



# Trustees' Annual Report for the period

Period start date

01 09 2024

Period end date

31 08 2025

From

To

## Section A

### Reference and administration details

Charity name

FRIENDS OF GREEN LANE SCHOOL

Other names charity is known by

THE FRIENDS, GREENLANE FRIENDS

Registered charity number (if any)

1075131

Charity's principal address

GREEN LANE PRIMARY AND NURSERY SCHOOL

GREEN LANE

WORCESTER PARK

Postcode

KT4 8AS

### 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	AMY BOLTON	CHAIR	APPOINTED 12-06-2025	AT 2025 AGM
2	CLARE WILLIS	VICE-CHAIR	APPOINTED 12-06-2025	AT 2025 AGM
3	MICHAEL FOX	TREASURER	APPOINTED 16-06-2023	AT 2023 AGM
4				
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6				
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12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year



## 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION (PARENTKIND MODEL TEMPLATE FEB 2018)
How the charity is constituted (eg. trust, association, company)	TRUST (UNICORPORATED ASSOCIATION OF PARENTS, CARERS AND TEACHERS OF CHILDREN AT THE SCHOOL)
Trustee selection methods (eg. appointed by, elected by)	ELECTED FROM MEMBERSHIP AT AGM

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Friends is comprised of parents, guardians/carers and teachers of children at the school, as well as other staff and volunteers.

The charity is governed by a minimum of two trustees (as per the constitution) but may have as many as is deemed necessary. The charity during 2024/25 had 3 trustees appointed at the June 2023.

At the AGM on 12<sup>th</sup> June 2025 Lyndsey Evans formally stood down as Chair of the PTA and Amy Bolton was elected Chair, Clair Willis was also elected as Vice Chair at the same meeting.

All trustees give their time voluntarily and receive no remuneration or benefits but may claim reasonable expenses incurred in discharging their duties as trustees.

The Trustees work closely with the Senior Leadership Team at the school to achieve the aims and purposes (objectives) of the charity.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To advance the education of pupils in the school in particular by:

1. Developing effective relationships between the staff, parents and others associated with the school; and
2. Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

We have given careful consideration to the Charity Commission's guidance on public benefit to ensure that the activities and events held during the year have helped achieve the charity's objectives and provide a benefit to the beneficiaries.

The main activities of the Friends are fundraising in line with our objectives and sponsorship of various school initiatives and resources for the benefit of the children attending the school.

Our fundraising has included key events and fundraising sales as well as additional donations and match funding contributions.

Fundraising events were also held to encourage social cohesion and parent engagement.

Fundraising and events run included:

- Discos
- Fireworks night
- Christmas events – gift shop, tree sales, cards
- Pizza nights in (take away kits)
- Loose Change Collection
- Non-Uniform days
- Cake sales
- Summer Fair

#### **Additional details of objectives and activities (Optional information)**

We are grateful for the continued, invaluable contributions of all volunteers at our events. Without these volunteers we would not be able to run events to achieve our fundraising targets to enrich the children's education and experience and to develop effective relationships with the broader school community.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



**Summary of the main achievements of the charity during the year**

**FUNDS RAISED WERE SPENT ON:**

- Subsidising school trips
- New Lockers for KS2 children
- Christmas craft and decorations
- Stationary for all KS2 children
- Resources for teachers
- Yr6 Leavers activities
- Class Pets

While the PTA continued to raise funds for the proposed development of a MUGA (Multi Use Gaming Arena) we were informed during the summer of 2025 that the school has decided not to pursue this development. We will work closely with the school leadership regarding appropriate alternative uses of the funds that were raised for this purpose.



## Section E Financial review

### Brief statement of the charity's policy on reserves

The funds balance at the end of this financial year was £42,706, compared to the previous year £31,157. These funds are un-restricted but are retained due to an agreement with school senior leadership to support the proposed MUGA. The charity had pledged £35,000 towards this improvement; however we understand this is no longer being pursued by the school, otherwise all surplus funds were spent in year towards the charity objectives.

The charity also aims to maintain sufficient cash funds from year to year to fund the costs of upcoming events in advance of income being received such as during autumn term for the disco, fireworks and Christmas events e.g. vendor deposits or other upfront costs.

### Details of any funds materially in deficit

N/A We have no funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity's main source of funding is through fundraising events, donations and matched funding.

The subsequent expenditure has been solely used with the objective to enhance the school's learning environment and provide much needed additional funding to the school.

The charity saved significant funds towards the development of a MUGA, these funds continue to be held a low-risk savings account with the Natwest bank to earn interest on these reserves.

## Section F Other optional information

## Section G Declaration

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



Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
Amy Bolton	Michael Fox
Chair	Treasurer

15/1/2026



Friends of Green Lane School

1075131

## Receipts and payments accounts

CC16a

For the period  
from

01/09/2023

To

30/08/2023

### 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>					
EVENT FUNDRAISING	34,410	-	-	34,410	48,168
OTHER FUNDRAISING	2,919	-	-	2,919	2,460
MATCH FUNDING	100	-	-	100	1,479
INTEREST ON DEPOSIT ACCOUNT	1,198	-	-	1,198	361
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	38,627	-	-	38,627	50,468
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	38,627	-	-	38,627	50,468
<b>A3 Payments</b>					
COST OF FUNDRAISING EVENTS	14,791	-	-	14,791	27,813
OPERATING COSTS (INC SUBSCRIPTIONS)	827	-	-	827	619
GREEN LANE SCHOOL RESOURCES	9,283	-	-	9,283	15,815
CHARITY IMPROVEMENTS	2,177	-	-	2,177	5,453
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	27,078	-	-	27,078	49,700
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	27,078	-	-	27,078	49,700
<b>Net of receipts/(payments)</b>	11,549	-	-	11,549	768
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	31,157	-	-	31,157	30,389
<b>Cash funds this year end</b>	42,706	-	-	42,706	31,157



## Section B Statement of assets and liabilities at the end of the period

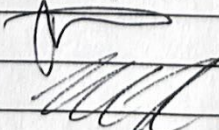
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	NATWEST CURRENT ACCOUNT	647	-	-
	NATWEST RESERVE ACCOUNT	42,059	-	-
		-	-	-
	<b>Total cash funds</b>	<b>42,706</b>	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval



Amy Bolton  
Michael Fox

13/11/26  
7/1/2026



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

FRIENDS OF GREEN LANE SCHOOL

**On accounts for the year  
ended**

31/08/2025

**Charity no  
(if any)**

1075131

**Set out on pages**

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 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.

**Signed:**

**Date:**

07/10/2025

**Name:**

Tracey Preece

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

ACMA, CGMA – Chartered Institute of Management Accountants (CIMA)

**Address:**

53 Seventh Avenue

York

YO31 0UQ



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.**