



## Trustees' Annual Report for the period

|      |                   |    |      |                 |    |    |      |
|------|-------------------|----|------|-----------------|----|----|------|
|      | Period start date |    |      | Period end date |    |    |      |
| From | 01                | 09 | 2024 | To              | 31 | 08 | 2025 |

### Section A

### Reference and administration details

Charity name

FRIENDS OF HEMPSTEAD JUNIOR SCHOOL

Other names charity is known by

Registered charity number (if any)

1129327

Charity's principal address

c/o Hempstead Junior School,

Birch Grove,

Gillingham, Kent

Postcode

ME7 3HJ

### 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  | Jennifer Paine    | Chair (current) | From 17 <sup>th</sup> July 2025                             |                                                               |
| 2  | Jenna Marshall    | Vice Chair      | From 17 <sup>th</sup> July 2025                             |                                                               |
| 3  | Marian Brown      | Treasurer       | From 17 <sup>th</sup> July 2025                             |                                                               |
| 4  | Michelle Ratcliff | Secretary       | From 8 <sup>th</sup> February 2026                          |                                                               |
| 5  | Jo Gambell        | Chair           | Until 17 <sup>th</sup> July 2025                            |                                                               |
| 6  | Helen Morley      | Treasurer       | Until 17 <sup>th</sup> July 2025                            |                                                               |
| 7  | Laura Summers     | Secretary       | Until 17 <sup>th</sup> July 2025                            |                                                               |
| 8  | Rachel Hills      |                 | Until 17 <sup>th</sup> July 2025                            |                                                               |
| 9  | Hayley Watson     | Chair           | 17 <sup>th</sup> July 2025 to 8 <sup>th</sup> February 2026 |                                                               |
| 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 |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

**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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## Section B Structure, governance and management

**Description of the charity's trusts**

|                                                                     |                                                                     |
|---------------------------------------------------------------------|---------------------------------------------------------------------|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution adopted 6 <sup>th</sup> March 2009                     |
| How the charity is constituted<br>(eg. trust, association, company) | Unincorporated association                                          |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Trustees are appointed or reappointed at an Annual General Meeting. |

**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.

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## Section C Objectives and activities

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

To advance the education of pupils in the 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.

**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)**

In planning the activities for the year, the Charity Commission's guidance on public benefit was kept in mind at the trustee meetings. Events such as discos, an inflatables day, Mothers and Fathers day and Elfridges sales to name a few, were arranged in order to raise funds to support the school, provide equipment and advance the education of pupils. We also incorporated some new ideas such as the cream teas at the end of year school picnic.

#### **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.

We'd like to thank all the parents, carers, school staff, and volunteers who turned up, ran stalls, wrapped hampers, bought raffle tickets, wrapped presents or helped out in any way – thank you! You've made such a difference.

## **Section D**

## **Achievements and performance**

**Summary of the main achievements of the charity during the year**

We're proud that funds raised went straight back into the school to benefit the children. Here's just some of what your support helped us fund this year:

- The fantastic new outdoor gym equipment, which has been a huge hit with the children
- Fun and educational workshops for all year groups
- Support for Science Week to keep curiosity and learning alive
- A wide range of resources including books, math's equipment, glue guns, brush pens, and microphones
- A brilliant school pantomime – which is always a highlight for the kids!
- Sport medals and trophies to celebrate effort and achievement
- Easter and Christmas treats for every class – a little magic during the holidays
- Help with the No Child Goes Cold initiative, ensuring no pupil is left out due to hardship
- A wonderful send-off for our Year 6 leavers with autograph books and a memorable disco

## Section E Financial review

### Brief statement of the charity's policy on reserves

Cash at bank and in the float at 31<sup>st</sup> August 2025 was £2.3k in unrestricted funds. The main financial risk to the charity is reduced participation in events leading to lower funds available to support the school. There are only minimal operational costs.

### Details of any funds materially in deficit

Not applicable

### 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

|                                     |                |                |
|-------------------------------------|----------------|----------------|
| Full name(s)                        | Jennifer Paine | Jenna Marshall |
| Position (eg Secretary, Chair, etc) | Chair          | Vice Chair     |
| Date                                | 05/06/26       |                |

**Friends of Hempstead Junior School****Charity Number 1129327****Receipts and Payments Accounts for the Period from 1st September 2024 to 31st August 2025****Section A Receipts and payments**

|                                    | Unrestricted funds<br>to the nearest £ | Restricted<br>funds to the<br>nearest £ | Endowment<br>funds to the<br>nearest £ | Total funds to<br>the nearest £ |
|------------------------------------|----------------------------------------|-----------------------------------------|----------------------------------------|---------------------------------|
| <b>A1 Receipts</b>                 |                                        |                                         |                                        |                                 |
| Donations and grants               | 3,155                                  | 750                                     |                                        | 3,905                           |
| Fundraising Events                 | 22,624                                 |                                         |                                        | 22,624                          |
| <b>Total Receipts</b>              | <b>25,779</b>                          | <b>750</b>                              | <b>-</b>                               | <b>26,529</b>                   |
| <b>A3 Payments</b>                 |                                        |                                         |                                        |                                 |
| Cost of fundraising events         | 11,736                                 |                                         |                                        | 11,736                          |
| Payments to school                 | -                                      | 20,883                                  |                                        | 20,883                          |
| Administrative Costs               | 197                                    |                                         |                                        | 197                             |
| <b>Total Payments</b>              | <b>11,933</b>                          | <b>20,883</b>                           | <b>-</b>                               | <b>32,816</b>                   |
| <b>Net of receipts/(payments)</b>  | <b>13,846</b>                          | <b>(20,133)</b>                         | <b>-</b>                               | <b>(6,287)</b>                  |
| <b>A5 Transfers Between Funds</b>  | <b>(20,133)</b>                        | <b>20,133</b>                           |                                        | <b>-</b>                        |
| <b>A6 Cash funds last year end</b> | <b>8,566</b>                           |                                         |                                        | <b>8,566</b>                    |
| <b>Cash funds this year end</b>    | <b>2,279</b>                           | <b>-</b>                                | <b>-</b>                               | <b>2,279</b>                    |

**Section B Statement of assets and Liabilities at the end of the period**

|                         | Unrestricted<br>funds to the<br>nearest £ | Restricted<br>funds to the<br>nearest £ | Endowment<br>funds to the<br>nearest £ |
|-------------------------|-------------------------------------------|-----------------------------------------|----------------------------------------|
| <b>Cash funds</b>       |                                           |                                         |                                        |
| Cash at bank            | 2,079                                     |                                         |                                        |
| Cash in float           | 200                                       |                                         |                                        |
| <b>Total cash funds</b> | <b>2,279</b>                              |                                         |                                        |

**Signed (on behalf of all the trustees)**Jenna Marshall**Date**05/06/2026

## **FRIENDS OF HEMPSTEAD JUNIOR SCHOOL**

### **INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2025**

I report to the trustees on my examination of the accounts of Friends of Hempstead Junior School (the Charity) for the year ended 30 August 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 all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Steven Slater FCA

Dated: 10/06/26

33 Olyffe Avenue, Welling, DA16 3HZ