



ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST AUGUST 2021

REFERENCE & ADMINISTRATIVE INFORMATION

Charity name: The Friends of Thames Ditton Junior School
 Charity Number: 1123621
 Charity's principal address: Mercer Close
 Thames Ditton
 Surrey KT7

The trustees listed below have all served in office for all or part of the year ending at the date of this report:

- Lyndsey Lough
- Holly Goodyear
- Marie Jago
- Helen Grove
- David Merchant

The management committee for the period to 31st August 2021 has consisted of the following members:

Chair	Marie Jago (Trustee)
Secretary	Helen Grove (Trustee)
Treasurer	David Merchant (Trustee)
Members	Fionna Staritt
	Lindsay Lough (Trustee)
	Holly Goodyear (Trustee)
	Katie Traub
	Deridre Davies
	Madeline Stevens
	Sarah Holt
Independent examiner	Laura Kenyon
Bank	HSBC, Kingston

Changes to the Committee

Resignations

- The Sept 2020 to August 2021 committee all resigned on 31st August 2021

Trustee resignations

- 4 trustee resignation on the 31st August 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is governed by the constitution and rules adopted in February 2008.

Management of the charity

The management committee consists of all of the appointed trustees and members of the charity. Under the constitution, the trustees must number at least three and no more than five. All of the trustees are elected for a period of 12 months.

2020/2021 was the eleventh full year of operation of the School Development Fund which is a stream of funding from voluntary parental contributions.. This fund is managed by the TDJS Business Manager, this includes all banking and administration of the school development fund bank account.

Full committee meetings were held at regular intervals (every half term) throughout the academic year, with additional sub-committees created to plan and organise each event. These were all held via zoom due to COVID 19.

The committee reviewed financial matters at each full committee meeting. The Treasurer presented a financial report of earnings, expenditure and forecast for the remainder of the year to the Trustees at each of those meetings and its implications were considered and discussed. As expenditure on items for the school is only considered on the basis of revenue already earned and cash in bank, the Committee feels there is no need to agree a reserves policy.

The accounts are presented annually to the membership for discussion and approval at the Annual General Meeting, following independent inspection.

Risk management

Risks are reviewed regularly throughout the year on an event by event basis both before and after the event. There is no formal risk register but a Risk Assessment report is produced for each event.

OBJECTIVES & ACTIVITIES OF THE CHARITY

The objectives of the Charity, as set out in the constitution, shall be to advance the education of pupils at Thames Ditton Junior School, in particular by:

- Developing effective relationships between the staff, parents and others associated with the School
- Engaging in activities or providing facilities or equipment which support the School and advance the education of the pupils

Activities of the Charity

The main activity of the charity continues to be the organisation of social and fundraising events with the purpose of;

- building the sense of community within the school and wider Thames Ditton community;
- raising funds for items which will enrich the children's enjoyment of the school and its environment, supporting both curricular and non-curricular activities.

A number of planned events for the year September 2020 to August 2021 were cancelled due to COVID-19. Funds raised for this financial year are below previous years due to COVID-19.

The highlights for the year August 2020 to August 2021 were as follows (supporting detail is in the attached accounts):

- | | | |
|------------------------------------|--------|-----------------------------|
| • Summer Fund raising | £1,911 | Cancelled 2020 |
| • Christmas Fund Raising (no fair) | £2,910 | (2019/20: £3,923 incl fair) |
| • New year party (online) | £835 | One-off event |

Due to COVID-19 the following events were not able to take place:

- | | | |
|------------------------|---------------|-------------------|
| • Annual Ball | Not held 2021 | Cancelled 2020 |
| • Halloween Disco | Not held 2021 | (2019/20: £2,388) |
| • Comedy Night | Not held 2021 | (2019/20: £2,080) |
| • Sponsored Run | Not held 2021 | (2019/20: £5,028) |
| • Virtual Balloon Race | Not held 2021 | (2019/20: £570) |

Events are organised to optimise enjoyment for children and parents, and to maximise the fundraising potential, whilst still focussing on affordability for both children and parents. Due to COVID-19, it was not possible to hold events in person. Alternative fundraising was targeted where possible. In addition to the Christmas Raffle which raised £1,591 a net £1,319 was raised for Christmas calendars. There was no Summer Fair again but the raffle returned with a travel theme with country specific gifts donated and raised £1,911. The online donations including Amazon and Easygiving increased to £471 from £185.

It is hoped that key events targeted at the participation of the children that were successful in the past may return (including the Halloween disco and the Christmas Fair) and for a main fund raiser the annual summer ball.

Great effort was put into continuing the uniform sales with online ordering and payment and were well received by parents, sales for this year total £859 (2019/20 £623).

Forthcoming events

Proposed events during the year ahead (up to August 2022) - These were all subject to Covid 19 restrictions being lifted or removed. Virtual Events may replace these as they have during 2020/2021.

- *Halloween Disco October - 2020*
- *Christmas Fair December - 2020*
- *Quiz Night - February 2021*
- *Easter Event - March 2021*
- *Summer Fair - May 2021*
- *Summer Ball - June 2021*

ACHIEVEMENTS & PERFORMANCE

Chair's Statement

The AGM for 2020/21 is held again via Zoom. Despite continued impacts of COVID-19, the filing of accounts has been accelerated from prior years to beginning of second term after the prior school year.

