



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01.09.2023**

Period start date To **31.08.2024**

Period end date

Charity name: **Friends of St Stephen's (FOSS)**

Charity registration number: **1099789**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b><i>Raising funds to support and further the education of pupils at St Stephen's CE Primary School, W12.</i></b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b><i>Organising fundraising events for parents and children of the school and wider local community.</i></b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b><i>The trustees have had regard to the guidance issued by the Charity Commission on public benefit.</i></b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b><i>FOSS raised money this year thanks to the generosity of donors, sponsors and volunteers.</i></b></p> <p><b><i>Several large fundraising events were held throughout the year, as well as smaller fundraising events and projects.</i></b></p> <p><b><i>In addition, parents donated money either as regular or one-off donors.</i></b></p> <p><b><i>The money went directly to the school to fund specialist staff, trips, sports, science, arts and drama beyond the national curriculum.</i></b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b><i>The charity has a large cash balance at the end of the year.</i></b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b><i>No explicit policy is included in the charity's constitution that requires this.</i></b>
Amount of reserves held	Para 1.22	<b><i>None at the end of this financial year.</i></b>
Reasons for holding zero reserves	Para 1.22	<b><i>No explicit policy is included in the charity's constitution that requires this.</i></b>
Details of fund materially in deficit	Para 1.24	<b><i>None.</i></b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b><i>None.</i></b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Unincorporated association.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Volunteered.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Friends of St. Stephen's, Shepherd's Bush
Other name the charity uses	FOSS
Registered charity number	1099789
Charity's principal address	Uxbridge Rd London 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	Mr Schumm, M			
2	Mrs Consterdine-Moore, H			
3	Mrs Flockhart, J			
4	Mr Masterton-Smith, D			
5				
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20				

Corporate trustees – names of the directors at the date the report was approved

Corporate trustees – names of the directors at the date the report was approved					
<b>Director name</b>					

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### 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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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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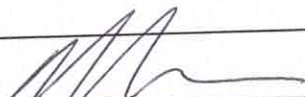
### Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	H. Consterdine - Moore	
Full name(s)	H. CONSTERDINE - MOORE	Michael Schumma
Position (eg Secretary, Chair, etc)	CHAIR	HEADTEACHER
Date	02/04/25	







CHARITY COMMISSION  
FOR ENGLAND AND WALES

Friends of St Stephen's School

1099789

## Receipts and payments accounts

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For the period from	01.09.23	To	31.08.24
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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>					
Fundraising Events	124,550	-	-	124,550	107,264
Sponsorship	6,635	-	-	6,635	7,280
Donations	39,425	10,423	-	49,848	42,927
Gift Aid	10,692	841	-	11,533	5,345
Other Income	3,209	-	-	3,209	1,720
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>184,511</b>	<b>11,264</b>	<b>-</b>	<b>195,775</b>	<b>164,536</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>184,511</b>	<b>11,264</b>	<b>-</b>	<b>195,775</b>	<b>164,536</b>
<b>A3 Payments</b>					
Costs of Fundraising Events	15,527	-	-	15,527	28,315
Donations paid	151,454	16,094	-	167,548	146,192
Accountancy Fees	-	-	-	-	462
Fundraising platform fees	4,134	-	-	4,134	4,421
Sundry	795	-	-	795	1,440
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>171,910</b>	<b>16,094</b>	<b>-</b>	<b>188,004</b>	<b>180,830</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>171,910</b>	<b>16,094</b>	<b>-</b>	<b>188,004</b>	<b>180,830</b>
<b>Net of receipts/(payments)</b>	<b>12,601</b>	<b>- 4,830</b>	<b>-</b>	<b>7,771</b>	<b>- 16,294</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>82,279</b>	<b>6,873</b>	<b>-</b>	<b>89,152</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>94,880</b>	<b>2,043</b>	<b>-</b>	<b>96,923</b>	<b>- 16,294</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>	Current Account	13,338	2,043	-
	Business Reserve Account	40,288		-
	Liquidity Manager Account	41,254		-
	<b>Total cash funds</b>	<b>94,880</b>	<b>2,043</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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
	H. Consterdine-Moore	HANNAH CONSTERDINE-MOORE	02/04/25
		Michael Chum	02/04/25



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Friends of St Stephen's School

On accounts for the year  
ended

31 August 2024

Charity no  
(if any)

1099789

Set out on pages

(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 31/08/2024<sup>YYYY</sup>.

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:

*James Gillespie*

Date:

*22/04/2025*

Name:

James Gillespie

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

Institute of Chartered Accountants in England & Wales

Address:

28 Thornfield Road London W12 8JQ

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.**