



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 01/09/2022

To 31/08/2023

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 know 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 2022/23, Friends at Balfour have raised funds from a range of events.</p> <p>The primary activities used for fundraising during 2022/23 included summer and Christmas fair, the FAB swimming school, Happy Circus and sale of Christmas Cards and tea-towels designed by the pupils.</p> <p>Fund raised are then spent via donation to school for agreed equipment, trips and other 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 in "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 its 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	
Policy on grant making	Para 1.38	
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 £37,000* during the year through activities and events put on during the year.</p> <p>Significant donations for 2022/23 academic year were:</p> <table><tr><td>KS2 Adventure Trail</td><td>£8,680</td></tr><tr><td>KS1 Outdoor Equipment</td><td>£1,606</td></tr></table> <p>The donation to the school relating to 2022/23 activities was paid over in 2023/24 Academic year. During 2022/23, a payment of £17,250 was paid in relation to 2021/22 activities.</p> <p>*£37,000 is the net amount raised in 2022/23, ignoring donations paid/due to the school but including other fundraising liabilities owed but not paid until 2023/24.</p>	KS2 Adventure Trail	£8,680	KS1 Outdoor Equipment	£1,606
KS2 Adventure Trail	£8,680					
KS1 Outdoor Equipment	£1,606					

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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 £45,535, of which £8,008 is committed to projects in the 2023/24. Therefore unspent and un-committed reserves balance is £37,527. This includes a £5,000 buffer for unexpected expenditure.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The £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	The reserve of £45,535, which is made up of £5,000 buffer, £8,008 committed to projects in 2023/24 and £32,527 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	Alysha Luckin	Chair	12 March 2024	EGM
2	Louise Poole	Secretary		AGM
3	Marlena Jozwik	Treasurer	10 February 2023	EGM
4	Beth Warner	n/a		AGM
5	Beth Rutter	n/a	12 March 2024	EGM
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

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

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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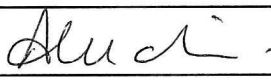
Other optional information

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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	ALYSHA LUCKIN
Position (eg Secretary, Chair, etc)	SECRETARY	CHAIRPERSON
Date	11/6/24	

Friend at Balfour			
Receipts and payments accounts			
For the period from	01/09/2022	To	31/08/2023

CC16a

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Quiz Nights	2,326	-	-	2,326	2,221
Christmas Cards	2,259	-	-	2,259	6,453
Christmas Fair	8,484	-	-	8,484	9,649
Community Day	844	-	-	844	2,707
Corporate Donations	-	-	-	-	200
Donations	175	-	-	175	-
Easter Egg Hunt	1,542	-	-	1,542	1,632
East Fundraising	461	-	-	461	419
Other fundraising activity	2,891	-	-	2,891	1,594
FAB 100 Club	2,725	-	-	2,725	3,097
Happy Circus	7,382	-	-	7,382	6,582
Spring Challenge	1,188	-	-	1,188	828
Summer Fair	7,845	-	-	7,845	10,196
Swimming	34,996	-	-	34,996	13,673
Tea Towels	2,618	-	-	2,618	2,421
Leaver Disco	1,148	-	-	1,148	-
Celebration Day	-	-	-	-	1,089
Christmas Book	-	-	-	-	387
	-	-	-	-	-
Sub total (Gross income for AR)	76,884	-	-	76,885	63,147
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	76,884	-	-	76,885	63,147
A3 Payments					
Quiz Nights	1,265	-	-	1,265	1,268
Christmas Cards	-	-	-	-	4,541
Christmas Fair	3,863	-	-	3,863	3,433
Community Day	317	-	-	317	2,216
Corporate Donations	-	-	-	-	-
Donations	-	-	-	-	-
Easter Egg Hunt	436	-	-	436	608
East Fundraising	-	-	-	-	-
Other fundraising activity	1,315	-	-	1,315	83
FAB 100 Club	1,259	-	-	1,259	1,354
Happy Circus	3,567	-	-	3,567	534
Spring Challenge	64	-	-	64	69
Summer Fair	3,124	-	-	3,124	3,425
Swimming	20,565	-	-	20,565	14,279
Tea Towels	1,980	-	-	1,980	1,912
Leaver Disco	452	-	-	452	-
Celebration Day	-	-	-	-	762
Christmas Book	-	-	-	-	394
Miscellaneous Expenses	1,815	-	-	1,815	1,113
Last Years Expenses	10,152	-	-	10,152	352
Donations to School	10,832	-	-	10,832	25,909
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	61,007	-	-	61,007	62,250
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	61,007	-	-	61,007	62,250
Net of receipts/(payments)	15,878	-	-	15,878	897
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	47,867	-	-	47,867	47,221
Cash funds this year end	63,744	-	-	63,744	48,108

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	Cash at bank	63,744	-	-
		-	-	-
		-	-	-
	Total cash funds	63,744	-	-

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				-
				-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Donations to School	Unrestricted	17,130	
	Swimming	Unrestricted	988	
	Happy Circus	Unrestricted	320	

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

Signature	Print Name	Date of approval
	LOUISE POOLE	11/6/24
	ALYSHA LUCKIN	11/6/24



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Friends at Balfour

On accounts for the year
ended

31 August 2023

Charity no
(if any)

1070234

Set out on pages

1-3

(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 31/08/2023.

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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Date:

30 / 05 / 2024

Name:

Haley Woollard

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

ACCA

Address:

17 Temple House

5 Fleet Street

Brighton, BN1 4HB

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

