



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 01/09/21

To: 31/08/22

Charity name: Friends at Balfour

Charity registration number: 1070234

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Friends at Balfour – commonly known as FAB, raise funds to enhance the educational experience of the pupils at Balfour Primary School
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Over the academic year of 2021/22, Friends at Balfour have raised funds from a range of events. We have been able to re-establish some of our in-person during this year for the first time since 2020.</p> <p>The primary activities used for fundraising during 2021/22 included summer and Christmas fairs, the FAB swimming school, and sale of Christmas Cards and tea-towels designed by the pupils.</p> <p>Funds raised are then spent via a donation to the school for agreed equipment and activities which enhance the educational experience for the children at the school.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>There are currently three roles in the committee: Chair, Secretary and Treasurer. These roles are re-elected annually at the AGM. Additionally two further trustees are in place provide some independence. As we are a "Friends Association", all parents, carers and staff are automatically members. Everyone's views, thoughts and ideas are always welcome.</p> <p>Friends at Balfour holds it's AGM in October each year, and also meet once a month at Balfour Primary School where everyone is welcome to attend. The Friends at Balfour committee are responsible for making decisions on how funds are spent, with guidance from staff at the school.</p> <p>Sub committees are set up to manage events, and trustees meet once a quarter to ensure governance is adhered to.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
	Para 1.38	

Policy on grant making		
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference							
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The committee raised over £17,000* during the year through the activities and events put on during the year.</p> <p>The committee was able to donate £10,700 to help fund new equipment, school trips and activities which further the children's education.</p> <p>Significant donations for 2021/22 academic year were:</p> <table><tr><td>OPAL outdoor play</td><td>£ 2,920</td></tr><tr><td>Library Refurbishment</td><td>£ 1,770</td></tr><tr><td>Year Group spends:</td><td>£ 5,800</td></tr></table> <p>The donation to the school relating to 2021/22 activities was paid over in 2022/23 Academic year. During 2021/22, a payment of £25,909 was paid in relation to 2020/21 activities.</p> <p><i>*£17,000 is the net amount raised in 2021/22, ignoring donations paid/due to the school but including other fundraising liabilities owed but not paid until 2022/23</i></p>	OPAL outdoor play	£ 2,920	Library Refurbishment	£ 1,770	Year Group spends:	£ 5,800
OPAL outdoor play	£ 2,920							
Library Refurbishment	£ 1,770							
Year Group spends:	£ 5,800							

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has unspent reserves of £27,300, of which £9,000 is committed to projects in 2022/23. Therefore unspent and un-committed reserves balance is £18,300. This includes a £5,000 buffer for unexpected expenditure.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A £5,000 buffer is maintained to allow for unexpected costs or loss of income. The level of this buffer is reviewed annually.
Amount of reserves held	Para 1.22	Total reserves of £27,300, which is made up of £5,000 buffer, £9,000 committed to projects in

		2022/23 and £13,300 able to donate to the school in future years.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	NCPTA Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Parent Teacher Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election by Committee

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Friends at Balfour
Other name the charity uses	FAB
Registered charity number	1070234
Charity's principal address	Balfour Primary School Balfour Road Brighton BN1 6NE

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	Dirk Fairclough	Chair		AGM
2	Louise Poole	Secretary		AGM
3	Haley Woollard	Treasurer		AGM
4	Beth Warner	n/a		AGM
5	Benoit Marle	n/a		AGM
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17				
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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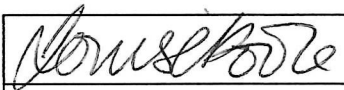

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	LOUISE POOLE	DIRK FAIRCLOUGH
Position (eg Secretary, Chair, etc)	SECRETARY	CHAIR
Date	4/7/2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Friends at Balfour

