

# FRIENDS OF WEST ASHTEAD SCHOOL

England & Wales · Charity number 1067628

## Details

---

**Status** Registered

**Legal form** Other

**Registered** 1998-01-22

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** West Ashtead Primary School  
Taleworth Road  
Ashtead  
KT21 2PX

**Phone** 01372272082

**Email** [thefowa@gmail.com](mailto:thefowa@gmail.com)

**Website** <http://www.west-ashtead.surrey.sch.uk/friends.htm>

## Activities

---

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

**Activities:** We are a Parent Teacher Association (PTA) for West Ashtead Primary School. Our purpose is to raise funds for the School in a variety of ways. Spending of funds raised is at the request of the teaching staff and pupils at the school and enriches the children's experience of school.

## Classification

---

- **How:** Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Other Charitable Purposes
- **Who:** Children/young People

## Geography

---

- Surrey

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£26,755	£46,427	-	-
2023-08-31	£39,737	£26,697	-	-
2022-08-31	£29,718	£25,043	-	-
2021-08-31	£11,835	£11,562	-	-
2020-08-31	£13,881	£21,091	-	-

## Trustees

Name	Role	Appointed
<b>James BALCOMBE</b>	Chair	2025-09-18
Catherine Anne Daniel		2026-02-26
Lisa Jane Baker		2026-02-26
Lynda Carole Gibson		2025-09-18
Sarah Fredman		2026-02-26
Ysabel Gummer		2026-02-26

**FRIENDS OF WEST ASHTEAD SCHOOL**

England & Wales - Charity number 1067628

---

# Accounts

---



Friends of West Ashtead

Presented at the Annual General Meeting on November 19th 2024

The Leg of Mutton and Cauliflower, Ashtead. KT21 1AZ

TRUSTEES ANNUAL REPORT

For the period 1<sup>st</sup> September 2023 to 31<sup>st</sup> August 2024

#### **Aim (Object) of the Charity**

The aim of the Friends of West Ashtead (FOWA) is to advance the education of pupils at West Ashtead Primary School.

In planning the activities of the FOWA Charity for the year the Trustees and Committee kept in mind the Charity Commission's guidance on public benefit. The focus of the activities of the FOWA remains to fundraise to support the education experience of the pupils at the school, either through funding facilities, workshops or providing equipment.

Decisions on where the funds raised by FOWA are to be used are taken in consultation with the Head teacher and the committee. The FOWA committee is made up of parents and guardians who attend regular FOWA meetings. These meetings are open to all parents and guardians.

A fantastic contribution is made to the charity by a small group of very committed volunteer members. We are grateful for the many hours these volunteers have spent supporting the work of the FOWA in meeting its aim. This group includes the Class Reps and Committee Members and other Parents and guardians all of whom attend regular FOWA meetings.

#### **Trustees**

Chair Jennifer Turner

Vice-Chair Laura-Jane Fowler

Treasurer James Balcombe

All Trustees give their time voluntarily and do not receive any remuneration or other benefits.

The FOWA operates within the guidelines of the national confederation of Parent Teacher Associations of which it is a member (membership number 21274).

The FOWA has Public Liability and Personal Accident Insurance to cover its meetings, activities, Officers and Volunteers.

FOWA delivered a calendar of seasonal events and fundraising activities throughout 2023/24 with the aim of bringing families together, helping build a social community and to create wonderful school memories for the children of the school.

- Firework Night
- Christmas Fair, Santa's Grotto, and Raffle
- Christmas Tree Sale and Recycling
- Winter Warmer Sale
- Boogie, Bounce and BBQ Summer Fair
- Family Bingo Night in collaboration with MNDA
- Family Quiz Night
- Silent Disco
- 4 Mufti Days and Break the Rules Day
- Ice Cream Sales
- Easter Smarties Challenge
- 4 Bags2School Collections
- School Class Photos Fundraiser
- 2nd Hand Uniform Sales
- FOWA Lottery

A summary of the funds raised in 2023/24 is shown in the attached accounts, and an independent auditor will be appointed to examine the full set of annual accounts.

#### **Serious Incidents**

Nil return of serious incidents.

### **FOWA Responsibilities as a Charity**

The charitable status of the FOWA confers certain responsibilities upon the charity and the Trustees. As a charity with an income of between £25,001-£500,000 FOWA are required to submit an Annual Return, comprising an Annual Report and reviewed annual accounts. Since April 2009 as a charity with an income above £25,000 per annum the FOWA are also now required to report on any Serious Incidents. There are no Serious Incidents to report from the past year.

### **Treasurer's Report**

The income raised less expenditure from this year's fundraising was £10,786.

There were Charity expenses of £759 including £518 for a new PA system which as well as being used for FOWA events is also supporting school plays, bank charges of £87 and £153 for insurance (our Parent Kind membership).

FOWA's key fund-raising event's included Fireworks raising £2.8k, Christmas Fair & Trees raising £2.9k and the Summer fair which raised £2.7k. Outside of this there were many revenue streams organised and supported by parents which drove considerable contribution.

