



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	08	2020		31	07	2021

## Section A

## Reference and administration details

Charity name Friends of West Leigh Schools

Other names charity is known by

Registered charity number (if any) 1079449

Charity's principal address West Leigh Junior and Infant School

Ronald Hill Grove

Leigh on Sea, Essex

Postcode

SS9 2JB

### 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	Natasha Hampton-Street	Chair		
2	Rickie Smith	Treasurer	Resigned 23/05/2022	
3	Michelle Rice	Treasurer	Appointed 23/05/2022	
4	Jo French	Secretary	Resigned 28/09/2020	
5	Rachel Borkett	Secretary	Appointed 28/09/2020	
6	Julia Creasey		Resigned 27/09/2021	
7	Eloise Wale		Appointed 27/09/2021	
8	Cheryle Woolf	Junior head teacher		
9				
10				
11				
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)

Trust deed

How the charity is constituted  
(eg. trust, association, company)

Association

Trustee selection methods  
(eg. appointed by, elected by)

Selected to give the committee a broad base of knowledge and expertise. Parents of children at the school are encouraged to assist the committee and are welcome to put themselves forward to join.

### 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.

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## Section C Objectives and activities

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

To provide support and to raise funds for both West Leigh Infant and West Leigh Junior Schools.

**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)**

The association has been able to continue to expand its support to both schools.

It is in constant communication with the two schools to assess their needs for future financial assistance, including specific long-term projects.

The Trustees, in accordance with the Charities Act 2011, have given due regard to the guidance issued by the Charity Commission on public benefit.

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

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

During the year the Association raised £35,327 and expended £26,893, of which £958 was paid to the Schools.

## Section E

## Financial review

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

The Association aims to keep available free reserves enough to finance events, support both schools where funds are not available from other sources, and to assist the schools in the event of unforeseen circumstances.

**Details of any 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.

## 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)

NATHAN HAMPTON - STREET

Position (eg Secretary, Chair, etc)

CHAIR

Date

4/7/22





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Friends of West Leigh Schools

No (If any)  
1079440

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/08/2020		31/07/2021

### 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>					
Adventure Island Wristbands	14,290	-	-	14,290	3,314
Christmas Fayre	4,917	-	-	4,917	9,194
Monther's Day	1,408	-	-	1,408	1,879
Father's Day	2,090	-	-	2,090	578
Easy Fundraising	244	-	-	244	209
Year 2 Leavers T-Shirts	912	-	-	912	542
Hats	345	-	-	345	1,415
Art Project	2,983	-	-	2,983	447
Uniform Shop	495	-	-	495	521
Parking Pals	55	-	-	55	215
Swim Bags	610	-	-	610	-
Winter Wonderland	1,960	-	-	1,960	-
Bags to School Donations	696	-	-	696	-
Easter Trail	280	-	-	280	-
Halloween	619	-	-	619	-
Charities Trust	250	-	-	250	-
Bobble Hats	190	-	-	190	-
Mugs/Cups	411	-	-	411	-
Scarecrow	30	-	-	30	-
500 Club	2,479	-	-	2,479	2,581
Other	63	-	-	63	645
Yr 4 Disco	-	-	-	-	499
Yr 5 Disco	-	-	-	-	467
FOWLS T-Shirts	-	-	-	-	300
Sea Life Centre	-	-	-	-	750
<b>Sub total (Gross income for AR)</b>	<b>35,327</b>	<b>-</b>	<b>-</b>	<b>35,327</b>	<b>23,556</b>

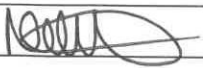
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>35,327</b>	<b>-</b>	<b>-</b>	<b>35,327</b>	<b>23,556</b>

### A3 Payments

Adventure Island Wristbands	13,280	-	-	13,280	2,984
Christmas Fayre	3,072	-	-	3,072	3,751
Monther's Day	793	-	-	793	1,810
Father's Day	1,499	-	-	1,499	757
Year 2 Leavers T-Shirts	689	-	-	689	279
Hats	278	-	-	278	695
Art Project	2,571	-	-	2,571	-
Swim Bags	427	-	-	427	-
Winter Wonderland	1,500	-	-	1,500	-
Halloween	365	-	-	365	-
Mugs/Cups	335	-	-	335	-
500 Club	952	-	-	952	1,000
PTA Membership	123	-	-	123	122
Council Licence	21	-	-	21	21
Miscellaneous	30	-	-	30	20
Yr 4 Disco	-	-	-	-	100
FOWLS T-Shirts	-	-	-	-	162
Sea Life Centre	-	-	-	-	650
Items Provided for Schools	958	-	-	958	7,300
<b>Sub total</b>	<b>26,893</b>	<b>-</b>	<b>-</b>	<b>26,893</b>	<b>19,651</b>

<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	<b>26,893</b>	-	-	<b>26,893</b>	<b>19,651</b>
<b>Net of receipts/(payments)</b>	<b>8,434</b>	-	-	<b>8,434</b>	<b>3,905</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>18,588</b>	-	-	<b>18,588</b>	<b>14,683</b>
<b>Cash funds this year end</b>	<b>27,022</b>	-	-	<b>27,022</b>	<b>18,588</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>	Bank Account	15,378	-	-
	500 Club Account	9,644	-	-
		-	-	-
	<b>Total cash funds</b>	<b>25,022</b>	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Stock (Adv Isl Tickets)	1,250	-	-
	Stock (Hat, etc)	750	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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
			N HAMPTON-STREET	4/7/22



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Friends of West Leigh Schools

On accounts for the year  
ended

31/07/2021

Charity no  
(if any)

1079449

Set out on pages

1-2

(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 DD / MM / YYYY.

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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:

Date:

06/07/2022

Name:

Carly Spencer

Relevant professional  
qualification(s) or body

F.C.C.A.

(if any):

**Address:**

Section B	Disclosure
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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.