

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

England & Wales · Charity number 1084247

Details

Other names	FRIENDS OF OAKFIELD
Status	Registered
Legal form	Other
Registered	2000-12-22
Register	View on the Charity Commission register

Contact

Address Oakfield Primary School
Scott Drive
Wickford
SS12 9PW

Phone 01268734343

Activities

Objects: TO ADVANCE THE EDUCATION OF PUPILS IN THE SCHOOL IN PARTICULAR BY2.1 DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN THE STAFF PARENTS AND OTHERS ASSOCIATED WITH THE SCHOOL;2.2 ENGAGING IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS;

Activities: SCHOOL FUND RAISING EVENTS EG. SUMMER FAYRE, CHRISTMAS BAZAAR AND ADHOC EVENTS DURING ACADEMIC YEAR

Classification

- **How:** Provides Other Finance
- **What:** General Charitable Purposes
- **Who:** Children/young People

Geography

- **Area of benefit:** OAKFIELD PRIMARY SCHOOL.
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£34,223	£56,130	-	-
2024-08-31	£35,116	£23,612	-	-
2023-08-31	£33,459	£28,852	-	-
2022-08-31	£37,783	£41,057	-	-
2021-08-31	£11,351	£10,562	-	-
2020-08-31	£20,300	£19,397	-	-

Trustees

Name	Role	Appointed
Cara O'Keeffe		2021-04-19
Carla Fitzgerald		2025-01-23
Ciara Southwell		2025-07-09
Claire Lorraine Phipps		2025-11-07
Elizabeth Gower		2021-04-19
Ellen Dowds		2025-01-23
Jenna Genge		2025-01-23
Jodie Cameron		2023-09-01
Kelly Bocutt		2025-07-09
Laura Cheddad		2021-06-09
Rebecca Sarah Southwood		2025-11-07

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

England & Wales - Charity number 1084247

Accounts

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

Charity Number: 1084247

**TRUSTEE ANNUAL REPORT
FOR THE YEAR ENDING 31 AUGUST 2025**



THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

CONTENTS FOR THE YEAR ENDING 31 AUGUST 2025

	Page
Legal & administration information	1
Independent examination report	2
Receipts and payments account	3
Assets and liabilities	4
Notes forming part of the financial statements	5-6

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

TRUSTEE AND CHAIRMAN'S REPORT FOR THE YEAR ENDING 31 AUGUST 2025

Charity Registration Number: 1084247

Trustees:

Laura Cheddad
Cara O'Keeffe
Elizabeth Gower
Jodie Cameron
Victoria Peters (resigned 9th July 2025)
Leigh Waterhouse (resigned 9th July 2025)
Kelly Bocutt (appointed 9th July 2025)
Ciara Southwell (appointed 9th July 2025)
Ellen Dowds (appointed 23 January 2025)
Carla Fitzgerald (appointed 23 January 2025)
Jenna Genge (appointed 23 January 2025)

Charity Offices:

Oakfield Primary School
Scott Drive
Wickford
SS12 9PW

Independent Examiners:

Community360
Winsley's House
High Street
Colchester
CO1 1UG

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDING 31 AUGUST 2025

I report on the accounts of The Friends of Oakfield Primary School for the year ended 31 August 2025 which are set out on pages 3 to 6.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no material matters have come to my attention 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 the 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 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.

David Courtier FMAAT AATQB for and on behalf of:
Community360

Winsley's House, High Street, Colchester, Essex



Date

28/05/2026

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDING 31 AUGUST 2025

		Total Funds 2025 £	Total Funds 2024 £
	Notes		
Income			
Income from charitable activities	2	34,223	35,116
Total income		34,223	35,116
Expenditure			
General expenses		564	1,466
Subscriptions/licenses		20	20
Transfers to Oakfield School		42,225	9,144
Professional fees		225	266
Insurance		162	153
Event costs		12,171	11,565
Other purchases		762	997
Total expenditure		56,130	23,612
Net income		(21,906)	11,504
Total funds brought forward		28,347	16,843
Total funds carried forward		6,441	28,347

The notes on page 5 and 6 form an integral part of these financial statements.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

ASSETS AND LIABILITIES ACCOUNT AS AT 31 AUGUST 2025

	Notes	2025 £	2024 £
Cash at bank and in hand		6,441	28,347
		<u>6,441</u>	<u>28,347</u>
Represented by funds			
Unrestricted funds		6,441	28,347
		<u>6,441</u>	<u>28,347</u>
<u>Non Monetary Assets and Liabilities</u>			
Tangible assets	6	2,246	3,192
Creditors due within one year			
Community 360		225	225
		<u>225</u>	<u>225</u>

These accounts were approved by the trustees:



Signed

By: Elizabeth Gower

28th May 2026

Date

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 31 AUGUST 2025

1. Accounting Policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and applicable accounting standards. The accounts are prepared on a cash basis.

