

# FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

England & Wales · Charity number 1131144

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2009-08-14

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Putney School of Art and Design  
Oxford Road  
Putney  
SW15 2LQ

**Phone** 07980578233

**Email** [friendsofpsad@gmail.com](mailto:friendsofpsad@gmail.com)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE LONDON BOROUGH OF WANDSWORTH IN THE VISUAL ARTS BY SUPPORTING, PROMOTING AND ENHANCING PUTNEY SCHOOL OF ART AND DESIGN AS A CENTRE FOR ADULT AND COMMUNITY LEARNING. TO SUPPORT AND ENCOURAGE THE GROWTH OF THE SCHOOL IN ITS OFFER OF EDUCATION AND HIGH QUALITY LEARNING IN THE VISUAL ARTS.

**Activities:** The Friends of PSAD carry out educational activity in the field of the arts including organising lectures and masterclasses. The charity also undertakes exhibitions to enable local amateur artists display their work to the general public. Fund raising activities are undertaken to enable the Art School to improve facilities, purchase equipment and develop its library.

## Classification

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- **How:** Makes Grants To Individuals, Provides Other Finance, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Arts/culture/heritage/science, Recreation
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** WANDSWORTH
- Wandsworth

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-08	£42,299	£32,855	-	-
2024-09-08	£31,054	£21,495	-	-
2023-09-08	£30,929	£26,754	-	-
2022-09-08	£25,038	£33,636	-	-
2021-09-08	£7,046	£12,584	-	-
2020-09-08	£17,113	£9,655	-	-

## Trustees

Name	Role	Appointed
<b>Clare Frankl-Bertram</b>	Chair	2015-11-14
Damaris Albarran		2023-11-11
Dr Carolyn McMillan		2016-11-12
Elizabeth Diana Duthie		2026-01-31
Nicolasina Anna Gerardina Hollingworth		2021-11-13
Sniez Torbarina		2022-11-12
VICKI GARTHWAITE		

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

England & Wales - Charity number 1131144

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# Accounts

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Friends of

**Putney  
School  
of Art &  
Design**

Unaudited Financial Statements  
For the Year Ended 8th September 2025

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### Background

The Friends of Putney School of Art & Design (PSAD) is a registered charity founded in 2009 to carry out educational activity in the field of the arts including organising lectures and masterclasses. The charity also undertakes exhibitions to enable local amateur artists to display their work to the general public. Fund raising activities are undertaken to enable PSAD to improve facilities, purchase equipment and develop its library.

<u>Trustee Name</u>	<u>Role</u>	<u>Date of appointment</u>
Clare Frankl-Bertram	Chair	2015
Damaris Albarran	Treasurer	2023
Vicki Garthwaite		
Nicole Hollingworth		2021
Dr Carolyn McMillan	Secretary	2016
Sniesz Torbarina	Media	2022

### Trustees' Report on the Financial Year to 8<sup>th</sup> September 2025

The accounts for the year ended 8 September 2025 reflect a year in which the Friends of Putney School of Art and Design (PSAD) raised funds primarily through organizing the popular Christmas Fair in the School and also Putney Art, held in the Exchange Shopping Centre. While the latter raises much less than the former, it enhances the profile of the School and gives students another opportunity to sell their work. We also provided two lectures, one on Romanticism and another on Sieneese art to coincide with the exhibition at the National Gallery, and three workshops with potters Janette Fry and Miae Kim and with artist and printmaker Melanie Bellis.

During the year and finishing in the autumn, we organized and funded an exciting new initiative - the Re'stilling Project - which involved students and staff creating ceramic tiles which were then mounted on boards and hung in strategic places around both buildings, bringing colour and interest to what were previously blank walls. We are particularly grateful to Nicole Hollingworth for spearheading this wonderful initiative.

A comprehensive breakdown of income and expenditure for the year is given in these accounts. Overall 2024/25 shows that income from our usual activities declined slightly but this was more than compensated for by a very generous donation of over £13,000 from Leslie Laurans, an alumna who now lives in the USA.

The balance on reserves at the year-end was £37,563, of which £35,891 was cash on deposit. During the year we donated £15,596 to pay for various items in the School, including an A2 Press and improvements in the Sculpture Studio as well as contributions to two bursaries for students who are on income support.

