteer (Independent Examiner), in accordance with section 145 of the Charities Act 2011.
4. 4. Cash Handling and End-of-Year Balances
Friends of Swell School occasionally receives income in cash from events. Cash is

recorded in a log, held securely, and banked as soon as practicable. Cash held at 31 December 2024 was £499.13. The 2023 closing balance includes £1,434.50 cash in hand not banked at year end.

Approved by the Trustees

This report was approved by the trustees on 5th November 2025 and is signed on their behalf by:

Signature: *Hazel Eatwell*

Name: Hazel Eatwell

Position: Chair of Trustees

Signature: *Ceri Stayt*

Name: Ceri Stayt

Position: Treasurer & Secretary

Independent Examiner's Report

to the Trustees of Friends of Swell School PTA

I report to the trustees on my examination of the accounts of Friends of Swell School PTA for the year ended 31 December 2024.

Registered charity number: 1063782

Responsibilities and Basis of the 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 am qualified to undertake the examination by being independent of the charity and having the requisite ability and practical experience to carry out a competent examination of the accounts, as required by section 145 of the Act.

My responsibility is to examine the accounts under section 145 of the Act, to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act, and to state whether any matters have come to my attention.

Independent Examiner's Statement

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 the trustees concerning any such matters.

The documents I examined included:

- Paper accounts book
- Excel-based financial summary
- Online banking records and statements

In my opinion:

- No material matters have come to my attention which give me cause to believe that, in any material respect, the accounts have not been properly prepared in accordance with section 145 of the Charities Act 2011; and
- I have found no evidence of material misstatements in the accounts.

The accounting records are clear, systematic, and up to date.

I have suggested to the trustees that the process of managing and storing supporting

financial documentation (such as receipts and invoices) may benefit from greater consistency, such as storing scanned or photographed versions in a single digital folder.

I also recommended that the approved year-end accounts, already shared via email and reviewed at the AGM, may additionally be made publicly available on the school's website for improved transparency.

Signed: *Nadia Moule*

Name: Nadia Moule

Position: Independent Examiner (Parent volunteer)

Date: 6, November 2025

Reviewed by the Trustees

This report was reviewed and approved by the trustees on 6th November 2025 and is signed on their behalf by:

Signature: *Hazel Eatwell*

Name: Hazel Eatwell

Position: Chair of Trustees

Signature: *Ceri Stayt*

Name: Ceri Stayt

Position: Treasurer & Secretary