



Section A

Independent Examiner's Report

Report to the trustees/
members of

Friends of Downview Primary School

On accounts for the year
ended

31-08-2025

Charity no
(if any)

1100187

Set out on pages

3 and 4

(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 31/08/2025.

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 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.

Signed:

Jayne Tressler

Date:

30-10-2025

Name:

Jayne Tressler FCCA ACA

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

Institute of Chartered Accountants in England and Wales (ICAEW)

Address:

22 Hinde Road

Bongor Regis

West Sussex, PO22 7QJ

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 Downview Primary School

1100187

CC16a

Receipts and payments accounts

For the period
from

01/09/2024

To

31/08/2025

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 £
A1 Receipts					
Voluntary receipts					95
Donations and grants		6,113		6,113	14,513
Fundraising events	18,928	2,093		21,021	19,487
Sub total (Gross income for AR)	18,928	8,206		27,134	34,095
A2 Asset and investment sales, (see table).					
Sub total					
Total receipts	18,928	8,206		27,134	34,095
A3 Payments					
Costs of generating voluntary receipts					
Cost of Fundraising events	4,814	1,656		6,470	6,219
Grants and donations made	6,535	10,984		17,519	17,610
Governance & admin costs	193			193	305
Activities and events to advance education	559			559	1,623
Sub total	12,101	12,640		24,741	25,756
A4 Asset and investment purchases, (see table)					
Sub total					
Total payments	12,101	12,640		24,741	25,756
Net of receipts/(payments)	6,827	- 4,434		2,393	8,339
A5 Transfers between funds	437	- 437			
A6 Cash funds last year end	8,481	4,871		13,352	5,013
Cash funds this year end	15,745	0		15,745	13,352

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	15,745	0	
	Total cash funds	15,745	0	

(agree balances with receipts and payments account(s))

OK

OK

OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £

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 asset belongs	Cost (optional)	Current value (optional)

B5 Liabilities

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

Joanne Edwards
Katherine Chute

Joanne Edwards
Katherine Chute

16.10.25
16.10.25



Trustees' Annual Report for the period

From (start date) 0 1 0 9 2 4 to (end date) 3 1 0 8 2 5

Section A		Reference and administration details	
Charity name	Friends of Downview Primary School		
Other names the charity is known by			
Registered charity number (if any)	1 1 0 0 1 8 7		
Charity's principal address	<div style="border-bottom: 1px solid black; margin-bottom: 2px;">Downview Primary School</div> <div style="border-bottom: 1px solid black; margin-bottom: 2px;">Wroxham Way</div> <div style="border-bottom: 1px solid black; margin-bottom: 2px;">Felpham</div> <div style="display: flex; justify-content: space-between;"> Bognor Regis Postcode P O 2 2 8 E R </div>		
Names of the charity trustees who manage the charity			
	Trustee Name	Office (if any)	<div style="display: flex; justify-content: space-between;"> Dates acted if not for whole year Name of person (or body) entitled to appoint trustee (if any) </div>
1	Katherine Chute	Co-Chair	Members
2	Joanne Edwards	Co-Chair	Members
3	Kirsty Spokes	Secretary	Members
4	Elizabeth Parris		"
5	Hannah Proverbs		"
6	Sophie Hollis		Resigned 21.02.25
7	Claire Wilson		"
8	Linda Sheehan		"
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	
	None		

Section A**Reference and administration details (continued)**

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
None		

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)How the charity is constituted
(eg trust, association, company)Trustee selection methods
(eg appointed by, elected by)

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.

We adopted and formalised a range of policies and procedures in April 2024, which are available on the Downview Primary School website, and the Friends of Downview Primary School social media pages. The policies and procedures are reviewed regularly. The last formal review took place in February 2025 and the next review is scheduled to take place before our AGM in October 2025

Section C

Objectives and activities

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

To advance the education of the pupils by developing effective relationships between the school community and by arranging activities and providing facilities/equipment.

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)

Supporting school-led initiatives, such as Book Week and cake sales, to help build effective relationships within the school community. Planning events/initiatives to enhance pupils' educational experience, such as Elfridges. Planning events/initiatives focusing on fundraising to enhance the education of pupils. The focus this year was educational trips and visitors. All Trustees have read the Charity Commission guidance on public benefit within the last year and we use a 'Decision Record' to document our considerations in this regard.

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We're proud to report that the Accounts for the year ending 31 August 2025 show net income of £20,471 before donations. We made use of grant funding again this year, which was used mainly for educational trips and visitors.

Our Spring Fayre in May 2025 was our biggest event of the year and we managed to raise slightly more than last year. We were pleased to involve local businesses to boost our fundraising, whilst continuing to provide free activities to ensure everyone could participate. The Fayre raised an incredible £4,623.

Other successful fundraising events included Flexible Friday, raising £1,027, discos, raising £1,552, movie nights, raising £972, and Elfridges, raising £954. We were also pleased to introduce the School Lottery this year, which has increased our regular income streams.

Following the success of last year's adults only quiz, we held two similar events this year, both of which were well attended. This helped to bring the school community together, whilst also raising a total of £1,193. We held our AGM at one of these events to enable us to reach more members.

Overall, we supported the school to the tune of £18,078 this year, which is a great achievement. Our main focus this year was trips and visitors, and outdoor equipment.

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity has a Financial Reserves Policy adopted in April 2024 and regularly reviewed. We aim to maintain unrestricted reserves of £1,000. At the end of the financial year, we held unrestricted reserves of £15,745.

Details of any funds materially in deficit

None

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)

K Chute

Jo Edwards

Full name(s)

KATHERINE CHUTE

JO EDWARDS

Position (eg Secretary, Chair, etc)

CO-CHAIR

CO-CHAIR

Date

16/02/25