



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2021 Period start date To 31/08/2022 Period end date

Charity name: Buttsbury Junior School Friends Association

Charity registration number: 1128855

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To support the educational and development needs of our Junior School children by working as a parent group to raise funds for equipment, toys, events and new technologies that can be used by our children.
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	<p>The focus of our activities are family-friendly events run mainly on the school site. Each year we run Summer and Christmas Fayres featuring tombolas, refreshments, bouncy castles, raffles and other traditional stalls. Our events are run by volunteer parents, grandparents and teaching staff with donations of prizes from parents and local businesses. We occasionally gain fund-matching or contributions where our parents are employed at businesses that support this activity. In between, we use smaller activities to raise money, such as discos and film nights.</p> <p>The Friends Association (FA) works closely with the school leadership team and a representative from the teaching staff attends our meetings to ensure our ideas are appropriate and timely for the school.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

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>The Friends Association has been able to fund SEN resources, clever touchboards, child First Aid courses, Year 6 leavers activities, activities for the children to celebrate the Queen's jubilee and improvements to the school play area.</p> <p>As the school has a constant 'wish list' for us to fund, it means parents volunteering at our events can see their efforts rewarded with their own children experiencing the benefits.</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	

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The FA have been able to organise a full suite of fundraising events in the year after COVID restrictions were lifted. This has facilitated the purchase of (amongst other things) books and a play area for the school, whilst retaining a strong cash position at the end of the reporting period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A minimum balance of £5,000 is retained in order to fund the larger events ahead of proceeds being received.
Amount of reserves held	Para 1.22	£23,494.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Unincorporated Association
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	Trustees traditionally consist of the Joint Chairs of the fund raising committee, the Head Teacher plus another member of the teaching staff. These are approved at the AGM.

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	Buttsbury Junior School Friends Association
Other name the charity uses	
Registered charity number	1128855
Charity's principal address	Buttsbury Junior School Norsey View Drive Billericay Essex CM12 ONX

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	Claire Ivimy	Joint Chair		
2	Helen Shipway	Joint Chair		
3	Noemi Boulwood	Joint Chair		
4	Freyja Ginn	Treasurer		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

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

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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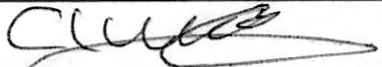
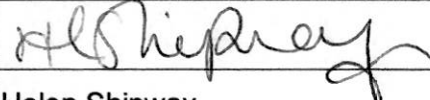
Other optional information

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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)		
Full name(s)	Claire Ivimy	Helen Shipway
Position (eg Secretary, Chair, etc)	Joint Chair	Joint Chair

Date 28th June 2023.



Receipts and payments accounts

CC16a

For the period
from

01/09/2021

To

31/08/2022

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Autumn Disco	3,420	-	-	3,420	-
Autumn Film night	1,839			1,839	-
Christmas bazaar	6,037			6,037	4,883
Christmas Cards	2,955			2,955	2,881
Christmas Shop	2,744			2,744	1,839
Christmas Raffle	-			-	601
Cash for clobber	-			-	148
Spring Disco	2,796			2,796	-
Spring Film night	1,233			1,233	-
Bingo	847			847	-
Hoodies Yr 4 and 5	3,636			3,636	-
Hoodies Yr 6	2,242			2,242	-
Leavers T-shirts	-			-	2,674
Mothers Day	2,252			2,252	2,152
Summer Disco	2,314			2,314	-
Summer Bonanza	7,344			7,344	2,901
Father's Day	2,018			2,018	2,180
Ice cream stall	436			436	-
Easter Raffle	621			621	1,219
wacky hair day	301			301	255
Break the rules day	1,055			1,055	869
Easyfunding	47			47	
Adventure Island	3,974			3,974	2,334
Parent donation					500
Sub total (Gross income for AR)	48,111	-	-	48,111	25,436
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	48,111	-	-	48,111	25,436
A3 Payments					
Autumn Disco	1,089	-	-	1,089	-
Autumn Film night	273	-	-	273	-
Christmas bazaar	816	-	-	816	403
Christmas Cards	2,252	-	-	2,252	1,948
Christmas Shop	1,741	-	-	1,741	1,213
Christmas Raffle	-	-	-	-	67
Cash for clobber	-	-	-	-	-
Spring Disco	1,387	-	-	1,387	-
Spring Film night	311	-	-	311	-
Bingo	297	-	-	297	-
Hoodies Yr 4 and 5	2,999	-	-	2,999	-
Hoodies Yr 6	1,827	-	-	1,827	-
Leavers T-shirts	-	-	-	-	1,890
Mothers Day	1,250	-	-	1,250	1,435
Summer Disco	533	-	-	533	-
Summer Bonanza	1,361	-	-	1,361	587
Father's Day	1,240	-	-	1,240	1,420
Ice cream stall	163	-	-	163	-
Easter Raffle	-	-	-	-	84
wacky hair day	-	-	-	-	-
Break the rules day	-	-	-	-	-
Inflatables - event postponed to Sept	167			167	
Adventure Island	1,000	-	-	1,000	-
Year groups and Senco	2,500	-	-	2,500	2,000
Books	6,489	-	-	6,489	1,031
CCXX R1 accounts (SS)		1			30/06/2023

First Aid lessons	900	-	-	900	900
Christmas crackers	76	-	-	76	110
Playground equipment	291	-	-	291	-
Play area		-	-	-	-
clever touchboard	2,430			2,430	2,400
Indoor Gym					13,511
Year 6 Leavers Events and Caps	512	-	-	512	640
Misc - permits. Parntkind, stationary	140			140	220
Stock for next year's events	292			292	646
Jubilee events	757	-	-	757	-
	33,093	-	-	33,093	30,505

A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-

Total payments	33,093	-	-	33,093	30,505
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Net of receipts/(payments)	15,018	-	-	15,018	- 5,069
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	8,476	-	-	8,476	13,545
Cash funds this year end	23,494	-	-	23,494	8,476

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	Lloyds Bank cash account	18,708	-	-
	Cash	4,786	-	-
		-	-	-
	Total cash funds	23,494	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

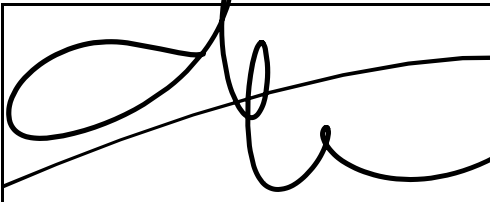
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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
	Claire Ivimy	30.06.23
		30/06/2023



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

Buttsbury Junior School Friends Association

**On accounts for the year
ended**

31st August 2022

**Charity no
(if any)**

1128855

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 / 2022**.

**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:

J. Shotton

Date:

30.6.2023

Name:

JASON SHOTTOW

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

Address:

21 OSLO GROVE, BIRCHES HEAD,
STOKE-ON-TRENT, ST16 4LP

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.