Incoming resources

All material incoming resources have been included on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

Resources expended

These have been analysed using a natural classification.

Going Concern

The charity is operating on a going concern basis.

2. Income from charitable activities

	Total Funds 2025 £	Total Funds 2024 £
Event income	30,374	30,860
Donations	740	40
Lottery income	626	706
Sponsored events	501	467
Sale of items	1,981	3,042
	<u>34,223</u>	<u>35,116</u>

3. Resources Expended

In 2025 £Nil worth of expenditure was from restricted monies (2024: £Nil).

4. Staffing

The charity employed Nil staff during the financial year (2024: Nil).

5. Trustee expenses

During the year, the trustees were paid a total of £13,180.48 (2024: £6,812) for reimbursement of expenses. No trustee received any remuneration in the period.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 31 AUGUST 2025

6. Tangible Assets	2025 Total
Items held by the charity:	
Slushie machine	1,293
Popcorn machine	128
Candyfloss machine	329
BBQ	160
Gazebos	335
Total	<u><u>2,246</u></u>



The Friends of Oakfield

– Report of the trustees for the year ending August 2025.

The trustees of the Friends of Oakfield present their annual report and audited accounts for the year ending 31st August 2025 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP (FRS102)

OUR AIMS

To create memorable moments for the children of Oakfield and their families.
To raise funds to support Oakfield School and enhance the learning environment.

OUR OBJECTIVES

To enhance the education of the pupils attending Oakfield Primary by:

- Organising memorable events that further develop positive and effective relationships between students, staff, parents and the community.
- Engage in activities or provide facilities or equipment which support the school and advance the education and development of the pupils.

REVIEW OF ACTIVITIES AND ACHEIVEMENTS

This year, we have been able to create memorable moments for the children and enhance their school environment. We have carried out our usual events as well as introduced new ones.

We have held an Autumn Disco and a Spring Disco. We changed the format in the Spring, tried different DJs and changed our popcorn recipe, so it is much tastier.

We had our two biggest events: the Christmas Bazaar and the Summer Fête. The Christmas Bazaar and Fete were supported by Temme English Estate Agents, who advertised these events on boards at volunteers' houses and supplied us with additional funding. The Christmas Bazaar was not as busy as usual. We provided a quiet room for the first time this year. Rain was forecast for the day of the Summer Fete so we held it indoors for the first time. This



seemed better for the external stall holders but meant that we couldn't run our BBQ or have the bouncy castles, so we made £600 less profit than last year. We did a survey of local fetes etc to find out how much other schools and venues charge stall holders. £20 seemed the average and is what we chose to charge.

We have held Wish Rooms for Mother's Day, Father's Day and Christmas. After the Christmas Wish Room, we increased the price of the following Wish Rooms to £2.50 from £2 so we can improve the quality and variety of gifts offered as our costs have increased. We also ran payments completely online. These remained popular with children increasingly buying more than one present each. It is thought that with the continuing cost-of-living crisis, this is where the children buy their main gifts to give. We have started to add pet gifts to what is available and these always sell out!

We held a 'break the rules day', at which children pay 50p per rule break or £3 break as many 'rules' as they like. This is always a popular day and raises a good amount of money. And is less strenuous to run than other events.

We put on a Singo bingo night for parents to create community and foster relationships amongst the parents as well as with the school.

We ran a Wonderlicious Chocolate Bar sale. These were Galaxy bars with a special Wonderlicious wrapper, and some contained Golden tickets with prizes on! This was very popular and exciting for the children. A teacher dressed as Mr. Wonderlicious and made a video promoting the sale and was at the event to hand out the prizes

We ran a new event; laser show. This went very well. We hired an external company to run the laser show. We also had an external provider of rides present. We sold glow items and refreshments.

As usual, we sold refreshments at Sports Day. We sold ice lollies after school on Fridays in the final half term, which helped us to reduce left over stock from Sports day, and make more money for the school.

We ran a 'soak the teacher' event. Children bought tickets to soak a teacher. This proved to be a more pleasant experience for the teacher than 'slime the teacher' which we did last year, and easier to clean up to!



We still have an account with Stitkins, the uniform label company. We will receive 30% commission on every sale. This should run itself, like the school lottery. We received some money from ASDA cashpot scheme.

We continue to sell reduced rate tickets for local attraction Barleylands farm park but stopped selling Sea Life Centre and Adventure Island vouchers at the end of 2024. We gave some of our remaining stock of vouchers to pupils at the end of the autumn term to those who had demonstrated exemplary presentation and pride in their work.

We held a World Book Day book sale, selling donated second-hand books to the children for 20p each. This went well, the book sale also empowers children to make decisions and to learn the value of money as well as feeding into the fun of World Book Day. We gave away some sketch books and workbooks for free. We stayed open after school also and sold some cookbooks to adults.

We continued to hold several second-hand uniform clothes sales. These remain successful and a cheaper and more sustainable uniform option for many parents. While it continues to take a lot of organisation and space it generates funds for the school and helps families in this difficult current climate. We now have a School uniform recycling bin and a clothes recycling bin on site. We receive payment when the clothes are collected.