During the year FOWA funded a brand new climbing frame for the junior years at a cost of £26,445 which was the result of 3 years of fundraising activity. Additionally, FOWA partially funded a number of workshops and trips, Christmas Disco, a Silent Disco and an author visit from Mel Taylor-Bessent and a replacement carpet.

James Balcombe ACMA - Treasurer

### **Appointment of Independent Examiner of Accounts**

We have appointed Mr Robert Gidney as the Independent Examiner of Accounts for Year Ending August 2024.

### **Future Plans**

FOWA remains dedicated to being a central charitable and community group, committed to enhancing the educational experience of children at West Ashtead. Our mission is to bring families together through memorable events and activities that leave lasting, cherished memories for the children.

Looking ahead, we plan to continue co-funding year group educational workshops, ensuring these enriching experiences remain accessible to all. We are also exploring new large-scale fundraising projects, inviting ideas from Leo Academy, teachers, and children to guide our efforts in making a meaningful impact on the wellbeing and educational experience of future generations at West Ashtead.

One exciting focus area is further investment in our school's outdoor spaces and grounds. Ideas under discussion include creating a wild garden, developing an all-weather mini football pitch, enhancing James' Commemorative Pond area, and building an outdoor classroom. These projects aim to inspire creativity, promote wellbeing, and provide spaces where children can learn, play, and thrive.

We are excited to work collaboratively as we bring these ideas to life and continue to support our vibrant school community.

### **Trustees Report**

I'm pleased to share that this past year marked my final year as Chair of Friends of West Ashtead (FOWA), as I step down after a wonderfully fulfilling three-year term. It has been an incredible journey, working alongside such a dedicated team of parents and supporters to enrich the educational experience for our children at West Ashtead Primary School.

I'm delighted to report that FOWA successfully achieved the goals outlined in last year's AGM. Following West Ashtead Primary School's transition to the Leo Academy of Schools in mid-2023, FOWA focused on aligning with Leo's priorities while continuing to enhance our children's educational experiences.

While Leo Academy leads on essential infrastructure improvements, FOWA has concentrated on fundraising to expand educational workshops. These include engaging collaborations with theatres, writers, and scientists, along with exploring captivating historical topics. Beyond workshops, I am very proud that FOWA after two years of fundraising were able to purchase the incredible outdoor climbing and play frame for the junior children to enjoy for years to come.

As I hand over the reins, I am proud of what we've accomplished together and confident in the continued success of FOWA. It will remain in excellent hands with our fantastic group of parent volunteers and the unwavering dedication of our core team, Laura Jane Fowler, and James Balcombe. Thank you all for your support and for making these past three years so rewarding!



Jennifer Turner, Chair of Trustees

Jennifer Turner

105 Stag Leys

Ashtead, Surrey. KT21 2TL

**Accounts 2023/24**

**Income Statement**

Date 12<sup>th</sup> June 2025

Event	Income	Expenses	Accrual	Prepayment	Net Profit
Fowa Bar - Bingo	377	(86)			292
Fowa Raffle - Bingo (50/50)	896	(474)			422
FOWA Fireworks	6,810	(3,990)			2,820
Christmas Fair	1,849	(215)			1,634
Christmas Fair - Raffle	648	(363)			286
Christmas Junior Show	108				108
Christmas Trees	1,816	(1,162)			654
Christmas Cards	230				230
Christmas Disco	0	(308)			(308)
Elfridges	370	(62)			308
Uniform Sales 23/24	163				163
Smarties Challenge	422	(78)			344
FOWA/YR 6 Quiz Night	770	(293)			477
Silent Disco	1,218	(1,799)			(581)
PJ's day	161				161
Fowa - Summer Fair	3,651	(2,234)	(135)		1,282
Fowa - Summer Fair BBQ	691				691
Year 5 summer Fair	811	(113)			698
Miscellaneous	177				177
Mel G book visit	219	(216)			3
Class Photos July	798				798
Anglo Recycling 23/24	344				344
YourSchoolLottery 23/24	315				315
Terracycle 23/24	380				380
EasyFundraising	196				196
Donation	274				274
Year 6 Tuck Shops	337	(178)	0	0	160
Break the rules YR6	305				305
Silent Disco - Year 6 Tuck Shop	71				71
FOWA Fireworks (YR 6)	173	(133)			40
Year 6 Games	537	(138)			398
YR 6 Christmas Tree Collection and Disposal	563	(483)			80
Yr 6 Krispy Kremes and disco	555	(218)			337
Year6 donations	355				355
Year 6 leavers	0	(2,524)	0	0	(2,524)
Bank Charges	0	(87)			(87)
PA system	0	(518)			(518)
Parent Kind membership/ins	0	(153)			(153)
Ashtead fair	0	(10)			(10)
Fireworks 24	0	(688)		688	0
Mufti day	125				125
Petty Cash	43				43
<b>Net Fundraising</b>	<b>26,755</b>	<b>(16,522)</b>	<b>(135)</b>	<b>688</b>	<b>10,786</b>
<b>Funding;</b>					
Year 5 Greek day		(348)			(348)
Year 6 - Homefront 40		(400)			(400)
Pond Workshop		(450)			(450)
Yr2 Great fire of London		(314)			(314)
Eatly years replacement floor carpet		(283)			(283)
Year 3 Egypt workshop		(358)			(358)
Playground invoice		(26,445)			(26,445)
Year 6 - Natural History Museum		(359)			(359)
Year 2 - Arundel		(457)			(457)
Year 1 - Worthing		(325)			(325)
LEO Academy Trust Weald trip YR 3		(439)			(439)
Bee and pond workshops		(550)	450		(100)
Author Visit Mel G			(180)		(180)
<b>Funding Allocated</b>	<b>0</b>	<b>(30,728)</b>	<b>270</b>	<b>0</b>	<b>(30,458)</b>

