



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day 01	Month 08	Year 2021	<b>To</b>	Day 31	Month 07	Year 2022

## 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	Michelle Rice	Treasurer		
3	Rachel Borkett	Secretary		
4	Eloise Wale	Vice-Chair		
5				
6				
7				
8				
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 £51,424 and expended £43,635, of which £13,258 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)

NATASHA HAMPTON-STREET

Position (eg Secretary, Chair, etc)

CHAIR

Date

16-11-22





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Friends of West Leigh Schools

No (if any)  
1079449

CC16a

## Receipts and payments accounts

For the period from	Period start date 01/08/2021	To	Period end date 31/07/2022
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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>					
Adventure Island Wristbands	13,795	-	-	13,795	14,290
Christmas Fayre	6,828	-	-	6,828	4,917
Mother's Day	2,767	-	-	2,767	1,408
Father's Day	2,784	-	-	2,784	2,090
Easy Fundraising	307	-	-	307	244
Year 2 Leavers T-Shirts	958	-	-	958	912
Hats	428	-	-	428	345
Art Project	3,030	-	-	3,030	2,983
Uniform Shop	575	-	-	575	495
Bags to School Donations	455	-	-	455	696
Easter Box	556	-	-	556	280
Halloween	122	-	-	122	619
Mugs/Cups	1,299	-	-	1,299	411
Online Market	65	-	-	65	-
Stikins	42	-	-	42	-
Summer Fayre	12,693	-	-	12,693	-
Year 3 Disco	593	-	-	593	-
Year 4 Disco	543	-	-	543	-
Year 5 Disco	598	-	-	598	-
500 Club	2,642	-	-	2,642	2,479
Other	344	-	-	344	63
Parking Pals	-	-	-	-	55
Swim Bags	-	-	-	-	610
Winter Wonderland	-	-	-	-	1,960
Charities Trust	-	-	-	-	250
Bobble Hats	-	-	-	-	190
Scarecrow	-	-	-	-	30
<b>Sub total (Gross income for AR)</b>	<b>51,424</b>	<b>-</b>	<b>-</b>	<b>51,424</b>	<b>35,327</b>

### A2 Asset and investment sales, (see table).

	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total receipts</b>	<b>51,424</b>	<b>-</b>	<b>-</b>	<b>51,424</b>	<b>35,327</b>
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### A3 Payments

Adventure Island Wristbands	10,942	-	-	10,942	13,280
Christmas Fayre	4,663	-	-	4,663	3,072
Mother's Day	1,851	-	-	1,851	793
Father's Day	1,719	-	-	1,719	1,499
Year 2 Leavers T-Shirts	761	-	-	761	689
Hats	696	-	-	696	278
Art Project	2,584	-	-	2,584	2,571
Uniform Shop	1	-	-	1	-
Easter Box	429	-	-	429	-
Mugs/Cups	437	-	-	437	335
Summer Fayre	4,456	-	-	4,456	-
Year 3 Disco	135	-	-	135	-
Year 4 Disco	25	-	-	25	-
Year 5 Disco	25	-	-	25	-
500 Club	1,199	-	-	1,199	952
Other	305	-	-	305	30
PTA Membership	128	-	-	128	123
Council Licence	21	-	-	21	21
Items Provided for Schools	13,258	-	-	13,258	958
Swim Bags	-	-	-	-	427
Winter Wonderland	-	-	-	-	1,500
Halal Dinner R1 accounts (SS)	-	1	-	-	08/11/2022

<b>Sub total</b>	<b>43,635</b>	<b>-</b>	<b>-</b>	<b>43,635</b>	<b>26,893</b>
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<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total payments</b>	<b>43,635</b>	<b>-</b>	<b>-</b>	<b>43,635</b>	<b>26,893</b>
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<b>Net of receipts/(payments)</b>	<b>7,789</b>	<b>-</b>	<b>-</b>	<b>7,789</b>	<b>8,434</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>27,022</b>	<b>-</b>	<b>-</b>	<b>27,022</b>	<b>18,588</b>
<b>Cash funds this year end</b>	<b>34,811</b>	<b>-</b>	<b>-</b>	<b>34,811</b>	<b>27,022</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	20,045	-	-
	500 Club Account	11,086	-	-
		-	-	-
	<b>Total cash funds</b>	<b>31,131</b>		
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Stock (Adv Isl Tickets)	2,500	-	-
	Stock (Hats, etc)	1,180	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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	16-11-22
	M. Rue .	N Hampton - Street	16-11-22
		MICHELLE RICE	





**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**

31/07/2022

**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 31 / 07 / 2022.

**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:**

8/11/22.

**Name:**

Carly Spencer

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

F.C.C.A.

**Address:**

Turnpike House, 1208/1210 London Road

Leigh on Sea, Essex

SS9 2UA

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.**