This year's Easter Event was a Easter Egg hunt / trail in which classes had to solve clues to find the next clue to eventually find their way to the treehouse, where FOO members were waiting with a free chocolate egg for each child (alternative chocolate given to those with allergies).

Over Easter we ran a virtual duck race, with prizes given to the winners. This raised funds and was something fun and different.

We held our third Rainbow Run. This was held after school, close to the end of the school year. Families ran an obstacle course including a bouncy castle, while wearing goggles, in the school field while coloured powder was thrown over them. The local fire brigade was unable to attend this time, so we sprayed runners with water from a hose ourselves. It was wonderful to see families enjoying this unusual event together, covered in different colours!

We have continued to have a positive impact on the school experience for the Year 6 pupils, and we part-funded the Year 6 trip. We involved them in the set up and running of key events.



This year we funded flooring for 2 classroom and a corridor by library costing c£15,600.

We gave c£2800 to the 100 books scheme as well as funding other books for the school.

We bought new PCs for the ICT suite at a cost of c£16000.

We paid £2400 for new decking around the pond, and funded duck eggs for reception to see them hatch and grow.

OUR FINANCES

During the financial year of 2024/2025 The Friends of Oakfield have donated a total of £42,000 to Oakfield Primary School. This has been used to provide funding for

- Flooring for class 3 and 4
- New PCs for ICT suite
- Duck eggs for Reception to hatch and look after
- Hi viz caps for school trips
- Books for 100 books reading scheme
- Stickers for reading scheme
- Pin badges for reading scheme
- Class Santa gifts
- Christmas crackers
- Books for library
- Books for assemblies
- Planters and compost
- Books for vending machine
- Teddy bears for new intake in Reception
- Ties for all Key Stage 2 students
- Christmas gifts – books
- Blue tabards for adults on school trips
- Music equipment
- Books for writing lessons
- Decking for around pond
- Smart boards
- Inclusion books
- Geography Atlases
- French Dictionaries
- Flooring for space next to library
- Trays and storage files for 100 book club
- Trees
- Memorial plaque



- Time capsule
- Top soil for plant beds.

FUTURE PLANS

The Friends of Oakfield are keen to continue all our usual fundraising events, perhaps some new ones, and hope to reintroduce more parent events. We have the Circus returning in the coming year. We have booked Happy Circus for October 2025.

The Mr. Wonderlicious teacher is leaving the school this year so we will have to rethink this aspect of the sale.

We have booked Gladiator 'Steel' through his company, 'Zactiv' to visit the school next year, give a motivational assembly about fitness, visit each class and give bottles of water to each student.

We are thinking of running the summer fete on a Friday next year to gain more teacher help and hopefully attract more attendees.

We will continue to support the school by raising funds for any small projects. We hope these will include:

- Square salbutamol inhaler and chamber device
- Emergency Epi-pens
- Reception teddies
- KS2 ties
- Christmas Crackers
- Diversity training
- Diversity books
- Smart boards

2024/25 CHARITY TRUSTEES

Chair: Victoria Peters

Secretary: Cara O'Keeffe

Vice-Secretary: Jodie Cameron

Treasurer: Elizabeth Gower

Vice-Treasurer: Leigh Waterhouse

Laura Cheddad

Caira Southwell

Ellen Dowds

Carla Fitzgerald

Jenna Genge



CONTACT DETAILS

Address: The Friends of Oakfield Primary School
Oakfield Primary School
Scott Drive
Wickford
Essex
SS12 9PW

Website: www.oakfield.essex.sch.uk/friends-of-oakfield

Registered Charity: 1084247

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

England & Wales - Charity number 1084247

Accounts

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

Charity Number: 1084247

**TRUSTEE ANNUAL REPORT
FOR THE YEAR ENDING 31 AUGUST 2024**



THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

CONTENTS FOR THE YEAR ENDING 31 AUGUST 2024

	Page
Legal & administration information	1
Independent examination report	2
Receipts and payments account	3
Assets and liabilities	4
Notes forming part of the financial statements	5-6

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

TRUSTEE AND CHAIRMAN'S REPORT FOR THE YEAR ENDING 31 AUGUST 2024

Charity Registration Number: 1084247

Trustees:

Laura Martin (resigned September 2023)
Laura Cheddad
Victoria Peters
Cara O'Keeffe
Alexis Bailey (resigned September 2023)
Elizabeth Gower
Leigh Waterhouse

Charity Offices:

Oakfield Primary School
Scott Drive
Wickford
SS12 9PW

Independent Examiners:

Community360
Winsley's House
High Street
Colchester
CO1 1UG

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDING 31 AUGUST 2024

I report on the accounts of The Friends of Oakfield Primary School for the year ended 31 August 2024 which are set out on pages 3 to 6.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no material matters have come to my attention 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 the 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 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.