**Balance Sheet**

<b>Balance Sheet as at 31st August 2024, £</b>		<b>2023/24</b>	<b>2023/24</b>	<b>2022/23</b>	<b>2022/23</b>
Bank Accounts	Current A/C	13,139		32,979	
	Deposit A/C	<u>0</u>		<u>0</u>	
		13,139		32,979	
<b>Current assets</b>					
	Prepayments	994		306	
	Accrued Income			655	
			<u>14,133</u>	<u>33,940</u>	
<b>Current liabilities</b>					
	Accrued Expenses	- 315		- 450	
			<u>13,818</u>	<u>33,490</u>	
	Funds B/F	33,490		20,450	
	Income Less Expenditure	10,786		21,636	
	Funding	<u>30,458</u>		<u>8,596</u>	
	Balancing		<u>13,818</u>	<u>33,490</u>	

#### Independent examiner's report to the trustees of Friends of West Ashtead School

I report to the trustees on my examination of the accounts of the **Friends of West Ashtead School** (the Trust) for the year ended 31<sup>st</sup> August 2024.

#### Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

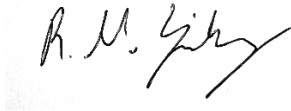
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have completed my work and confirmed that there are underlying accounting records. These are being kept and are reflected in the report. From my sampling approach and relying on the confirmation and representation I have received from the Treasurer I'm happy to agree that there are no material issues.

A handwritten signature in black ink, appearing to read 'R. M. Gidney', written over a light grey rectangular background.

Robert Gidney MChem (Hons) CA

Date: 5<sup>th</sup> June 2025

19 Acris street

London

Sw18 2QT

**FRIENDS OF WEST ASHTEAD SCHOOL**

England & Wales - Charity number 1067628

---

# Accounts

---



Friends of West Ashtead

Presented at the Annual General Meeting on November 22nd 2023

The Leg of Mutton and Cauliflower, Ashtead. KT21 1AZ

TRUSTEES ANNUAL REPORT

For the period 1<sup>st</sup> September 2022 to 31<sup>st</sup> August 2023

#### **Aim (Object) of the Charity**

The aim of the Friends of West Ashtead (FOWA) is to advance the education of pupils at West Ashtead Primary School.

In planning the activities of the FOWA Charity for the year the Trustees and Committee kept in mind the Charity Commission's guidance on public benefit. The focus of the activities of the FOWA remains to fundraise to support the education experience of the pupils at the school, either through funding facilities, workshops or providing equipment.

Decisions on where the funds raised by FOWA are to be used are taken in consultation with the Head teacher and the committee. The FOWA committee is made up of parents and guardians who attend regular FOWA meetings. These meetings are open to all parents and guardians.

A fantastic contribution is made to the charity by a small group of very committed volunteer members. We are grateful for the many hours these volunteers have spent supporting the work of the FOWA in meeting its aim. This group includes the Class Reps and Committee Members and other Parents and guardians all of whom attend regular FOWA meetings.

#### **Trustees**

Chair Jennifer Turner

Vice-Chair Anna Owen

Treasurer James Balcombe

All Trustees give their time voluntarily and do not receive any remuneration or other benefits.

The FOWA operates within the guidelines of the national confederation of Parent Teacher Associations of which it is a member (membership number 21274).

The FOWA has Public Liability and Personal Accident Insurance to cover its meetings, activities, Officers and Volunteers.

FOWA delivered a calendar of seasonal events and fundraising activities throughout 2022/23 with the aim of bringing families together, helping build a social community and to create wonderful school memories for the children of the school.

#### **Charity events run this year:-**

Firework Night

Christmas Fair

School Christmas Cards

Christmas tree Sales

Christmas Wreath workshop

Soundbytes Christmas Concert

Quiz night

Infant and Junior Disco

Circus and Year 5 fair

Ice cream Sale

Smarties Challenge

Krispy Kreme Sale

Break the Rules Day

Bags2School Collection

2<sup>nd</sup> Hand Uniform Sale

Junior Production refreshments

This year's fundraising enabled FOWA to purchase history and geography resources including props, artefacts and additional reference books to bring topics to life for the children in the classroom, enhancing their learning environment.

