



# Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	01	09	2020		31	08	2021

## Section A

## Reference and administration details

Charity name Friends of St Stephens (FOSS)

Other names charity is known by FOSS

Registered charity number (if any) 1099789

Charity's principal address Elmbridge Road

Postcode W12 8LH

### 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	<u>H. Schumann</u>			
2	<u>N. Meari</u>			
3	<u>C. Crookall</u>			
4				
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)

--

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

*constitution*

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

*unincorporated association*

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

*volunteer*

### 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.

--

## Section C Objectives and activities

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

*Raising funds to support and further the education of pupils at St Stephens C of E.*

**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)**

organising fundraising events for parents and children of the school and the wider local community. The trustees have had regard to the guidance and further the public benefit by ensuring that all the children benefit from the funds raised.

**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

Foss raised money this year thanks to the ongoing generosity of donors.

Despite the restrictions still in place for a major part of the year Foss managed to organise remote events such as Bingo and quiz nights, as well as an outdoor summer fair.

Other fundraising activities included the launch of a recipe book to which many school families contributed and the launch of a school hoodie for pupils and teachers.

This additional source of funds has allowed the school to provide extra-curriculum teaching, additional support for special needs and access to sporting, artistic and musical projects.





**Section E****Financial review**

Brief statement of the charity's policy on reserves

Na

Details of any funds materially in deficit

Na

**Further financial review details (Optional information)**

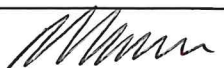
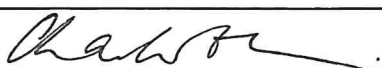
You **may choose** to include additional information, where relevant about:

- 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)	MICHAEL SCHUMM	CHARLOTTE CROOKALL
Position (eg Secretary, Chair, etc)	HEADTEACHER	EX-CHAIR
Date	10/3/22	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Friends of St Stephens

On accounts for the year  
ended

31 August 2021

Charity no  
(if any)

1099789

Set out on pages

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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 general Directions given by the Charity Commission. 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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:

28/06/2022

Name:

Andrew Wells

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

FMAAT

<b>Address:</b>	99 Western Road
	Lewes
	East Sussex BN7 1RS

**Section B****Disclosure**

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.**





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Friends of St Stephen's School

No (if any)  
1099789

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/09/2020

To

Period end date  
31/08/2021

### 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>					
Fundraising events	57,152	-	-	57,152	56,047
Sponsorship	4,850	-	-	4,850	-
Just Giving donations	76,501	-	-	76,501	39,438
Other donations	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>138,503</b>	<b>-</b>	<b>-</b>	<b>138,503</b>	<b>95,485</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>138,503</b>	<b>-</b>	<b>-</b>	<b>138,503</b>	<b>95,485</b>
<b>A3 Payments</b>					
Costs of fundraising events	21,207	-	-	21,207	11,877
Donations paid	69,791	-	-	69,791	112,469
Independent examination fees	-	-	-	-	420
Just giving administration costs	562	-	-	562	562
Bank charges	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>91,560</b>	<b>-</b>	<b>-</b>	<b>91,560</b>	<b>125,328</b>
<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>91,560</b>	<b>-</b>	<b>-</b>	<b>91,560</b>	<b>125,328</b>
<b>Net of receipts/(payments)</b>	<b>46,943</b>	<b>-</b>	<b>-</b>	<b>46,943</b>	<b>- 29,843</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>63,421</b>	<b>-</b>	<b>-</b>	<b>63,421</b>	<b>93,264</b>
<b>Cash funds this year end</b>	<b>110,364</b>	<b>-</b>	<b>-</b>	<b>110,364</b>	<b>63,421</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 £
B1 Cash funds	Bank account	110,364	-	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>110,364</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	MICHAEL SCHUMM	28/6/22