David Courtier FMAAT AATQB for and on behalf of:
Community360

Winsley's House, High Street, Colchester, Essex



Date

21/05/2025

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDING 31 AUGUST 2024

		Total Funds 2024 £	Total Funds 2023 £
	Notes		
Income			
Income from charitable activities	2	35,116	33,459
Total income		35,116	33,459
Expenditure			
General expenses		1,466	483
Subscriptions/licenses		20	20
Transfers to Oakfield School		9,144	14,866
Professional fees		266	258
Insurance		153	140
Event costs		11,565	13,086
Other purchases		997	-
Total expenditure		23,612	28,853
Net income		11,504	4,606
Total funds brought forward		16,843	12,236
Total funds carried forward		28,347	16,843

The notes on page 5 and 6 form an integral part of these financial statements.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

ASSETS AND LIABILITIES ACCOUNT AS AT 31 AUGUST 2024

	Notes	2024 £	2023 £
Cash at bank and in hand		28,347	16,843
		<u>28,347</u>	<u>16,843</u>
Represented by funds			
Unrestricted funds		<u>28,347</u>	<u>16,843</u>
		<u>28,347</u>	<u>16,843</u>
<u>Non Monetary Assets and Liabilities</u>			
Tangible assets	6	3,192	3,395
Creditors due within one year			
Community 360		<u>225</u>	<u>250</u>
		<u>225</u>	<u>250</u>

These accounts were approved by the trustees:



Signed

By: Elizabeth Gower

20th May 2025

Date

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 31 AUGUST 2024

1. Accounting Policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and applicable accounting standards. The accounts are prepared on a cash basis.

Incoming resources

All material incoming resources have been included on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

Resources expended

These have been analysed using a natural classification.

Going Concern

The charity is operating on a going concern basis.

2. Income from charitable activities

	Total Funds 2024 £	Total Funds 2023 £
Event income	30,860	29,692
Donations	40	1,379
Lottery income	706	1,044
Sponsored events	467	754
Sale of items	3,042	591
	<u>35,116</u>	<u>33,459</u>

3. Resources Expended

In 2024 £Nil worth of expenditure was from restricted monies (2023: £Nil).

4. Staffing

The charity employed Nil staff during the financial year (2023: Nil).

5. Trustee expenses

During the year, the trustees were paid a total of £12,050 (2023: £6,812) for reimbursement of expenses. No trustee received any remuneration in the period.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 31 AUGUST 2024

6. Tangible Assets	2024 Total
Items held by the charity:	
Slushie machine	1,940
Popcorn machine	193
Candyfloss machine	439
BBQ	200
Gazebos	419
Total	<u><u>3,192</u></u>

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

England & Wales - Charity number 1084247

Accounts

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

Charity Number: 1084247

**TRUSTEE ANNUAL REPORT
FOR THE YEAR ENDING 31 AUGUST 2023**



The Friends of Oakfield

– Report of the trustees for the year ending August 2023.

The trustees of the Friends of Oakfield present their annual report and examined accounts for the year ending 31st August 2023 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP (FRS102)

OUR AIMS

To create memorable moments for the children of Oakfield and their families.
To raise funds to support Oakfield School and enhance the learning environment.

OUR OBJECTIVES

To enhance the education of the pupils attending Oakfield Primary by:

- Organising memorable events that further develop positive and effective relationships between students, staff, parents and the community.
- Engage in activities or provide facilities or equipment which support the school and advance the education and development of the pupils.

REVIEW OF ACTIVITIES AND ACHEIVEMENTS

This year, we have been able to create memorable moments for the children and enhance their school environment. We have carried out our usual events as well as introduced new ones.

We have held an Autumn Disco and a Spring Disco. We changed the format for the Spring Disco, and this seemed to work well. We had our two biggest events: the Christmas Bazaar and the Summer Fête. The Christmas Bazaar was supported by Temme English Estate Agents, who advertised this event on boards at volunteers' houses and supplied us with additional funding. While both events were a success and raised a large amount of funding, the Father Christmas element of the Bazaar generated some complaints due to over-running. We will reassess this element next year.



We have held Wish Rooms for Mother's Day, Father's Day and Christmas. These are popular with children increasingly buying more than one present each. It's thought that with the cost of living crisis, this is where the children buy their main gifts to give.

We held a bingo night and a quiz night for parents to create community and foster relationships amongst the parents as well as with the school. We reduced the number of parent events this year at the request of the new Headteacher but hope to hold more of these types of events in the future.

We have continued doughnut sales. These have always been popular, but interest has started to wane slightly, and the Krispy Kreme doughnuts have become more expensive, so less profit is being made. We sold refreshments at Sports Day and subsequently had several ice lolly and crisp sales after school toward the end of summer term to sell all stock.

We have recently opened an account with Stitkins, the uniform label company. We will receive 30% commission on every sale. This should run itself, like the school lottery.

