



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2022 Period start date To 31/08/2023 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 Fairs featuring tombola's, refreshments, raffles and other traditional stalls. Our events are run by volunteer parents, grandparents and teaching staff with donation of prizes from 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 works closely with the school leadership team and a representative from the teaching staff attends out 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 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, Laptops, Benches, Year 6 leavers day and provide activities for the Children to celebrate the Kings Coronation.</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	
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	The Parent's association has been able to organise a full suite of fundraising events. This has facilitated the purchase of laptops, whilst retaining a strong 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 to fund the larger events ahead of proceeds being received.
Amount of reserves held	Para 1.22	£15,367
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 Joint Chairs of the fund-raising committee and Treasurer. 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 CM12 0NX

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 Shipman	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

Corporate practices - 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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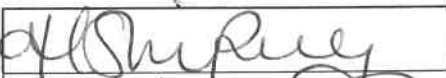
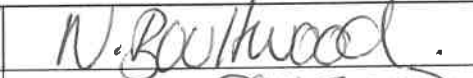
Other optional information

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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)	HELEN SHIPWAY	N. BOULWOOD
Position (eg Secretary, Chair, etc)	CHAIR	CHAIR
Date	1 MARCH 24	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Buttsbury Junior School Friends Association

No (if any)
1128855

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/09/2022

To

Period end date
31/08/2023

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					
Inflatables (Delayed Event)	1,159	-	-	1,159	3,420
Autumn Disco	3,207			3,207	
Autumn Film Night	1,506	-	-	1,506	1,839
Halloween Lunchtime Games	172			172	
Christmas Bazaar	6,554			6,554	6,037
Christmas Cards	2,827			2,827	2,955
Christmas Shop	2,205			2,205	2,744
Xmas Lunchtime	570			570	
Spring Disco	2,825			2,825	2,796
Spring Film Night	1,396			1,396	1,233
Bingo	836			836	847
Hoodies Yr4 and 5	2,257			2,257	3,636
Hoodies Yr 6	2,616			2,616	2,242
School Sleepover	726			726	
Mother's Day	2,454			2,454	2,252
Easter Competition	812			812	
Summer Disco	2,470			2,470	2,314
Summer Bonanza	6,849	-	-	6,849	7,344
Father's Day	2,364	-	-	2,364	2,018
Ice Cream Stall	-	-	-	-	436
Easter Raffle	-	-	-	-	621
Wacky Hair Day	267	-	-	267	301
Break the Rules Day	655	-	-	655	1,055
Easyfunding	207	-	-	207	47
Adventure Island	3,193	-	-	3,193	3,974
Uniform Sales	97	-	-	97	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	48,224	-	-	48,224	48,111
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	48,224	-	-	48,224	48,111

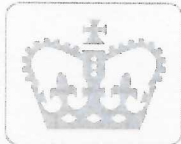
A3 Payments

Inflatables (Delayed Event)	237	-	-	237	-
Autumn Disco	1,701			1,701	1,089
Autumn Film Night	348			348	273
Halloween Lunchtime Games	12			12	-
Christmas Bazaar	957			957	816
Christmas Cards	2,246			2,246	2,252
Christmas Shop	1,480			1,480	1,741
Xmas Lunchtime	23			23	-
Spring Disco	769			769	1,387
Spring Film Night	333			333	311
Bingo	368			368	297
Hoodies Yr4 and 5	1,884			1,884	2,999
Hoodies Yr 6	2,130			2,130	1,827
Mother's Day	1,352			1,352	1,250
Easter Competition	21			21	-
Summer Disco	1,180			1,180	533
Summer Bonanza	2,326			2,326	1,361
Father's Day	1,327			1,327	1,240
Ice Cream Stall	-	1		-	23/07/202463

Inflatables (Event postponed to Sept)	-	-	-	-	167
Adventure Island	2,419	-	-	2,419	1,000
Uniform Sales	3			3	-
Year Groups and Senco	3,500	-	-	3,500	2,500
Books	2,663	-	-	2,663	6,489
First Aid Lessons	900	-	-	900	900
Christmas Crackers	181			181	76
Playground Equipment	-			-	291
Clever Touchboard	-			-	2,430
Science Workshop	1,200			1,200	-
Yoga	200			200	-
Orienteering	700			700	-
Benches	1,718			1,718	-
Netball Kits/Basketballs	912			912	-
Coronation Celebration	275			275	-
Themes Week	1,934			1,934	-
Laptops	8,137			8,137	-
Shed	971			971	-
Year 6 Leavers Events and Caps	1,264			1,264	512
Misc	906	-	-	906	140
Stock (for next years' events)	115	-	-	115	292
Jubilee Events	-	-	-	-	757
Sub total	46,692	-	-	46,692	33,093
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	46,692	-	-	46,692	33,093
Net of receipts/(payments)	1,532	-	-	1,532	15,018
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	14,836	-	-	14,836	8,476
Cash funds this year end	16,368	-	-	16,368	23,494

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		-	-	-
		-	-	-
		-	-	-
	Total cash funds	-	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	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	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Buttsbury Junior School Friends Association

On accounts for the year
ended

31 August 2023

Charity no
(if any)

1128855

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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:

Stephen Hawes

Date:

18/07/2024

Name:

Stephen Hawes

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

FCCA

Address:

198 Stock Road

Billericay
Essex

CM12 0SH

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.