FOWA has also continued to fund the school's cloud reading platform and also supported improvement of online safety for the pupils given access to Chrome books for a number of pupils.

FOWA has also continued to subsidise the Year 6 leavers' celebrations and the Infants Christmas Party and a free End of Term Junior Disco fully funded by FOWA and supported by FOWA and parent volunteers.

The future fundraising goal is to continue to support school workshops which will benefit all class years as well as exploring opportunities with Leo to further enhance pupils' experience.

A summary of the funds raised in 2022/23 is shown in the attached accounts, and an independent auditor will be appointed to examine the full set of annual accounts.

#### **Serious Incidents**

Nil return of serious incidents.

#### **FOWA Responsibilities as a Charity**

The charitable status of the FOWA confers certain responsibilities upon the charity and the Trustees. As a charity with an income of between £25,001-£500,000 FOWA are required to submit an Annual Return, comprising an Annual Report and reviewed annual accounts. Since April 2009 as a charity with an income above £25,000 per annum the FOWA are also now required to report on any Serious Incidents. There are no Serious Incidents to report from the past year.

#### **Treasurer's Report**

The income raised less expenditure from this year's fundraising was £22,138.

We had Charity expenses of £502 including £176 for new Zettles, £140 for Insurance (from Parent Kind), £98 for Bank Charges and £87 to repair the FOWA Gazebo.

During the year FOWA funded £8,596 of activities most notably History props £4,118, Infants Bee and Pond Workshops £1,550, Science week £600, a Poetry visit by Valerie Bloom £325, a Rivers trip for Year 5 £315, a Reading cloud Subscription for the whole school £660 and Online Safety Training for £625.

James Balcombe ACMA - Treasurer

#### **Appointment of Independent Examiner of Accounts**

We have appointed John Whittaker as Independent Examiner of Accounts for Year Ending August 2023

#### **Future Plans**

In the wake of West Ashtead Primary School joining the Leo Academy of Schools midway through 2023, we find ourselves at a pivotal juncture. This strategic move has prompted us, as Friends of West Ashtead, to contemplate how best to collaborate with Leo Academy and align our efforts to complement their enhanced focus on various school areas that our charity has historically supported.

Moving forward, Friends will maintain its commitment to fundraising in support of our children's educational journey at West Ashtead. While Leo takes the lead in essential infrastructure, Friends will spearhead efforts to fully fund and expand educational workshops. This includes, but is not limited to, collaborations with theatres, interactive sessions featuring writers, artists, scientists, and exploring historical topics that captivate young minds.

#### **Expanding Horizons Beyond Workshops:**

Building on this foundation, we are excited to work with the school, their teachers and the children's pupil parliament to explore a range of initiatives that go beyond workshops to further enrich the educational experience:

- **Guest Speaker Series:** We would like to work with the school to invite professionals from various fields to give talks or presentations, offering students insights into different careers and real-world applications of their education.
- **Environmental Initiatives and Community Service Projects:** Initiatives promoting environmental awareness, such as school gardens, recycling programs such as Terracycle, and community service projects, will engage students in practical, real-world learning experiences.
- **Arts, Music, and Literacy Programs:** Supporting art and music education through workshops, performances, and author visits, along with our continued fund donations towards new books for the school library, will nurture creativity and a love for literature.

To ensure these initiatives resonate with the interests and needs of our students, we have enlisted pupils from the school committee to engage their classmates in brainstorming ideas. This collaborative effort aims to gather fresh perspectives and novel suggestions, fostering a more engaging and impactful educational experience for the children at West Ashtead.

As we embark on these exciting endeavours, we eagerly anticipate forging a strong partnership with the new head teacher and Leo Academy, collaborating closely to offer holistic support to our children and their families. Together, we aim to create an environment where every child at West Ashtead can thrive and excel in their educational journey.

#### **Trustees Report**

It has been a remarkable year of charitable events, activities, and fundraising at West Ashtead. Despite our school's modest size, we have achieved phenomenal success, thanks to the dedication of our core team of volunteer parents. These individuals, who consistently serve on the events planning team and act as class reps year after year, contribute their time and effort selflessly. Without their commitment, the charity wouldn't operate as seamlessly as it does.

This year, our focus was on running diverse events and activities throughout the school to raise funds for co-funded workshops for pupils and a new outdoor climbing frame for junior students. Remarkably, after two years of fundraising, we achieved our goal this year.

We expanded the scale of our larger events, nearly doubling the size of our Fireworks Night display to accommodate 700 ticketed guests—a sell-out once again. Our annual Christmas Fair was once again fully up and running since our post covid lapse, and we had the spectacular Happy's Circus and Fair rounded out the year! Attracting 400 ticketed guests and featuring an array of captivating performances. The success of these events not only helped us reach our fundraising targets for the climbing frame but will also enable us to support additional charitable initiatives in 2023/24.