We continue to sell reduced rate tickets for local attractions Sea Life Centre and Adventure Island. We have just added Barleylands to this offer. Sea Life Centre has a good annual ticket price so we may look at changing our provision in the future.

We held a World Book Day book sale, selling donated second-hand books to the children and a toy sale before Christmas selling donated second-hand toys. Both of these went well, raising a good amount of funds and helping families find gifts at an expensive time. The book sale also empowers children to make decisions and to learn the value of money as well as feeding into the fun of World Book Day.

This year we held several second-hand uniform clothes sales. This has been a remarkable success. While it takes a lot of organisation and space in the container, it generates funds for the school and helps families in this difficult current climate.

Possibly our least successful event was the Easter Eggstravaganza. It was our first time running this event, which was essentially a chocolate egg tombola. (with eggs donated by families). Some people were unhappy to not win an egg, while others seemed to find a way obtain lots of eggs. This was a learning curve for us. We would like to do something at future Easters where every child receives a gift, so will work on developing an idea for next year.



We ran a great new event this year - the Colour Run. This was held after school, close to the end of the school year. Families ran an obstacle course while wearing goggles, in the school field while powdered paint was thrown over them. We even had the local fire brigade in attendance spraying runners with water from their fire hose. It was wonderful to see families enjoying this unusual event together, covered in paint!

Another highlight of the year was not a fundraising one but was purely to enhance the learning experience in a unique way and create a memorable moment for the children. We hired a company to bring some reindeer to the school. This was top secret, so was a surprise to the students on the day. Each class came out throughout the day and met the reindeer. The handlers talked to each class about the reindeer and they had their pictures taken. This kept the magic of the Christmas season alive and educated them about reindeer. It even snowed! (FOO didn't arrange the snow)!

We have continued to have a positive impact on the school experience for the Year 6 pupils and we funded the Year 6 trip, so that all Year 6 students could attend.

During this year we had the historical opportunity to celebrate in the coronation of King Charles III. This was a historic moment, and we provided every pupil with a keepsake coin that we believe will be a wonderful memento.

This year we funded the loan of camera trap cameras from Colchester Zoo to enhance next year's science curriculum.

There was a half term challenge that raised £700 and was added to the £5000 FOO donated for books.

We funded a book vending machine, to be used in a scheme to encourage reading and we funded the purchase of books.

OUR FINANCES

During the financial year of 2022/2023 The Friends of Oakfield have donated a total of £14,865 to Oakfield Primary School. This has been used to provide funding for

- Books
- Book vending machine
- Bicycle rack
- King Charles III Coronation mementoes



- Christmas turkey and crackers
- Reindeer onsite, to create memorable moments and enhance learning
- Candy floss machine for events
- Teddy bears for new intake in Reception
- Ties for all Key Stage 2 students
- Year 6 trip
- Christmas gifts – books
- Bark for Early Years garden

FUTURE PLANS

The Friends of Oakfield are keen to continue all of our usual fundraising events, perhaps some new ones, and hope to reintroduce parent events. Rethink the Easter event. We have the Circus returning in the coming year. We have booked Happy Circus for October 2023.

As we no longer have any Oakfield teachers as FOO members, we will re-establish ourselves as a Parent Association rather than a PTA.

We will continue to support the school by raising funds for any small projects. We hope these will include:

- Reading books
- Year 6 trip funding
- Diversity training
- Diversity books
- Shed for further storage
- Class rugs
- ICT Equipment

2022/23 CHARITY TRUSTEES

Chair: Mrs McMillan 2022 / Victoria Peters 2023

Secretary: Laura Martin

Vice-Secretary: Alexis

Treasurer: Elizabeth Gower

Vice-Treasurer: Leigh Waterhouse

Cara O'Keefe

Laura Cheddad

CONTACT DETAILS

Address: The Friends of Oakfield Primary School
Oakfield Primary School



Scott Drive
Wickford
Essex
SS12 9PW

Website: www.oakfield.essex.sch.uk/friends-of-oakfield

Registered Charity: 1084247

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

Charity Number: 1084247

**FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 AUGUST 2023**

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

CONTENTS FOR THE YEAR ENDING 31 AUGUST 2023

	Page
Legal & administration information	1
Independent examination report	2
Receipts and payments account	3
Assets and liabilities	4
Notes forming part of the financial statements	5-6

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

TRUSTEE AND CHAIRMAN'S REPORT FOR THE YEAR ENDING 31 AUGUST 2023

Charity Registration Number:

1084247

Trustees:

Laura Martin
Laura Cheddad
Victoria Peters
Cara O'Keeffe
Alexis Bailey
Elizabeth Gower
Leigh Waterhouse

Charity Offices:

Oakfield Primary School
Scott Drive
Wickford
SS12 9PW

Independent Examiners:

Community360
Winsley's House
High Street
Colchester
CO1 1UG

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2023

I report on the accounts of The Friends of Oakfield Primary School for the year ended 31 August 2023 which are set out on pages three to six.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention 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

