

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	<u>35,116</u>	<u>33,459</u>
Total income		<u>35,116</u>	<u>33,459</u>
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		<u>23,612</u>	<u>28,853</u>
Net income		<u>11,504</u>	<u>4,606</u>
 Total funds brought forward		 16,843	 12,236
Total funds carried forward		<u><u>28,347</u></u>	<u><u>16,843</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 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>