While the larger events are pivotal for income generation, we recognize the significance of smaller events in creating lasting memories for our children. Activities such as Krispy Kreme sales, school discos, mufti days, ice cream sales, and the beloved Break the Rules Day contribute to a well-rounded and engaging school experience.

With a tinge of sadness, we bid farewell to Lisa Austin, our dedicated secretary for four years, and Anna Owen, Vice-Chair. Lisa's organisational skills and volunteering spirit have been invaluable, while Anna played a key role in shaping our fundraising strategy and planning signature events. We also extend our best wishes to Mrs. Hall, our Head Teacher, who will retire in December 2023. Mrs. Hall has been an integral part of Friends of West Ashtead, attending and supporting numerous events and offering insights at our late-night committee meetings. She will be missed, and we hope she enjoys a well-deserved retirement with her family and garden.

Looking ahead, we anticipate an exciting year with Leo Academy and a new Head Teacher. We eagerly look forward to partnering with them, aligning our plans and support to create a wealth of wonderful memories and enhance the educational experience for our children at West Ashtead in the years to come.

Jennifer Turner, Chair of Trustees



Jennifer Turner  
105 Stag Leys  
Ashtead, Surrey. KT21 2TL

Date 27<sup>th</sup> June 2024

**Accounts 2022/23**

**Income Statement**

£	Income	Expense	Net Profit
<b>Net Profit summary;</b>			
Christmas fair & trees	8,700	(2,555)	6,145
Fireworks	8,145	(4,167)	3,978
Circus/Summer Fair	10,487	(4,793)	5,694
Krispy Kreme Sales	1,521	(929)	592
Ice Cream/Other Front of School Sales	707	(82)	625
Photos - July	1,051	0	1,051
Christmas events	1,065	(160)	905
Donations	942	0	942
Quiz night	1,075	(373)	702
Your School Lottery	847	0	847
Easy Fundraising	613	0	613
Amazon Smile	309	0	309
Bags2school	469	0	469
Terracycle	70	0	70
Discos	1,563	(1,256)	307
Smarties	459	(90)	369
Break the rules day	398	0	398
Junior Production - July	227	(64)	163
YR 6 Fundraising and donations	1,018	(3,131)	(2,113)
Petty Cash	71	-	71
	<b>39,737</b>	<b>(17,599)</b>	<b>22,138</b>
<b>Misc Expenses</b>			
New Zettles		(176)	(176)
Bank Charges		(98)	(98)
Gazebo Repair		(87)	(87)
Insurance		(140)	(140)
	-	<b>(502)</b>	<b>(502)</b>
<b>INCOME LESS EXPENDITURE</b>	<b>39,737</b>	<b>(18,101)</b>	<b>21,636</b>
<b>Funding Allocated</b>			
Great fire of London - YR 2		(132)	
Rivers Trip - YR 5		(315)	
Reading Cloud Annual Subscription		(660)	
Online Safety training		(625)	
school Christmas Tree		(31)	
Science Week workshop		(600)	
Ukraine Welcome Fund		(68)	
Topic and History Props 2022/23		(4,118)	
BEE and pond workshop		(1,550)	
Valerie Bloom - Poetry		(325)	
Sports Day July		(28)	
Year 6 SAT books		(143)	
		<b>(8,596)</b>	
<b>Pre-payments</b>			
Circus 25		306	
<b>Accruals</b>			
BEE and pond workshop		(450)	
<b>Accrued Income</b>			
Circus Estate Agent Boards		655	

**Balance Sheet**

Balance Sheet as at 31st August 2023, £		2022/23	2022/23	2021/22	2021/22	2020/21	2020/21	2019/20	2019/20
Bank Accounts	Current A/C	32,979		19,125		12,929		12,656	
	Deposit A/C	0		0		0		0	
		<u>32,979</u>		<u>19,125</u>		<u>12,929</u>		<u>12,656</u>	
<b>Current assets</b>									
	Prepayments	306		820		550		550	
	Accrued Income	655		505					
			<u>33,940</u>		<u>20,450</u>		<u>13,479</u>		<u>13,206</u>
<b>Current liabilities</b>									
	Accrued Expenses	- 450							
			<u>33,490</u>						
	Funds B/F	20,450		13,479		13,206		20,415	
	Income Less Expenditure	21,636		13,989		7,298		7,221	
	Funding	8,596		7,018		7,025		14,431	
			<u>33,490</u>		<u>20,450</u>		<u>13,479</u>		<u>13,206</u>

#### Independent examiner's report to the trustees of Friends of West Ashtead School

I report to the trustees on my examination of the accounts of the **Friends of West Ashtead School** (the Trust) for the year ended 31st August 2023.

#### Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



John Whittaker BSc (Hons) ACA  
10 Taleworth Road  
Ashted,  
Surrey.  
KT21 2PT

Date 27<sup>th</sup> June 2024

**FRIENDS OF WEST ASHTEAD SCHOOL**

England & Wales - Charity number 1067628

---

# Accounts

---



**Friends of West Ashtead**

**Presented at the Annual General Meeting on October 17th 2022  
The Leg of Mutton and Cauliflower,  
Ashtead. KT21 1AZ  
TRUSTEES ANNUAL REPORT**

**For the period 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022**

**Aim (Object) of the Charity**

The aim of the Friends of West Ashtead (FOWA) is to advance the education of pupils at West Ashtead Primary School.

In planning the activities of the FOWA Charity for the year the Trustees and Committee kept in mind the Charity Commission's guidance on public benefit. The focus of the activities of the FOWA remains to fundraise to support the education experience of the pupils at the school, either through funding facilities, workshops or providing equipment.

Decisions on where the funds raised by FOWA are to be used are taken in consultation with the Head teacher and the committee. The FOWA committee is made up of parents and guardians who attend regular FOWA meetings. These meetings are open to all parents and guardians.

A fantastic contribution is made to the charity by a small group of very committed volunteer members. We are grateful for the many hours these volunteers have spent supporting the work of the FOWA in meeting its aim. This group includes the Class Reps and Committee Members and other Parents and guardians all of whom attend regular FOWA meetings.

**Trustees**

Chair	Jennifer Turner
Vice-Chair	Anna Owen
Treasurer	Lauren Johnson

All Trustees give their time voluntarily and do not receive any remuneration or other benefits.

The FOWA operates within the guidelines of the national confederation of Parent Teacher Associations of which it is a member (membership number 21274).

The FOWA has Public Liability and Personal Accident Insurance to cover its meetings, activities, Officers and Volunteers.

FOWA delivered a calendar of seasonal events and fundraising activities throughout 2021/22 with the aim of bringing families together, helping build a social community and to create wonderful school memories for the children of the school.

**Charity events run this year:-**

Firework Night  
Christmas Fair  
School Christmas Cards  
Christmas tree Sales  
Christmas Wreath workshop  
Reindeer Run  
Infant and Junior Disco  
Halloween Swap Shop  
Easter Trail  
Spring Raffle  
Summer Fair  
Smarties Challenge  
Parent Cake Sale  
Krispy Kreme Sale  
World Book Day - 2nd Hand Book Sale  
Pots of Love Sale  
Break the Rules Day  
Bags2School Collection  
2<sup>nd</sup> Hand Uniform Sale  
Junior Production refreshments  
Virtual Balloon Race

This year's fundraising enabled FOWA to purchase history and geography resources including props, artefacts and additional reference books to bring topics to life for the children in the classroom, enhancing their learning environment. FOWA also purchased 100 new headphones for children to use for Lexia reading and Doodle maths sessions, for those children requiring extra support in their studies. A new school branded gazebo was also purchased and was used to promote the school at Ashtead Village day, and used at the summer fair. We hope to use it for all future in-school events such as sports day, FOWA fundraising events and also to support more outdoor learning sessions in the summer.

FOWA has also continued to fund the school's online librarian system this year. As well as funding the cloud reading platform, a number of committee volunteers helped with the ongoing maintenance of the library itself throughout the year.

FOWA has also continued to subsidise the Year 6 leavers' celebrations and the Infants Christmas Party, as has been done in years past. A new addition to the children's school social calendar this year was a free End of Term Junior Disco fully funded by FOWA and supported by FOWA and parent volunteers.

The future fundraising goal is to continue to support school workshops which will benefit all class years, the library system and other additional online tools supporting learning outcomes for the children such as Purple Mash. In 2022/23 FOWA will start a new fundraising target for an outdoor play and development area for the children of West Ashtead. The project being worked up includes ideas such as a potting shed and greenhouse to grow vegetables, a mental health wild-flower garden and additional play area. This will be a legacy project which we hope children of the school will be able to enjoy for years to come.

A summary of the funds raised in 2021/22 is shown in the attached accounts, and an independent auditor will be appointed to examine the full set of annual accounts.

### **Serious Incidents**

Nil return of serious incidents.

### **FOWA Responsibilities as a Charity**

The charitable status of the FOWA confers certain responsibilities upon the charity and the Trustees. As a charity with an income of between £25,001-£500,000 FOWA are required to submit an Annual Return, comprising an Annual Report and reviewed annual accounts. Since April 2009 as a charity with an income above £25,000 per annum the FOWA are also now required to report on any Serious Incidents. There are no Serious Incidents to report from the past year.

### **Treasurer's Report**

The income raised less expenditure from this year's fundraising was £13,989.34.

We have spent £1,225.01 on a Gazebo, £2,211.64 on the school's Geography, History and RE wishlist, £2,223.06 on headphones and £660 on the library system. £3,508.02 was contributed to the Year 6 leavers events.