I 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:

Community360, Winsley's House
High Street, Colchester, Essex



Date 28/06/2024

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDING 31 AUGUST 2023

		Total Funds 2023 £	Total Funds 2022 £
	Notes		
Income			
Income from charitable activities	2	<u>33,459</u>	<u>37,783</u>
Total income		<u>33,459</u>	<u>37,783</u>
Expenditure			
General expenses		483	3,870
Subscriptions/licenses		20	40
Transfers to Oakfield School		14,866	18,518
Professional fees		258	-
Insurance		140	128
Event costs		13,086	18,449
Other purchases		-	53
Total expenditure		<u>28,852</u>	<u>41,057</u>
Net income		<u>4,607</u>	<u>(3,274)</u>
Total funds brought forward		12,236	15,510
Total funds carried forward		<u><u>16,843</u></u>	<u><u>12,236</u></u>

The notes on page 5 and 6 form an integral part of these financial statements.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

ASSETS AND LIABILITIES ACCOUNT AS AT 31 AUGUST 2023

	Notes	2023 £	2022 £
Cash at bank and in hand		16,843	12,236
		<u>16,843</u>	<u>12,236</u>
Represented by funds			
Unrestricted funds		16,843	12,236
		<u>16,843</u>	<u>12,236</u>
<u>Non Monetary Assets and Liabilities</u>			
Tangible assets	6	3,395	2,846
Creditors due within one year			
Community 360		250	250
		<u>250</u>	<u>250</u>

These accounts were approved by the trustees:



Signed

By: Elizabeth Gower

24/6/24

Date

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 31 AUGUST 2023

1. Accounting Policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and applicable accounting standards. The accounts are prepared on a cash basis.

Incoming resources

All material incoming resources have been included on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

Resources expended

These have been analysed using a natural classification.

Going Concern

The charity is operating on a going concern basis.

2. Income from charitable activities

	Total Funds 2023 £	Total Funds 2022 £
Event income	29,692	35,084
Donations	1,379	190
Lottery income	1,044	332
Sponsored events	754	1,637
Sale of items	591	540
	<u>33,459</u>	<u>37,783</u>

3. Resources Expended

In 2023 £Nil worth of expenditure was from restricted monies.

4. Staffing

The charity employed Nil staff during the financial year (2022: Nil).

5. Trustee expenses

During the year, the trustees were paid a total of £6,812 for reimbursement of expenses. No trustee received any remuneration in the period.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 30 SEPTEMBER 2023

6. Tangible Assets

2023
Total

Items held by the charity:

Slushie machine	2,587
Popcorn machine	258
Candyfloss machine	549
Total	<u><u>3,395</u></u>

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

England & Wales - Charity number 1084247

Accounts



The Friends of Oakfield – Report of the trustees for the year ending August 2022.

The trustees of the Friends of Oakfield present their annual report and audited accounts for the year ending 31st August 2022 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP (FRS102)

OUR AIM

To organise school fundraising events during the academic year that create memorable moments for the children and their families. Events over the course of this year have been very successful. We have carried out autumn and spring discos, mothers and father's day wish rooms, Christmas wish room, Christmas bazaar, summer fete, bingo night and a quiz night. We also have introduced our much loved Donut sale. We also continue to sell reduced rate tickets for local attractions. (Sea life centre and Adventure Island)

OUR OBJECTIVES

To enhance the education of the pupils attending Oakfield Primary by:

- Organising memorable events that further develop positive and effective relationships between staff, parents and others associated with the school.
- Engage in activities or provide facilities or equipment which support the school and advance the education of the pupils.

REVIEW OF ACTIVITIES AND ACHEIVEMENTS

We have had a wonderful opportunity to really celebrate our successes this year as Covid -19 restrictions lifted. It has enabled us to be have the means and space to organise and run many successful events. The school community thoroughly enjoyed every moment as we were able to open our doors for the Christmas bazaar and the summer fete once again.

This year we have been able to set up some innovative ways of raising funds by using a self-run whole school lottery scheme as well as investing in card reader machines. The card readers really had a positive impact at all of our events where we provide refreshments, especially during the cashless climate.

We have continued to have a positive impact on the school experience for the year 6 pupils as we were able to fund the year 6 trip. Thus enabling an inclusive environment for every pupil to enjoy these memorable moments.



During this year we had the historical opportunity to celebrate in Queen Elizabeth II jubilee. This was a historical moment and we provided every pupil with a keepsake coin that we know will be a wonderful memento. We also aim to enhance the pupils learning where we can and were able to fund essential equipment for the ICT suite, this was headsets and keyboards. Once again we have been able to purchase books including a new phonics scheme for the Early Years department. We have been able to make a real difference in our Early Years garden by completely over hauling the area and making it into a wonderful learning and sensory garden. We are so appreciative of the parents who volunteered to help make this happen.

