



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/2024

To 31/08/2025

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 2024/25, Friends at Balfour have raised funds from a range of events.</p> <p>The primary activities used for fundraising during 2024/25 included Summer and Christmas fair, the FAB swimming school, Happy Circus, Quiz Night, Sponsored Spring Challenge, sale of Christmas Cards and tea-towels designed by the pupils, as well as parent donations.</p> <p>Funds 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 five roles in the committee: chair, vice chair, co-secretaries and treasurer. These roles are re-elected annually at the AGM. Additionally one further trustee was in place during the year to provide a strong link with the school and manage transition. 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 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>

		Sub committees are set up to manage events, and trustees meet once a quarter to ensure governance is adhered to.
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#### 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 £21,514* during the year through activities and events put on during the year. With a further £2,090 through parent donations towards girls football.</p> <p>The total of donations to the school relating to 2024/25 activities was £27,814, with £5,637 paid to the school in the 2024/25 Academic year, and £22,177 paid in 2025/26. Donations to the school exceeded funds raised, using surplus funds raised in prior years.</p> <p>Significant donations for 2024/25 academic year were:</p> <table><tr><td>KS2 Adventure Trail</td><td>£15,620</td></tr><tr><td>Yr 1 Outdoor space</td><td>£3,018</td></tr><tr><td>Outdoor Picnic Tables</td><td>£2,365</td></tr></table> <p>During 2024/25, a payment of £39,890 was paid in relation to 2023/24 activities.</p>	KS2 Adventure Trail	£15,620	Yr 1 Outdoor space	£3,018	Outdoor Picnic Tables	£2,365
KS2 Adventure Trail	£15,620							
Yr 1 Outdoor space	£3,018							
Outdoor Picnic Tables	£2,365							

		*£21,514 is the net amount raised in 2024/25, ignoring donations paid/due to the school but including other fundraising liabilities owed but not paid until 2024/25.

**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 £21,971, of which £3,545 is committed to projects in the 2025/26. Therefore unspent and un-committed reserves balance is £18,426. 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 £21,971, which is made up of £5,000 buffer, £3,545 committed to projects in 2025/26 and £13,426 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 to current	AGM
2	Sally Appleyard	Vice Chair	8 <sup>th</sup> October 2024 to current	AGM
3	Marlena Jozwik	Treasurer	10 February 2023 to 14 Oct 2025	AGM
4	Beth Warner	Co Secretary	8 October 2024 to 14 Oct 2025	AGM
5	Beth Rutter	n/a	12 March 2024 to current	AGM
6	Gemma Lucas-Kirkwood	Co Secretary	8 October 2024 to current	AGM
7	Amy Kennedy	Treasurer (current but not trustee in 2024/25)	14 October 2025 to current	AGM
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20				

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

Director name		





### 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)

*Alysha*

*Sally*

Full name(s)

ALYSHA LUCKIN

SALLY ARREYARD

Position (eg Secretary,  
Chair, etc)