We have also contributed £204.42 to pay for the Infant Christmas party, £292.99 for the End of Term Junior Disco, £85.15 for Ice-lollies at sports day and a new PA system has been bought at a cost of £599 so that events like the Summer Fair can continue, going forward.

### **Appointment of Independent Examiner of Accounts**

We have appointed John Whittaker as Independent Examiner of Accounts for Year Ending August 2022.

### **Future Plans**

The focus for FOWA moving into the 2022/2023 school term is to review our fundraising strategy in light of the economic impact of the Cost of Living Crisis. We are aware that families of our school will be impacted with the increased costs and will align our style of fundraising activities to this. We will support families with pre-loved sales such as 2nd Hand Uniform, Winter Swarmer Swap Shop and a Christmas 2nd Hand Toy Sale. Ticketed fundraising events will be hosted out of school hours so that these are always optional, and to ensure non-participation does not cause any stigma. FOWA will continue to offer free tickets to paid events to all our Premium Pupil Children. We will also subsidise a number of free of charge fun activities to be held at the school for the children such as Discos, to continue to create long lasting fun memories of their school years.

To manage school funding requests and to support our budgeting, FOWA will be implementing a new funding request process with the school. This will launch in October 2022 under the guidance of our new Treasurer, James Balcombe.

We will continue to meet regularly with the Head and Bursar to make sure that our fundraising plans and support are aligned with the school needs.

### **Trustees Report**

As I look back on our first year as Chair, it feels very much like a year of two halves. Initially in the Autumn / Winter term as a committee, we navigated our way round the Covid restrictions and government guidance which still very much lingered over all our fundraising activities. We continued to focus on outdoor fundraisers, stocked up on anti-bacterial gel and moved to cashless events in the hope of reducing the spread of the virus while still increasing the joy and fun back into our school.

Bringing back our annual school fireworks event and witnessing the pure joy amongst 500 parents and children was a sight to see. Our Christmas Fair, headed up by the Year 6 committee on behalf of FOWA, had to move outdoors and attendees braved the cold and rain. Nonetheless the event was still a huge success hitting their annual fundraising target in only a few short hours.

The new year began a new start as we very slowly, over the months, began to return back to normality again. Fundraising efforts climaxed with the biggest event of the year - our Summer Fair - in the last week of the school year. Under a blasting heatwave the children and our families enjoyed a day of festivities - with music from 'Royale With Cheese', magic shows from Theo the Magician, Kiko Football Fun sessions, games hosted by Year 5 (getting ahead of their fundraising for their final year's leavers' celebrations), the school dads' epic BBQ, three inflatables and a mums, dads, juniors and infants tug-of-war to close the day! Not only did the event raise a considerable sum, but visitors also enjoyed a wonderful and memorable family day, with lots of positive feedback on the sense of community and fun.

New fundraising activities were launched to much success throughout the year. Including a Halloween Costume Swap Shop, the school Reindeer Dash (which will now be an annual event), and our Easter Trail throughout Ashtead village. Cake sales have been replaced with Krispy Kreme Sales which has proven a hit with the children and parents as we balance the demands made on busy families with fundraising.

With the ongoing conflict in the Ukraine, we also welcomed a number of new children from Ukraine to our school this year. FOWA and the parents of the school launched a Welcome Fund. Children were presented a starter pack on their first day of school, which included a rucksack, stationery and water bottle, plus a full set of brand new school uniform and PE kit - to ensure they got off to the best start in their new school.

As always, FOWA's success is down to parents who volunteer their time and energy to help create memorable, fun and profitable events for the pupils at the school. A big thank you to everyone who has supported FOWA this year, whether through fundraising, organisation, volunteering or simply by participating at FOWA organised events. We sit on our committee Zoom calls very proud and inspired to be surrounded by such committed and passionate men and women supporting our school and our children in their spare time.

As outgoing Treasurer, a huge thank you needs to be extended to Lauren Johnson who has navigated Anna and I through the back-end organisation of the charity and delivered huge support throughout her term.

Looking forward, Anna and I have been reviewing our fundraising approach to fit the current circumstances with the cost of living crisis biting. We aim to continue to raise funds for the school while tweaking the range of fundraising events and activities - to enable everyone to participate without pressure, and to support families and children of the school who may be impacted.

I am confident that with the passion and dedication of our FOWA Trustees and Committee members FOWA will achieve its charitable aim to enhance the pupils at West Ashtead Primary School's education, while continuing to build our very special community.

Chair of Trustees:

A handwritten signature in blue ink, appearing to read 'Jennifer Turner'. The signature is stylized with a large, circular flourish at the beginning and a trailing line extending to the left.