Another big achievement this year is from an organisational point of view, our container. We have been able to raise funds to have a base laid, and the container fitted out with shelving. We now have a space where we can store all of our own equipment for events, this ranges from games to popcorn and slush machines. We also use this space to store the many donated items such as uniforms, books and toys that we sell during events that we carry out through-out the year. This container was vital in enabling us to make sure we have the tools we need to fundraise.

We would like to thank everyone who has volunteered or helped in anyway this year. If it wasn't for this continued support we would not be able to make such a positive impact on our school community.

OUR FINANCES

During the financial year of 2021/2022 The Friends of Oakfield have donated a total of £14,181 to Oakfield Primary School. This has been used to provide funding for ICT equipment, books, Early Years garden over haul, tables and picnic umbrellas, Jubilee Mementoes.

FUTURE PLANS

The Friends of Oakfield are keen to continue all of our usual fundraising events. We will continue to support the school by raising funds for any small projects. These will include:

- Reading books to further enhance the school's reading curriculum.
- Year 6 trip funding
- Providing ties and bears to mark the start of early years and Key Stage 2
- King Charles III coronation memento
- Shed for further storage
- Christmas Lunch
- Enhancing science curriculum



CHARITY TRUSTEES

Chair: Mrs Victoria Peters

Secretary: Mrs Laura Martin

Treasurer: Mrs Elizabeth Gower.

Current Trustees:

Mrs L. Waterhouse

Mrs E. Gower

Mrs L. Martin

Mrs C. O'Keeffe

Mrs A. Bailey Jones

Mrs L. Cheddad

CONTACT DETAILS

Address: The Friends of Oakfield Primary School
Oakfield Primary School
Scott Drive
Wickford
Essex
SS12 9PW

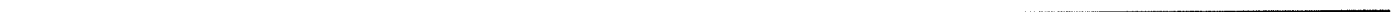
Website: www.oakfield.essex.sch.uk/friends-of-oakfield

Registered Charity: 1084247

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

Charity Number: 1084247

**FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 AUGUST 2022**



THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

CONTENTS FOR THE YEAR ENDING 31 AUGUST 2022

	Page
Legal & administration information	1
Receipts and payments account	2
Assets and liabilities	3
Notes forming part of the financial statements	4-5
Independent examination report	6

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

TRUSTEE AND CHAIRMAN'S REPORT FOR THE YEAR ENDING 31 AUGUST 2022

Charity Registration Number:

1084247

Trustees:

Laura Martin
Laura Cheddad
Victoria Peters
Cara O'Keeffe
Alexis Bailey
Elizabeth Gower
Leigh Waterhouse

Charity Offices:

Oakfield Primary School
Scott Drive
Wickford
SS12 9PW

Independent Examiners:

Community360
Winsley's House
High Street
Colchester
CO1 1UG

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDING 31 AUGUST 2022

		Total Funds 2022 £	Total Funds 2021 £
	Notes		
Income			
Income from charitable activities	2	37,783	11,351
Total income		<u>37,783</u>	<u>11,351</u>
Expenditure			
General expenses		3,870	-
Purchase of equipment		-	-
Subscriptions/licenses		40	-
Transfers to Oakfield School		18,518	-
Donations to Oakfield School		-	98
Equipment for school		-	3,820
Insurance		128	123
Event costs		18,449	6,521
Other purchases		53	-
Total expenditure		<u>41,057</u>	<u>10,562</u>
Net income		<u>(3,274)</u>	<u>789</u>
Total funds brought forward		15,510	-
Total funds carried forward		<u><u>12,236</u></u>	<u><u>15,510</u></u>

The notes on page 4 and 5 form an integral part of these financial statements.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

ASSETS AND LIABILITIES ACCOUNT AS AT 31 AUGUST 2022

	Notes	2022 £	2021 £
Cash at bank and in hand		12,236	15,510
		<u>12,236</u>	<u>15,510</u>
Represented by funds			
Unrestricted funds		12,236	15,510
		<u>12,236</u>	<u>15,510</u>
<u>Non Monetary Assets and Liabilities</u>			
Tangible assets	6	2,846	-
Creditors due within one year			
Community 360		250	-
		<u>250</u>	<u>-</u>

These accounts were approved by the trustees:



Signed

By: Elizabeth Gower

14th June 2023

Date

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 31 AUGUST 2022

1. Accounting Policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and applicable accounting standards. The accounts are prepared on a cash basis.

Incoming resources

All material incoming resources have been included on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

Resources expended

These have been analysed using a natural classification.

Going Concern

The charity is operating on a going concern basis.

2. Income from charitable activities

	Total Funds 2022 £	Total Funds 2021 £
Event income	35,084	11,351
Donations	190	-
Lottery income	332	-
Sponsored events	1,637	-
Sale of items	540	-
	<u>37,783</u>	<u>11,351</u>

3. Resources Expended

In 2022 £Nil worth of expenditure was from restricted monies.