Since the financial year-end we have donated more than £21,000, including the funds we received from Leslie, to set up a new ceramics studio for potters who wish to work independently, thus freeing up space in classes for those who do require tuition. The studio will bear Leslie's name.

We would like to thank all the volunteers and other helpers who contributed to making the year such a success.



STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 8<sup>th</sup> SEPTEMBER 2025 (UNAUDITED)

	Unrestricted Funds £	Restricted Funds £	08.09.25 Total Funds £	08.09.24 Total Funds £
<b>1) Incoming Resources</b>				
Donations Received	54	13,759	13,813	38
Membership	4,746	-	4,746	5,626
Christmas Fair	10,881	-	10,881	11,187
Putney Art Fair	8,182	-	8,182	7,668
Workshops	2,319	-	2,319	2,888
Other events (note 1)	300	-	300	2,538
Merchandise (note 2)	461	-	461	368
Gift Aid & bank interest	1,163	-	1,163	741
<b>Total receipts</b>	<b>28,106</b>	<b>13,759</b>	<b>41,865</b>	<b>31,054</b>
<b>2) Resources Expended</b>				
Christmas Fair	3,447	-	3,447	3,434
Putney Art Fair	6,879	-	6,879	6,116
Workshops	1,667	-	1,667	1,689
Other events (note 1)	1,776	-	1,776	1,100
Merchandise (note 2)	530	-	530	1,395
Lectures	687	-	687	571
Printing & stationery	0	-	0	604
Website & comms (note 3)	2,037	-	2,037	1,620
Donations to PSAD (note 4)	15,596	-	15,596	4,268
Financial costs	236	-	236	553
Trustee expenses (note 5)	<u>0</u>	-	<u>0</u>	<u>145</u>
<b>Total charitable expenditure</b>	<b>32,855</b>		<b>32,855</b>	<b>21,495</b>
<b>3) Net Receipts</b>	<b>(4,749)</b>	<b>13,759</b>	<b>9,010</b>	<b>9,559</b>
Interest Income	434	-	434	339
<b>Total Net Receipts</b>	<b>(4,315)</b>	<b>13,759</b>	<b>9,444</b>	<b>9,898</b>



STATEMENT OF ASSETS AND LIABILITIES AS AT 8<sup>th</sup> SEPTEMBER 2025 (UNAUDITED)

	Unrestricted Funds £	Restricted Funds £	08.09.25 Total Funds	08.09.24 Total Funds £
<b>1) Current Assets</b>				
Cash at Bank	22,132	13,759	35,891	26,447
Stock	1,672	-	1,672	1,583
<b>Total Assets</b>	<b>23,804</b>	<b>13,759</b>	<b>37,563</b>	<b>28,030</b>
<b>2) Represented by:</b>				
Opening Cash Balance	26,447	-	26,447	16,549
Total Net Receipts	(4,315)	13,759	9,444	9,898
Closing Cash Balance	<b>22,132</b>	<b>13,759</b>	<b>35,891</b>	<b>26,447</b>
Stock	1,672	-	1,672	1,583
<b>Total Reserves</b>	<b>23,804</b>	<b>13,759</b>	<b>37,563</b>	<b>28,030</b>

Clare Frankl-Bertram, Chair

20 January 2026

Damaris Albarran, Honorary Treasurer

Bankers: HSBC



## Notes to the Accounts for the year ended 8 September 2025

### Accounting Policies

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, 'Accounting and Reporting by Charities', issued in March 2005 and the Charities Act 2011.

a) **Basis of Accounting**

The accounts have been prepared under the historical cost convention and on a cash accounting basis.

b) **Subscriptions and Donations**

Subscriptions and donations are taken to income when received.

### Creditors

There were no creditors as at 8<sup>th</sup> September 2025

### Emoluments

No trustee or member of the Executive Committee received emoluments in 2024/25.

### Reserves

We have adopted a reserves policy in accordance with the Charity Commission's recommendations, currently at a level of c.£5,000, and believe this is more than sufficient given our low overheads.

### Taxes

As a charity registered with both the Charity Commission and HMRC we are not subject to income tax.

### Unrestricted and Restricted Funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. While initially Unrestricted, the donation monies from Ms. Laurans were designated as Restricted once it was agreed with her that they would be spent on equipping a new studio bearing her name. Therefore Restricted Funds amounting to £13,759 were held at the end of the financial year: they have since been spent, along with £7,675 of Unrestricted monies, on equipping the new studio.