This year's fundrising for the School was again down on previous year, raising £7,358 compared to £12,220 last year. This was a good achievement considering the prior year had 4 attended/participative events as compared to none this year. Due to Covid-19 all of the events held during the year 2020/2021 were virtual and fundrising opportunities were limited.

Cash funds held at the end of the year remain strong at £40,103 (2019/20: £34,062)

This reflects the fantastic support and commitment from the Committee, Class Reps, Willing Helpers and the Office and Teaching staff at the School.

Our thanks are extended to the previous Committee members for the work that they did in raising funds for the school.

Use of funds

Due to the unusual circumstances there was little drawdown from The Friends funds with only £551 being spent as compared to £34,555 in the prior year for the following key items:

- Library - £366
- Year 6 Leavers Gifts - £185

The net inflow after expense was £6,223 before approved expenditure.

Committed expenditure approved but not paid amounts to £11,188 and includes:

- Hall sound system £3,000
- Sensory room £2,500
- Tutoring £2,970
- First Aid £950
- Gardening and greenhouse £800

These amounts can be drawn down by the school and reimbursed. During a school year the list of approved expenditure is reviewed and can be added to and reduced with the approval of the Friends.

The Friends have appointed a local accountant on an annual basis to produce the Independent Examiner's report on the accounts for Charity Commission. Those accounts are prepared on a cash-flow basis and show an additional net outflow for expenditure of £182 with net total outflow £6,041 for school year 2020/21.

The cash funds at the end of 2019/20 was £40,103 of which £462 was due to be paid out during school year 2021/22 for 2020/21 expenses.

School Development Fund

The School Development Fund is administered via the Friends, with funds raised by this route being channelled into educational resources for the children, principally the provision of teaching assistants. The School Development Fund raised £43,336 (2019/20: £67,487) including GiftAid in donations during the 2020/21 year. The reduction was mainly due to the timing of gift aid claims with underlying parental contributions being £36,055 (2019/20: £38,230). Outgoings were £45,670 (2019/20: £48,038) in the year. Contributions were previously used to fund the provision of TAs for the school but now the funds are more widely used with funds raised by this route being channelled into educational resources for the children.

The fundraising objectives of the School Development Fund are different to those of the Friends of TDJS. Consequently, the TDJS governors are investigating setting up a separate charity to manage this aspect of school fundraising

The School Development Fund made a deficit of (£2,334) versus surplus of £19,449. The school continues campaigning to raise more funds from parents and manages the costs taking into account future income forecasts.

The School Development Fund finances are managed by TDJS Business Manager, this includes all banking administration.

The cash funds at the end of the year were £12,710 (2019/20 £184,052) after funds previously due to the school £161,727 were transferred over.

Communication with parents

FTDJS communicates consistently with parents through a series of FTDJS Parent mails outlining forthcoming events and highlighting projects being funded or part funded by the Friends.

We produced an end of year newsletter highlighting the amount raised by each event and how those funds were spent.

The Friends of TDJS Facebook page continues to be used to promote forthcoming events.

Committee and succession

Recruitment for a replacement Committee from Sept 2021 was successful with a number of new members joining the committee. All formal positions within the Committee have been successfully filled to allow the FTDJS to continue to operate as intended.

VALUE OF PUBLIC GOOD BY THE CHARITY

The events run by the Friends of Thames Ditton Junior School are true community events, with the active involvement of staff, parents, pupils and local businesses, as sponsors/prize donors. Local community media have also been actively engaged in promoting events.

Parental feedback indicates that FTDJS events go from strength to strength, and are appreciated by the school community as landmarks in the social year of the school.

FTDJS continues to fund important and valued projects for the school, improving the overall school environment for learning and play, and enriching children's experience of their time at TDJS.

Going forward, the emphasis will continue to be on full community engagement and enjoyment, while raising valuable funds to meet needs which cannot be accommodated with available government funding.

***Marie Jago , Chair August 2020 to August 2021
Report Date – January, 2022***



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of Thames Ditton Junior School

1123621

Receipts and payments accounts

CC16a

For the period
from

01/09/2020

To

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 £
A1 Receipts					
Donations, legacies and Grants	471	36,055	-	36,526	38,415
Fundraising events	7,629	-	-	7,629	17,763
Interest and dividends	1	-	-	1	17
Gift Aid	-	-	-	-	12,218
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	8,101	36,055	-	44,156	68,413
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	8,101	36,055	-	44,156	68,413
A3 Payments					
Cost of fundraising events	936	-	-	936	6,639
General expenses	123	-	-	123	1,930
Purchases for school	551	-	-	551	52,562
Donations and Grants	-	207,397	-	207,397	17,278
Accountant cost	450	-	-	450	450
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	2,060	207,397	-	209,457	78,859
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,060	207,397	-	209,457	78,859
Net of receipts/(payments)	6,041	- 171,342	-	- 165,301	- 10,446
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	34,062	184,052	-	218,114	228,560
Cash funds this year end	40,103	12,710	-	52,813	218,114

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	Cash at bank	39,411	12,710	-
	Cash	692	-	-
		-	-	-
	Total cash funds	40,103	12,710	-
	(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	Gift aid claim	-	24,268	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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	Other expenses	Unrestricted	462	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of Thames Ditton Junior School

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		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
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		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Other expenses	Unrestricted	462	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	