

Friends of St Mary's & St Peter's School

Charity Commission Annual Report 2022 - 2023

Charity Number: 1077471

Address: SMSP Primary School, Somerset Road, Teddington, Middlesex, TW11 8RX

Trustee: Benjamin Ayliffe

Our Aim:

The object of the Charity is to develop effective relationships between the Staff, Parents and others associated with the school in order to raise funds to provide facilities, equipment and resources that support the School and advance the education and experiences of the pupils. Every year we organise a Christmas Fair and a Summer Fair, plus a host of other events and fundraising activities, such as quiz nights and cake sales.

Our Structure:

The [Friends](#) is run by a committee, made up of the following members:

- *Chair:* Ben Ayliffe
- *Secretary:* Louise Ward
- *Co-Treasurer:* Claire Cretella
- *Co-Treasurer:* Sarah Hoskins

The Friends Committee meets once a term, with an AGM held annually in the autumn term. Committee members are elected by parents and carers to serve for a year at the AGM. The Friends host an in-person and virtual meeting one evening every term. The standing agenda for our meetings includes updates on the progress of fundraising events, a finance review, news from the, discussions on how the Friends can best spend the money we raise, and space to explore new ideas to raise money and bring the school community closer together. All parents and carers from the school automatically become members of the Friends and are welcome to attend all of our meetings.

Annual Objectives:

- *Creating a community in which parents can meet and get to know each other.*
- *Supporting the school by raising funds to enhance, enrich and improve the learning experiences for its children.*
- *Host a number of fundraising events over the school year, including the Christmas and Summer Fairs, Quiz Nights and School Discos.*
- *Holding space for coordination and collaboration across class reps, who are responsible for organising key fundraising events like fairs.*
- *Liaising with SMSP School leadership to provide a bridge and contact point between parents, carers and the school itself.*

Our Achievements:

Friends Events 2023–2024

Last updated: 19/07/2023

Signed off by Mrs Swain and Mrs Bateman: July 2023

Date	Event	Owned by
Cake Sale	15/09/2023	year 5
Friends AGM	21/09/2023	Friends Committee
Cake Sale	29/09/2023	year 1
Cake Sale	06/10/2023	year 6
Cake sale	13/10/2023	reception
Movie club	03/11/2023	year 4, 3.30pm–4.45pm
Friends Meeting	08/11/2023	Friends Committee
Cake Sale	17/11/2023	year 3
Christmas Fair (11am–3pm)	02/12/2023	Year 2 and Year 5
Cake Sale	08/12/2023	preschool
Friends Meeting	17/01/2024	Friends Committee
Cake Sale	19/01/2024	year 2
School of DJ	02/02/2024	Off Site, Owned by DJs with assistance from events committee for ticketing and communications
Cake Sale	09/02/2024	year 6
Movie club	01/03/2024	year 3, 3.30pm–4.45pm
Friends Meeting	06/03/2024	Friends Committee
Bingo (KS1 and KS2, not reception)	15/03/2024	Year 4
Cake Sale preschool	22/03/24	preschool
Cake Sale	19/04/2024	year 2
London Mini Marathon	20/04/2024	Tam Gipson
Quiz Night	26/04/2024	Year 6
Friends Meeting	09/05/2024	Friends Committee
Cake Sale	10/05/2024	year 5
SATS disco	17/05/2024	Year 1
Cake Sale	07/06/2024	reception
Friends Meeting	12/06/2024	Friends Committee
SMSP Get Active	15/06/2024	Su Harper-Clark
Cake Sale	21/06/2024	year 1
Summer Fair	29/06/2024	Reception and Year 3
Cake Sale	12/07/2024	year 4

Friends Committee

July 2023

Financial Statement:

Treasurer's Report - End August 2023

Income	To 12/6/23 Actual	FY 2022/23 Forecast	Expenditure	To 12/6/23 Actual	FY 2022/23 Forecast
Events	£	£	Donations	£	£
Christmas Trees	1,752	1,400	Curriculum Resources	-6,010	-6,000
Christmas Fair	14,214	10,000	Library Books/Book Corners	-3,324	-3,000
School of DJ	4,706	5,000	Christmas Celebrations (Panto)	-800	-500
Quiz Night	3,280	2,500	Pre-School		-500
Bingo	373	400	Curriculum Week 'Around the World'	-4,004	-3,000
Summer Fair	15,716	11,000	Subscriptions	-10,411	-10,000
Race Night	2,118	1,500	Yr6 Leavers Party	-2,100	-1,500
SATS Disco	735	400	Reception Parents Evening	-74	-100
SMSP Get Active Event	-60		IT Equipment	-5,000	-5,000
SMSP Get Active JustGiving donations *	621	1,000	Dance Teacher	-9,000	-9,000
St James Fireworks	369		Y2/Y3 reading books	-2,614	-3,000
Mini Marathon	500		Benches for playgrounds	-2,259	-2,000
	44,323	33,200	Sports Equipment	-225	-500
Other Income and expenses			Laminating Machine	-169	-100
Partnership Schemes	325	50	Year 4 Music Tuition	-3,000	-3,000
Uniform Sales	-404	1,000	Hardship Fund	-3,000	-3,000
Christmas Cards	1,909	1,500		-51,990	-50,200
Lottery	2,897	3,700			
Donations	1,630		Additional donations agreed in March and April meetings		
Tea Towels		1,100	Sports Kits		-1,000
GetActive medals (preurchased for next year)	-626		Classroom resources	-2,071	-3,000
	5,732	7,350	curriculum week extra / refill		-1,000
Total Income for period	50,055	40,550	30 Chromebooks	-11,005	-11,000
			Anti Bullying Workshop (November)	-1,150	-1,150
Cash Position	£		EYFS Outdoor Area	-1,196	-1,000
Opening Cash at 01/09/22	51,537			-15,422	-18,150
Closing Cash at 31/08/23	34,180		Total Expenditure for period	-67,412	-68,350
			Net movement for period	-17,357	-27,800