### Notes

- 1) **Other events:** The other events held during the year were the Summer Party, a sale of etchings and the Re'stling Project, which was completed post balance sheet.
- 2) **Merchandise:** £490 of merchandise sales are included in the income figures for the Christmas Fair, making total sales of merchandise for the year £951.
- 3) **Website & communications:** This was primarily the addition of a membership plug-in to the new website costing £1,392.
- 4) **Donations:** During the year we donated £15,596 to pay for various items in the School, including an A2 Press and improvements in the Sculpture Studio as well as contributions to two bursaries to help students on income support. Since the financial year-end we have spent more than £21,000, including the donation we received from Leslie Laurans, on the new studio for potters who wish to work independently.
- 5) **Trustee expenses:** There were no trustee expenses.



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

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I report on the accounts of the charity for the year ended 8th September 2025, which are set out on pages 3-5.

**Respective responsibilities of Trustees and Examiner**

The charity's trustees 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 report**

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 seeks explanations from you, as trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required of 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:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Richard Weaver*

Richard Weaver FCA

*20th January 2026*

Date

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

England & Wales - Charity number 1131144

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# Accounts

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Friends of

**Putney  
School  
of Art &  
Design**

Unaudited Financial Statements  
For the Year Ended 8th September 2024

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Charity Number 1131144



### Background

The Friends of Putney School of Art & Design (PSAD) is a registered charity founded in 2009 to carry out educational activity in the field of the arts including organising lectures and masterclasses. The charity also undertakes exhibitions to enable local amateur artists to display their work to the general public. Fund raising activities are undertaken to enable PSAD to improve facilities, purchase equipment and develop its library.

<u>Trustee Name</u>	<u>Role</u>	<u>Date of appointment</u>
Clare Frankl-Bertram	Chair	2015
Damaris Albarran	Treasurer	2023
Vicki Garthwaite		
Nicole Hollingworth		2021
Dr Carolyn McMillan	Secretary	2016
Sniesz Torbarina	Media	2022

### Trustees' Report on the Financial Year to 8<sup>th</sup> September 2024

The accounts for the year ending 2024 reflect a year in which the Friends of Putney School of Art and Design (PSAD) carried out a familiar range of activities: lectures, workshops, the Christmas Fair held in the School, and Putney Art, held in the Exchange Shopping Centre.

Income from our activities was invested in purchasing new equipment for the school and in merchandise promoting PSAD. The focus this year has been on helping to ensure the success of the new premises in Disraeli Road and developing new opportunities in the main school. In addition the Friends continue supporting the student bursary scheme to widen access to the school.

A comprehensive breakdown of income and expenditure for the year is given in these accounts. Overall 2023/24 shows a return to a steady state after the slow period of recovery from the COVID years.

The Christmas Fair had a very successful year. Commission on art sales from Putney Art did not achieve the spectacular level of the previous year but it remains a very successful event. Lectures and Workshops show a small return in the accounts, in line with our aim only to break even on these events. This is a fine balancing act dependent on tutor fees and other expenses. The uptake on the workshops has been good, reflecting the quality of tutors we have been able to attract. Pottery workshops are particularly popular. Lectures continue to be successful and popular with good levels of attendance. Merchandising is settling into a steady earner which should show growing returns in the future.

Core expenses (printing, postage and stationery) continue to reduce with the successful development of social media, our website and email.

The balance on reserves at the year end was £28,030. During the year we invested £3,518 from our net income in items for the school. We have since spent £14,691 on further items and given substantial undertakings for expenditure in the coming year, all of which will be drawn from our current funds. Details of items acquired and in the pipeline will be reported at the AGM. The bursary scheme is an ongoing commitment to help students on income support.



STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 8<sup>th</sup> SEPTEMBER 2024 (UNAUDITED)

	Unrestricted Funds £	Restricted Funds £	08.09.24 Total Funds £	08.09.23 Total Funds £
<b>1) Incoming Resources</b>				
Donations	38	-	38	334
Membership	5,626	-	5,626	6,092
Christmas Fair	11,187	-	11,187	9,238
Putney Art Fair	7,668	-	7,668	11,499
Workshops	2,888	-	2,888	2,675
Other events (note 1)	2,538	-	2,538	79
Merchandise (note 2)	368	-	368	338
Gift Aid	741	-	741	674
<b>Total receipts</b>	<b>31,054</b>	<b>-</b>	<b>31,054</b>	<b>30,929</b>
<b>2) Resources Expended</b>				
Christmas Fair	3,434	-	3,434	4,301
Putney Art Fair	6,116	-	6,116	6,727
Workshops	1,689	-	1,689	1,678
Other events (note 1)	1,100	-	1,100	-
Merchandise (note 2)	1,395	-	1,395	1,056
Lectures	571	-	571	541
Printing & stationery	604	-	604	630
Website & comms (note 3)	1,620	-	1,620	1,401
Donations (note 4)	4,268	-	4,268	9,603
Financial costs	553	-	553	-
Trustee expenses (note 5)	145	-	145	817
<b>Total charitable expenditure</b>	<b>21,495</b>	<b>-</b>	<b>21,495</b>	<b>26,754</b>
<b>3) Net Receipts</b>	<b>9,559</b>	<b>-</b>	<b>9,559</b>	<b>4,175</b>
Interest Income	339	-	339	77
<b>Total Net Receipts</b>	<b>9,898</b>	<b>-</b>	<b>9,898</b>	<b>4,252</b>



STATEMENT OF ASSETS AND LIABILITIES AS AT 8<sup>th</sup> SEPTEMBER 2024 (UNAUDITED)

	Unrestricted Funds £	Restricted Funds £	08.09.24 Total Funds	08.09.23 Total Funds £
<b>1) Current Assets</b>				
Cash at Bank	26,447	-	26,447	16,549
Stock	1,583	-	1,583	1,144
<b>Total Assets</b>	<b>28,030</b>	<b>-</b>	<b>28,030</b>	<b>17,693</b>
<b>2) Represented by:</b>				
Opening Cash Balance	16,549	-	16,549	12,297
Total Net Receipts	9,898	-	9,898	4,252
Closing Cash Balance	<b>26,447</b>		<b>26,447</b>	<b>16,549</b>
Stock	1,583		1,583	1,144
<b>Total Reserves</b>	<b>28,030</b>		<b>28,030</b>	<b>17,693</b>

Clare Frankl-Bertram, Chair

Damaris Albarran, Honorary Treasurer

Bankers: HSBC



STATEMENT OF ASSETS AND LIABILITIES AS AT 8<sup>th</sup> SEPTEMBER 2024 (UNAUDITED)

	Unrestricted Funds £	Restricted Funds £	08.09.24 Total Funds	08.09.23 Total Funds £
<b>1) Current Assets</b>				
Cash at Bank	26,447	-	26,447	16,549
Stock	1,583	-	1,583	1,144
<b>Total Assets</b>	<b>28,030</b>	<b>-</b>	<b>28,030</b>	<b>17,693</b>
<b>2) Represented by:</b>				
Opening Cash Balance	16,549	-	16,549	12,297
Total Net Receipts	9,898	-	9,898	4,252
Closing Cash Balance	<b>26,447</b>		<b>26,447</b>	<b>16,549</b>
Stock	1,583		1,583	1,144
<b>Total Reserves</b>	<b>28,030</b>		<b>28,030</b>	<b>17,693</b>

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Clare Frankl-Bertram, Chair

*D. Albarran*

Damaris Albarran, Honorary Treasurer

Bankers: HSBC



## Notes to the Accounts for the year ended 8 September 2024

### Accounting Policies

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, 'Accounting and Reporting by Charities', issued in March 2005 and the Charities Act 1993.

a) **Basis of Accounting**

The accounts have been prepared under the historical cost convention and on a cash accounting basis.

b) **Subscriptions and Donations**

Subscriptions and donations are taken to income when received.

### Creditors

There were no creditors as at 8<sup>th</sup> September 2024

### Emoluments

No trustee or member of the Executive Committee received emoluments in 2023/24.

### Reserves

We have adopted a reserves policy in accordance with the Charity Commission's recommendations, currently at a level of c. £5,000.

### Taxes

As a charity registered with both the Charity Commission and HMRC we are not subject to income tax.