4. Staffing

The charity employed Nil staff during the financial year (2021: Nil).

5. Trustee expenses

During the year, the trustees were paid a total of £17,168.10 for reimbursement of expenses. No trustee received any remuneration in the period.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 30 SEPTEMBER 2022

6. Tangible Assets

2022
Total

Items held by the charity:

Slushie machine	2,587
Popcorn machine	258
Total	<u>2,846</u>

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions are not capitalised. Depreciation is provided by the charity to write off the cost of tangible fixed assets by equal instalments over their expected useful lives, as follows:-

Equipment	20% Straight Line
-----------	-------------------

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2022

I report on the accounts of The Friends of Oakfield Primary School for the year ended 31 August 2022 which are set out on pages two to five.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention 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

I 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:
Community360, Winsley's House
High Street, Colchester, Essex

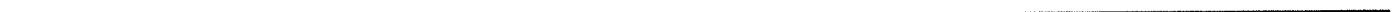
Date 14th June 2023



THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

Charity Number: 1084247

**FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 AUGUST 2022**



THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

CONTENTS FOR THE YEAR ENDING 31 AUGUST 2022

	Page
Legal & administration information	1
Receipts and payments account	2
Assets and liabilities	3
Notes forming part of the financial statements	4-5
Independent examination report	6

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

TRUSTEE AND CHAIRMAN'S REPORT FOR THE YEAR ENDING 31 AUGUST 2022

Charity Registration Number: 1084247

Trustees:

Laura Martin
Laura Cheddad
Victoria Peters
Cara O'Keeffe
Alexis Bailey
Elizabeth Gower
Leigh Waterhouse

Charity Offices:

Oakfield Primary School
Scott Drive
Wickford
SS12 9PW

Independent Examiners:

Community360
Winsley's House
High Street
Colchester
CO1 1UG

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDING 31 AUGUST 2022

		Total Funds 2022 £	Total Funds 2021 £
	Notes		
Income			
Income from charitable activities	2	37,783	11,351
Total income		<u>37,783</u>	<u>11,351</u>
Expenditure			
General expenses		3,870	-
Purchase of equipment		-	-
Subscriptions/licenses		40	-
Transfers to Oakfield School		18,518	-
Donations to Oakfield School		-	98
Equipment for school		-	3,820
Insurance		128	123
Event costs		18,449	6,521
Other purchases		53	-
Total expenditure		<u>41,057</u>	<u>10,562</u>
Net income		<u>(3,274)</u>	<u>789</u>
Total funds brought forward		15,510	-
Total funds carried forward		<u><u>12,236</u></u>	<u><u>15,510</u></u>

The notes on page 4 and 5 form an integral part of these financial statements.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

ASSETS AND LIABILITIES ACCOUNT AS AT 31 AUGUST 2022

	Notes	2022 £	2021 £
Cash at bank and in hand		12,236	15,510
		<u>12,236</u>	<u>15,510</u>
Represented by funds			
Unrestricted funds		12,236	15,510
		<u>12,236</u>	<u>15,510</u>
<u>Non Monetary Assets and Liabilities</u>			
Tangible assets	6	2,846	-
Creditors due within one year			
Community 360		250	-
		<u>250</u>	<u>-</u>

These accounts were approved by the trustees:



Signed

By: Elizabeth Gower

14th June 2023

Date

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 31 AUGUST 2022

1. Accounting Policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and applicable accounting standards. The accounts are prepared on a cash basis.

Incoming resources

All material incoming resources have been included on a receivable basis i.e. they are included if the date receivable falls within the period covered by these accounts.

Resources expended

These have been analysed using a natural classification.

Going Concern

The charity is operating on a going concern basis.

2. Income from charitable activities

	Total Funds 2022 £	Total Funds 2021 £
Event income	35,084	11,351
Donations	190	-
Lottery income	332	-
Sponsored events	1,637	-
Sale of items	540	-
	<u>37,783</u>	<u>11,351</u>

3. Resources Expended

In 2022 £Nil worth of expenditure was from restricted monies.

4. Staffing

The charity employed Nil staff during the financial year (2021: Nil).

5. Trustee expenses

During the year, the trustees were paid a total of £17,168.10 for reimbursement of expenses. No trustee received any remuneration in the period.

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 30 SEPTEMBER 2022

6. Tangible Assets

2022
Total

Items held by the charity:

Slushie machine	2,587
Popcorn machine	258
Total	<u>2,846</u>

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions are not capitalised. Depreciation is provided by the charity to write off the cost of tangible fixed assets by equal instalments over their expected useful lives, as follows:-

Equipment	20% Straight Line
-----------	-------------------

THE FRIENDS OF OAKFIELD PRIMARY SCHOOL

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2022

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- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

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Independent examiner's statement

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- 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

I 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.

Shelley-Marie Rudling FMAAT AATQB for and on behalf of:
Community360, Winsley's House
High Street, Colchester, Essex

Date 14th June 2023