* Get Active also collected donations of £620.62 for Skylarks charity

Treasurer's Report - End August 2023

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Donations for the Y6 leavers party

15 ipads and cases, 30 chromebooks and Licence

Football goals

Delta to £46,200 in Nov = Hardship fund £3000, and double of benches to £2000

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Friends of SMSP
Summer Fair FY19

Class	Stall	Summer Fair 2019 Results			Summer Fair 2018 Results		
		Takings	Expenses	Net Profit	Takings	Expenses	Net Profit
Pre-School Am	Hook A Duck	#REF!	(41.61)	#REF!	225.00	0.00	225.00
Pre-School Pm	Lucky Lollipops	#REF!	(10.00)	#REF!	237.98	0.00	237.98
Bay	Coconut Shy	#REF!	(72.00)	#REF!	-	(14.68)	(14.68)
Elm	Teddy Bear Tombola	#REF!	-	#REF!	118.00	0.00	118.00
Oak	Pop up Arcade	#REF!	(280.00)	#REF!	385.45	(155.25)	230.20
Oak	Books	#REF!	-	#REF!	142.00	(113.12)	28.88
Beech	Arts & Crafts	#REF!	(40.95)	#REF!	67.00	(42.60)	24.40
Cedar	Tin Can Alley	#REF!	-	#REF!	-	-	0.00
Maple	Face Painting/Tattoos/Nails	#REF!	(107.74)	#REF!	309.61	(33.13)	276.48
Hawthorn/Mulberry	Café	#REF!	(141.08)	#REF!	1,132.47	(316.94)	815.53
Sycamore	Photobooth	#REF!	(325.00)	#REF!	272.00	(612.00)	(340.00)
Year 3F	Dragon Drama	#REF!	-	#REF!	143.00	(7.75)	135.25
Year 3O/C	Human Fruit Machine	#REF!	-	#REF!	83.50	-	83.50
3W	Golden Ticket	#REF!	(34.04)	#REF!	520.00	-	520.00
4HN/4P	Bar/Pimms Bar	#REF!	#REF!	#REF!	1,510.84	(726.12)	784.72
4T	Sweet Tombola	#REF!	-	#REF!	862.80	0.00	862.80
5C	BBQ	#REF!	(451.99)	#REF!	1,569.79	(468.61)	1,101.18
5H	Bottle Tombola	#REF!	-	#REF!	701.55	(11.97)	689.58
6D	Raffle	#REF!	-	#REF!	1,690.80	0.00	1,690.80
6D	Gate	#REF!	(5.50)	#REF!	577.05	0.00	577.05
3W	Ultimate Lemon	#REF!	-	#REF!	-	-	-
6I	Crafty Tales	#REF!	-	#REF!	28.00	-	28.00
6R	Bouncy Castle	#REF!	(295.50)	#REF!	171.35	(155.25)	16.10
SMSP Dads	Beat the Goalie	#REF!	(29.14)	#REF!	150.52	(63.65)	86.87
Koosa	Go Karts	#REF!	-	#REF!	152.00	(145.00)	7.00
Sarah Powell	Teddington Rugby	#REF!	-	#REF!	51.50	0.00	51.50
	Contingency	-	-	-	-	-	-
TOTAL		#REF!	#REF!	#REF!	11,102.20	(2,866.07)	8,236.13

STALL HOLDERS	365.00	-	365.00	355.00	-	355.00
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GENERAL	Gifts/ Book tokens	15.00	(15.00)	-	-	(49.50)	(49.50)
	First Aid	-	(80.00)	(80.00)	-	(50.00)	(50.00)
	Ticket Tailor subscription	-	(37.92)	(37.92)	-	-	-
	Refuse collection/ Cleaners	-	(67.00)	(67.00)	-	(100.00)	(100.00)
	Radio Jackie	-	(549.99)	(549.99)	-	-	-
	Other expenses	-	(61.49)	(61.49)	-	(28.99)	(28.99)
TOTAL NET PROFIT - EXCLUDING SPONSORSHIP		#REF!	#REF!	#REF!	11,457.20	(3,094.56)	8,362.64