No (if any)
1070234

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/09/2021		31/08/2022

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					
Celebration Day	1,089	-	-	1,089	-
Christmas Book	387	-	-	387	675
Christmas Cards	6,453	-	-	6,453	7,043
Christmas Fair	9,649	-	-	9,649	-
Christmas Raffle	-	-	-	-	3,193
Community Fair	2,707	-	-	2,707	-
Corporate Donations	200	-	-	200	-
Donations	-	-	-	-	7,403
Easter Egg Hunt	1,632	-	-	1,632	-
Easy Fundraising	419	-	-	419	498
FAB 100 Club	3,097	-	-	3,097	2,935
Fireworks	-	-	-	-	-
Happy Circus	6,582	-	-	6,582	6,381
Last Years income	-	-	-	-	69
Other fundraising activity	1,594	-	-	1,594	-
Movie afternoon	-	-	-	-	-
Quiz Nights	2,221	-	-	2,221	-
Scavenger Hunts	828	-	-	828	616
Summer Fair	10,196	-	-	10,196	-
Summer Raffle	-	-	-	-	2,454
Swimming	13,673	-	-	13,673	-
Tea Towels	2,421	-	-	2,421	2,803
Virtual Balloon Races	-	-	-	-	552
Sub total (Gross income for AR)	63,147	-	-	63,147	34,621

A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total receipts	63,147	-	-	63,147	34,621
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A3 Payments					
Celebration Day	762	-	-	762	-
Christmas Book	394	-	-	394	265
Christmas Cards	4,541	-	-	4,541	4,788
Christmas Fair	3,433	-	-	3,433	-
Christmas Raffle	-	-	-	-	152
Community Fair	2,216	-	-	2,216	-
Donation to School	25,909	-	-	25,909	-
Easter Egg Hunt	608	-	-	608	-
FAB 100 Club	1,354	-	-	1,354	1,176
Happy Circus	534	-	-	534	3,971
Last Years expenditure	352	-	-	352	5,078
Miscellaneous Expenses	1,113	-	-	1,113	158
Movie afternoon	-	-	-	-	-
Other fundraising activity	83	-	-	83	-
Quiz Nights	1,268	-	-	1,268	-
Scavenger Hunts	69	-	-	69	53
Summer Fair	3,425	-	-	3,425	-
Summer Raffle	-	-	-	-	132
Swimming	14,279	-	-	14,279	-
Tea Towels	1,912	-	-	1,912	1,625
Sub total	62,250	-	-	62,250	17,399

A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total payments	62,250	-	-	62,250	17,399
Net of receipts/(payments)	897	0	0	897	17,223
A5 Transfers between funds	0	0	0	0	-
A6 Cash funds last year end	47,211	0	0	47,211	29,988
Cash funds this year end	48,108	0	0	48,108	47,211

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	<div> <div>Cash at bank</div> <div>Petty Cash</div> <div></div> <div>Total cash funds</div> <div>(agree balances with receipts and payments account(s))</div> </div>	<div> <div>47,867</div> <div>241</div> <div>-</div> <div>48,108</div> </div>	<div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> </div>	<div> <div>-</div> <div>-</div> <div>-</div> <div>-</div> </div>
	Details	OK Unrestricted to nearest £	OK Restricted to nearest £	OK Endowment to nearest £
B2 Other monetary assets	<div> <div>-</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>-</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>-</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>-</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>
B3 Investment assets	<div> <div>Details</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>Fund to which asset belongs</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>Cost (optional)</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>Current value (optional)</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>
B4 Assets retained for the charity's own use	<div> <div>Details</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>Fund to which asset belongs</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>Cost (optional)</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div>Current value (optional)</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>
B5 Liabilities	<div> <div>Details</div> <div>Christmas Fair</div> <div>Community Fair</div> <div>Donation to School</div> <div>Happy Circus</div> <div>Summer Fair</div> <div>Swimming</div> </div>	<div> <div>Fund to which liability relates</div> <div>Unrestricted</div> <div>Unrestricted</div> <div>Unrestricted</div> <div>Unrestricted</div> <div>Unrestricted</div> <div>Unrestricted</div> </div>	<div> <div>Amount due (optional)</div> <div>(415)</div> <div>(280)</div> <div>(10,712)</div> <div>(6,882)</div> <div>(789)</div> <div>(1,786)</div> </div>	<div> <div>When due (optional)</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

Louise Poole

LOUISE POOLE

27/6/23



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Report to the trustees/
members of

Charity Name
Friends at Balfour

On accounts for the year
ended

31 August 2022

Charity no
(if any) 1070234

Set out on pages

1-7.

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/02/2022.

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 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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:

Daniel Stickland

Date:

01/07/23

Name:

DANIEL STICKLAND

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

CIPFA.

Address:

12 BANGORIN AVENUE

BELGARD

BN1 8XG

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.

N/A.