

The Friends of St. Peter's School Association, Billericay  
Trustees Report & Financial Statements

Year Ending 31<sup>st</sup> July 2024

Charity Registration Number: 1101979

The Friends of St Peter's School Association

### **Trustees' Annual Report**

The Trustees present the annual report and independently reviewed financial statements of The Friends of St Peter's School Association ('the Charity') for the year ended 31<sup>st</sup> July 2024.

### **Objects of the Charity**

The Charity aims are to advance the education of pupils in the school, by

- a) Developing effective relationships between staff, parents and others associated with the school; and
- b) Engaging in activities or providing facilities or equipment which support the school and advance the education of pupils.

### **Summary of the main activities undertaken for public benefit in relation to these objects**

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

The focus of our activities remains raising funds to benefit the advancement of education of the pupils of St Peter's School. This year our donations to the school included e-safety training, sports equipment, wet play resources, and various educational visitors.

### **Summary of the main achievements of the charity**

In order to enable the Charity to support the pupils of St Peters several fundraising events have been organised throughout the year.

The annual sponsored bounce took place along with discos for the pupils, which raise money and benefit the children socially. There were also various Christmas activities and the Summer Fayre, which again was our biggest fundraiser of the year. Other fundraisers included the sale of second-hand uniforms and the sale of tickets for local attractions, which we sell at discounted prices.

In total the Charity has been able to donate £6,168 To St Peter's School this year to benefit the pupils.

### **Structure, governance, and management**

The Charity is constituted as an association and is governed by a constitution adopted on 23<sup>rd</sup> September 2003.

Trustees are appointed by the existing trustees at the Annual General Meeting held in October.

**Brief statement of the Charity's policy on reserves**

We held cash in hand and at bank at the year-end of £33,457 all of which is unrestricted funds. We intend to utilise a large portion of these funds over the coming year in helping the pupils of St Peter's, including funding an updated EYFS area and continuing updates to the ICT Suite. We aim to hold at least £3,000 in reserves at the year-end to cover any unforeseen expenditure and to enable us to run events to generate income.

**Details of any funds materially in deficit**

There are no funds materially in deficit.

**The Charity's principal address**

St Peter's Catholic Primary School  
Coxes Farm Road  
Billericay  
Essex  
CM11 2UB

**Trustees**

The trustees of the Charity who were in office during the year and up to the date of signing the financial statements were:

- Claire Connolly (appointed 21 October 2020)
- Amy Estrada (appointed 1 August 2022)
- Helen Nicholson (appointed 1 August 2022)
- Emma Dawson (appointed 8 November 2022)
- Kaite Da Costa (appointed 10 October 2024)
- Dorota Wasilczuk (appointed 10 October 2024)

Signed on behalf of the Charity's trustees



Emma Dawson

Chair

DATE 29 MAY 2025

### Independent examiner's report

Report to the trustees/directors/member of: The Friends of St Peter's School Association,  
Billericay

On accounts for the year  
ended: 31 July 2024

Charity no.: 1101979  
Set out on pages: 4 to 8

#### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) 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 of the Charities Act 2011 (the Charities 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 procedures laid down in the general Directions given by the Charity Commission 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 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 matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102);
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Signed: 

Date: 27 May 2025

Address: 5 A Tins Street  
Earlsfield  
SW18 3 9L



# The Friends of St Peter's School Association

## Income and Expenditure Report for the Year Ended 31 July 2024

	Note	Income £	Expenditure £	Income O/(U) Expenditure £
Specific Donations to the school	1	-	(6,168)	(6,168)
100 Club		1,642	(1,200)	442
Interest		67	-	67
Easy Fundraising		127	-	127
Adventure Island + Barleylands		3,744	(2,846)	898
Second Hand Uniform		1,231	-	1,231
Christmas Events		1,354	(187)	1,167
Donuts		488	(275)	213
Coffee Morning		87	-	87
Elfridges		3,592	(2,792)	800
Tea Towels		1,623	(309)	1,314
St Andrews		257	-	257
Sponsored Bounce		2,925	(100)	2,825
Sports Day		598	(274)	324
Summer Fayre		12,012	(3,725)	8,287
Disco		1,594	(245)	1,349
Fees		-	(326)	(326)
Donations		433	-	433
Nativiteas		9	-	9
Summer Prom		-	(120)	(120)
Ice Creams		-	(1,000)	(1,000)
Other		-	-	-
Depreciation		-	(12)	(12)
Rounding		-	-	-
Excess of income over expenditure		31,783	(19,579)	12,204
		31,783	(31,783)	

**The Friends of St Peter's School Association**

**Balance Sheet**

as at 31 July 2024

	Note	2024 £	2023 £
<b>Fixed Assets</b>	2	218	1
<b>Current Assets</b>			
Bank and cash in hand			
Main account		28,569	18,777
100 Club account		4,492	2,883
Cash in hand		396	341
		<u>33,457</u>	<u>22,001</u>
Stock	3	2,355	1,526
Debtors	4	-	-
Prepayments	4	-	-
		<u>35,812</u>	<u>1,526</u>
<b>Current Liabilities</b>			
Creditors	5	-	-
Accruals	6	(600)	(300)
		<u>(600)</u>	<u>(300)</u>
<b>Net Current Assets</b>		35,211	23,227
<b>NET ASSETS</b>		<u>35,429</u>	<u>23,228</u>
<b>Represented by:</b>			
Reserves brought forward		23,228	19,960
Excess of income over expenditure for the year		12,204	3,266
Rounding		(3)	2
Reserves carried forward		<u>35,429</u>	<u>23,228</u>

The financial statements on pages 4 to 8 were approved by the Trustees and signed on their behalf by:

NAME  
Chair  
DATE

Emma Dawson

29 MAY 2025

## The Friends of St Peter's School Association

### Notes

#### 1. Donations to the school - specific requests

Date	Description	£
Sep 2023	E-safety Training	
Oct 2023	Sports Equipment	1,250
Nov 2023	Wet Play Resources	837
Nov 2023	Astronomy Roadshow	707
Nov 2023	Drumming Workshop	225
Jan 2024	History Off The Page: Life in Ancient Egypt	750
Jan 2024	History Off The Page: Life in Roman Britain	734
Jun 2024	Y6 Leavers Hoodies	734
		932

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6,168

The Friends of St Peter's School Association

Notes (continued)

2.

Fixed Assets

Fixtures, fittings and equipment

	Cost				Depreciation				Net Book Value	
	B/fwd	Add	Disp	C/fwd	B/fwd	Add	Disp	C/fwd	B/fwd	C/fwd
	£	£	£	£	£	£	£	£	£	£
Total	3,095	230	-	3,325	(3,094)	(13)	-	(3,107)	1	218



**The Friends of St Peter's School Association**

**Notes (continued)**

	2024	2023
	£	£
<b>3 Stock</b>		
Barleylands Tickets	51	8
Adventure Island wrist bands	1,860	1,032
SeaLife Centre Tickets	444	486
	<u>2,355</u>	<u>1,526</u>
<b>4 Debtors</b>		
Other Debtors	-	-
	<u>-</u>	<u>-</u>
<b>5 Creditors</b>		
Other Creditors	-	-
	<u>-</u>	<u>-</u>
<b>6 Accruals</b>		
	<u>(600)</u>	<u>(300)</u>
	<u>(600)</u>	<u>(300)</u>