CHAIR

VICE - CHAIR

Date

21/3/26

21/3/26

Charity Name	Receipts and Payments
Friend at Balfour	2024/25

## Receipts and payments accounts

For the period from	From 1st April	To	31st March
	9/1/2024		8/31/2025


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### 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 £
<b>A1 Receipts</b>					
Quiz Nights	1,390	-	-	1,390	1,227
Christmas Cards	1,278	-	-	1,278	1,032
Christmas Fair	9,595	-	-	9,595	9,213
Community Day	-	-	-	-	449
Corporate Donations	-	-	-	-	870
Donations	30	-	-	30	127
Easter Egg Hunt	1,700	-	-	1,700	1,276
Easy Fundraising	64	-	-	64	82
Other fundraising activity	506	-	-	506	403
FAB 100 Club	2,015	-	-	2,015	2,573
Happy Circus	7,359	-	-	7,359	-
Spring Challenge	1,982	-	-	1,982	1,111
Summer Fair	10,820	-	-	10,820	10,868
Swimming	32,839	-	-	32,839	30,968
Tea Towels	2,758	-	-	2,758	2,050
Leaver Disco	772	-	-	772	446
Y2 Disco	654	-	-	654	635
Girls Football Fundraising	2,090	-	-	2,090	230
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>75,853</b>	<b>-</b>	<b>-</b>	<b>75,853</b>	<b>63,560</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>75,853</b>	<b>-</b>	<b>-</b>	<b>75,853</b>	<b>63,560</b>
<b>A3 Payments</b>					
Quiz Nights	820	-	-	820	781
Christmas Cards	-	-	-	-	-
Christmas Fair	3,652	-	-	3,652	2,511
Community Day	-	-	-	-	-
Corporate Donations	-	-	-	-	-
Donations	-	-	-	-	-
Easter Egg Hunt	778	-	-	778	681
Easy Fundraising	-	-	-	-	-
Other fundraising activity	-	-	-	-	-
FAB 100 Club	768	-	-	768	1,178
Happy Circus	4,927	-	-	4,927	-
Spring Challenge	261	-	-	261	94
Summer Fair	4,649	-	-	4,649	4,073
Swimming	31,154	-	-	31,154	25,474
Tea Towels	1,972	-	-	1,972	1,822
Leaver Disco	445	-	-	445	435
Y2 Disco	240	-	-	240	381
Christmas Book	-	-	-	-	-
Miscellaneous Expenses	2,158	-	-	2,158	2,479
Last Years Expenses	505	-	-	505	1,308
Donations in School	45,664	-	-	45,664	17,325
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>97,992</b>	<b>-</b>	<b>-</b>	<b>97,992</b>	<b>58,542</b>

A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>		-	-		
<b>Total payments</b>	<b>97,992</b>		-	<b>97,992</b>	<b>58,542</b>
<b>Net of receipts/(payments)</b>	<b>22,140</b>	-	-	<b>22,140</b>	<b>5,019</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	<b>68,763</b>	-	-	<b>68,763</b>	<b>63,744</b>
<b>Cash funds this year end</b>	<b>46,623</b>	-	-	<b>46,623</b>	<b>68,763</b>

## 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 £
<b>B1 Cash funds</b>	<div>Cash at bank</div> <div></div> <div></div> <div><b>Total cash funds</b></div> <div>(Agree balances with receipts and payments account(s))</div>	<div>46,623</div> <div>-</div> <div>-</div> <div><b>46,623</b></div> <div>OK</div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>OK</div>	<div>-</div> <div>-</div> <div>-</div> <div>-</div> <div>OK</div>
<b>B2 Other monetary assets</b>	<div>Details</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>
<b>B3 Investment assets</b>	<div>Details</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>Cost (optional)</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>
<b>B4 Assets retained for the charity's own use</b>	<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>-</div>
<b>B5 Liabilities</b>	<div>Details</div> <div>Donations to School</div> <div>Summer Fair</div> <div>Girls Football Fundraising</div> <div></div> <div></div>	<div>Fund to which liability relates</div> <div>Unrestricted</div> <div>Unrestricted</div> <div>Unrestricted</div> <div></div> <div></div>	<div>Amount due (optional)</div> <div>22,177</div> <div>885</div> <div>2,090</div> <div></div> <div></div>	<div>When due (optional)</div> <div></div> <div></div> <div></div> <div></div> <div></div>
Signed by one or two trustees on behalf of all the trustees	<div>Signature</div> <div></div> <div></div>	<div>Print Name</div> <div>ALYSHA LUCKIN</div> <div></div>	<div>Date of approval</div> <div>21/3/26</div> <div></div>	





Section A

Independent Examiner's Report

Report to the trustees/ members of	Friends at Balfour		
On accounts for the year ended	31 <sup>st</sup> August 2025	Charity no (if any)	1070234
Set out on pages	1 - 2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/ 08/2025**.

**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:

18/03/2026

Name:

Joseph Wright

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

ACA – ICAEW

Membership No. 4256943

**Address:**

24 St Helens Road

Brighton

BN2 3EE

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.