Jennifer Turner

## Summary of income for the year ended 31st August 2022

<b>NET PROFIT FROM EVENTS</b>	Net Income	Income	Expenses
Bags2school	£ 388.00	£ 388.00	-
Book Sale	£ 171.00	£ 171.00	-
Break the rules day	£ 357.30	£ 357.30	-
Cake sale/Halloween swap shop/mufti day	£ 563.24	£ 563.24	-
Easter raffle	£ 962.01	£ 1,242.00	-£ 279.99
Easter Trail	£ 32.00	£ 32.00	-
Fireworks night	£ 1,670.39	£ 5,685.31	-£ 4,014.92
Krispy Kreme Sales	£ 948.00	£ 1,998.25	-£ 1,050.25
Mufti Day	£ 219.35	£ 219.35	-
Pots of Love	£ 567.74	£ 917.00	-£ 349.26
Reindeer run	£ 40.43	£ 202.40	-£ 161.97
Second Hand Uniform Sale	£ 92.26	£ 92.26	-
Smarties	£ 555.24	£ 620.24	-£ 65.00
Summer fair - Estate agents)	£ 505.00	£ 505.00	-
Summer Fair	£ 2,403.73	£ 4,977.23	-£ 2,573.50
Summer Fair (Year 5 fundraising)	£ 570.20	£ 654.50	-£ 84.30
Terracycle	£ 355.00	£ 355.00	-
Ukraine Welcome Fund	-£ 29.86	£ 230.00	-£ 259.86
Virtual Balloon Race	£ 34.40	£ 70.40	-£ 36.00
Xmas cards	£ 260.00	£ 286.75	-£ 26.75
Xmas Trees	£ 903.10	£ 2,455.00	-£ 1,551.90
Xmas wreath	£ 309.59	£ 540.00	-£ 230.41
Year 6 Leavers	£ 278.03	£ 3,786.05	-£ 3,508.02
<b>MISC INCOME</b>			
Amazon Smile	£ 235.52	£ 235.52	-
Donation	£ 1,118.00	£ 1,118.00	-
Easy Fundraising	£ 242.70	£ 242.70	-
Junior Production Bar	£ 244.71	£ 284.91	-£ 40.20
School lottery	£ 1,228.80	£ 1,248.80	-£ 20.00
Petty Cash	£ 240.00	£ 240.00	-
	<b>£ 15,465.88</b>	<b>£ 29,718.21</b>	<b>-£ 14,252.33</b>
<b>MISC EXPENSES</b>			
Ashtead Village Day	-£ 31.66		-£ 31.66
Bank Charges	-£ 71.91		-£ 71.91
Key cutting cost	-£ 16.97		-£ 16.97
Petty Cash	-£ 740.00		-£ 740.00
Photo competition (June 2021)	-£ 17.00		-£ 17.00
PA system	-£ 599.00		-£ 599.00
	<b>-£ 1,476.54</b>		<b>-£ 1,476.54</b>
<b>INCOME LESS EXPENDITURE</b>	<b>£ 13,989.34</b>		
<b>FUNDING PAID OUT</b>			
Gazebo			-£ 1,225.01
Geog Re Hist Wishlist			-£ 1,723.28
Geography Wishlist			-£ 488.36
Headphones			-£ 2,223.06
Infant Xmas party			-£ 204.42
Parentkind Subscription			-£ 116.00
Reading Cloud Annual Subscription			-£ 660.00
Sports day (July 2021)			-£ 37.00
Sports Day (July 2022)			-£ 48.15
School disco			-£ 292.99
			<b>-£ 7,018.27</b>
<b>Pre-payments</b>			
Circus 2023 deposit			-£ 195.00
Fireworks 2022 deposit			-£ 625.00

**Balance Sheet as at 31st August 2022**

		<b>2021/22</b>	<b>2021/22</b>	<b>2020/21</b>	<b>2020/21</b>	<b>2019/20</b>	<b>2019/20</b>
Bank Accounts	Current A/C	£ 19,124.95		£ 12,928.88		£ 12,655.65	
	Deposit A/C	<u>£ 0.22</u>		<u>£ 0.22</u>		<u>£ 0.22</u>	
		£ 19,125.17		£ 12,929.10		£ 12,655.87	
<b>Current assets</b>							
Prepayments		£ 820.00		£ 550.00		£ 550.00	
Accrued Income		£ 505.00					
			£ 20,450.17		£ 13,479.10		£ 13,205.87
Funds B/F		£ 13,479.10		£ 13,205.87		£ 20,415.09	
Income Less Expenditure		£ 13,989.34		£ 7,298.08		£ 7,221.35	
Funding		£ 7,018.27		£ 7,024.85		£ 14,430.57	
			£ 20,450.17		£ 13,479.10		£ 13,205.87

## Independent examiner's report to the trustees of Friends of West Ashtead School

I report to the trustees on my examination of the accounts of the **Friends of West Ashtead School** (the Trust) for the year ended 31st August 2022.

### Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



John Whittaker BSc (Hons) ACA  
10 Taleworth Road  
Ashtead, Surrey. KT21 2PT

Date 30<sup>th</sup> May 2023



Jennifer Turner  
105 Stag Leys  
Ashtead, Surrey. KT21 2TL

Date 5th June 2023