SPONSORSHIP	Programme	Err:504	(355.00)	Err:504	1748.00	(310.00)	1,438.00	SF2018 costs and revenue netted
	Loft Room Sponsorship	225.00	-	225.00	0.00	0.00	-	
	Raffle Tickets/Prizes	200.00	(175.00)	25.00	380.00	(70.00)	310.00	SF2018 costs and revenue netted
	Estate Agent boards	300.00	-	300.00	700.00	0.00	700.00	
	Banners	-	-	-	240.00	0.00	240.00	
	Donations - Dorans Wine	-	-	-	150.00	0.00	150.00	
	Match Funding	-	-	-	350.00	0.00	350.00	
		Err:504	(530.00)	Err:504	3,568.00	(380.00)	3,188	

TOTAL NET PROFIT- INCLUDING SPONSORSHIP	#REF!	#REF!	#REF!	15,025.20	(3,474.56)	11,550.64
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Analysis of izettle sales	Net Sales	% of Total Sales
	£	£
BBQ	107.93	#REF!
Bar	171.09	#REF!
	279.02	

Summer Fair FY19 Sponsorship	Company	Invoiced	Paid	Comments
		£	£	
Programme	Neatsmith	150.00	Err:504	
	The Loft Room	125.00	Err:504	
	Roll n Bowl	125.00	Err:504	
	Morrison's Solicitors	125.00	Err:504	
	Halliford School	125.00	Err:504	
	Sidra	125.00	Err:504	
	20 The Barons	60.00	Err:504	
	Athlete Mannies	60.00	Err:504	
	Harlequin Amateurs Rugby Club	45.00	Err:504	
	England Sports Group	125.00	Err:504	
	Jacksons Garage	60.00	Err:504	
	Kumon	60.00	Err:504	
	Plan B	40.00	Err:504	
	Teddington Carpet Centre	60.00	Err:504	
	Springboard Swimmers	125.00	Err:504	
	TDS	125.00	Err:504	
	Stone Rowe Brewer Solicitors	125.00	Err:504	
	Teddington Rugby Club	125.00	Err:504	
	Waldegrave Clinic	45.00	Err:504	
	Teddington Methodist Church playgroup	45.00	Err:504	
	Teddington Lawn Tennis Club	125.00	Err:504	
	Monkey Music	60.00	Err:504	
	Hampton School	125.00	Err:504	
	The Tree Company	60.00	Err:504	
	SIMMSports (St Mary's uni)	60.00	Err:504	
	Parsonage & Co solrs	125.00	Err:504	
	Stagecoach	60.00	Err:504	
	Sims Opticians	60.00	Err:504	
	Hampton Hill Theatre (Mary Greco)	60.00	Err:504	
	Bruce's Doggy Day Care	125.00	Err:504	
	Kate Feather	150.00	Err:504	
		2,885.00	Err:504	
Plus Payments Confirmed as Coming			250.00	
			Err:504	

Stall holders	Company	Invoiced	Paid
		£	£
	Fun toys & gadgets	50.00	50.00
	Libby's Flowers	15.00	15.00
	Viv's kitchen	30.00	30.00
	Emma's braid bar	10.00	10.00
	Little Ragsmith	30.00	30.00
	Kumon	30.00	30.00
	Abbey gift cards	10.00	10.00
	Doran Wines	30.00	30.00
	Collis-Sweet Stall	160.00	160.00
		365.00	365.00



Claire Cretella <claire.henzell@gmail.com>

Fwd: SMSP Friends Accounts Audit info 2022-23

Claire and Sarah Co-Treasurer <smspfriendstreasurer@hotmail.com>
To: Claire Henzell <claire.henzell@gmail.com>

Tue, Jun 11, 2024 at 11:4

Sent from my iPhone

Begin forwarded message:

From: Richard Hatch <richard_hatch1@hotmail.com>
Date: 20 March 2024 at 22:02:30 GMT
Subject: Re: SMSP Friends Accounts Audit info 2022-23

Hi Claire, Sarah and Jane

I have reviewed the spreadsheets provided to me by Jane and checked it against the supporting documents, banks statements and receipts and can confirm there are no material issues with the Friends Accounts for the Year Ending 31 August 2023.

Please don't hesitate to get in touch should you have any questions.

Best

Richard

From: Claire and Sarah Co-Treasurer <smspfriendstreasurer@hotmail.com>
Sent: 27 February 2024 20:13
To: Richard Hatch <richard_hatch1@hotmail.com>
Cc: jlbarrett8711@hotmail.com <jlbarrett8711@hotmail.com>
Subject: Re: SMSP Friends Accounts Audit info 2022-23

Hi All,

If 8.30pm still works please use the link below:

<https://us05web.zoom.us/j/84173505887?pwd=2ax5ACMb5nRB6pfHWDrb5vivjkQcrS.1>

Thanks
Claire

From: Richard Hatch <richard_hatch1@hotmail.com>
Sent: 27 February 2024 18:32
To: Claire and Sarah Co-Treasurer <smspfriendstreasurer@hotmail.com>
Cc: jlbarrett8711@hotmail.com <jlbarrett8711@hotmail.com>
Subject: Re: SMSP Friends Accounts Audit info 2022-23

Hi Sarah

I'll be putting my kids to bed so can do 8:30 if that works for you.

Best

Richard