### Unrestricted and Restricted Funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. There were no restricted funds at the end of the financial year to 8<sup>th</sup> September 2024.

### Notes

- 1) **Other events:** The other event held during the year was the sale of works by the artist Gwen Spence.
- 2) **Merchandise:** Some merchandise sales are included in the income figures for the Christmas Fair (£364) and Putney Art (£115), for total sales of £847 for the year.
- 3) **Website & communications:** This was primarily the new website (£1,032).
- 4) **Donations:** Donations were principally to PSAD (£3,518), mainly for a pugmill for the pottery studio costing £2,795. The other donation was a prize of £750 for the winner of a competition to design a sculpture for the fountain in Coronation Gardens. Further donations to PSAD amounting to c.£14,691 were made in October 2024, to pay for A2 presses and equipment for the Sculpture Studio.
- 5) **Trustee expenses:** In the financial year to 8th September 2023 some of the charity's general expenses were misclassified as trustee expenses.



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

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I report on the accounts of the charity for the year ended 8th September 2024, which are set out on pages 3-5.

**Respective responsibilities of Trustees and Examiner**

The charity's trustees 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 report**

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 seeks explanations from you, as trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required of 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:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Richard Weaver*

*11th November 2024*

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Richard Weaver FCA

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Date

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

England & Wales - Charity number 1131144

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# Accounts

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## FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

### TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 8<sup>th</sup> SEPTEMBER 2023

The accounts for the year ending September 2023 reflect a very successful year for the Friends. Income from all activities went up to £30,929 compared with £25,039 the previous year.

Income from membership increased again to £6,092 this year compared with £5,112 last year. Most membership subscriptions are now paid through the website or on our card reader machines which facilitates payments. The Christmas fair made a surplus of nearly £5,000 compared with £3,500 the previous year. The Summer exhibition at Putney Exchange goes from strength to strength. This year there were sales of £11,500 compared with £9,600 the previous year. There was a surplus of over £3,000 compared with £2,500 the year before. Merchandise continues to sell steadily. (The sales as stated are underestimated in the accounts as sales at the Christmas fair and Putney exhibition are included in their income). We also raise over £1000 each year from gift aid and donations including those made through JustGiving, Easyfundraising and AmazonSmile.

This year the Friends have transferred £9,600 to the School to purchase items to support their activities. This includes further support for the new campus including dry racks and pottery wheels, a new Aquatint for the print room and a studio radial easel. This is less than the £21,000 we transferred over the previous year which helped the School to open the new campus and was possible as we had been building up our reserves over the previous years. We also help the School by supporting the Xmas and Summer parties.

Our aim is also to support the students. This year the workshop programme has resumed properly and made a modest surplus of £1,000. The lecture programme has also resumed: this is a benefit for members and does not cover its costs. Although we now mainly communicate with members through our website and on-line newsletter, there are still some printing costs for leaflets publicising the workshops, lectures, fairs and exhibitions. The Friends have also invested in 2 new standalone card reader machines. These are more flexible than the older card-readers which had to be connected to mobile phones. At the Christmas fair and during the Putney exhibition all four machines are in use and it also means that card-readers can be left with the School offices to facilitate sales of our merchandise, workshops and art works displayed for the Christmas fair.

A comprehensive breakdown of income and expenditure for the year is given in notes 2 and 3 to the account.

Reserves at the year end were £17,693 compared with £13,441 at the year end 2022. There was a modest surplus of £4,252 compared with a loss of £8,593 the previous year. (This loss reflected the exceptional amount donated to the School in 2021-22). This is a comfortable situation for the Friends but there is always more to do to support the School and enhance the experience of present and future students.

#### RESERVES POLICY

We have adopted a reserves policy in accordance with the Charity Commission's recommendations, currently at a level of c. £5,000.

On behalf of the Board of Trustees

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## FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

I report on the accounts of the charity for the year ended 8th September 2023, which are set out on pages 3-7.

#### Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act
- To follow the procedures laid down in the General Directions given by the Charity Commission under section 43 (7) (b) of the 1993 Act; and
- To state whether particular matters have come to my attention.

#### Basis of independent Examiner's report

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 seeks explanations from you, as trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required of 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 Examiners Statement

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Richard Chadwick FCA



Date

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

**SUMMARY OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 8<sup>TH</sup> SEPTEMBER 2023**

	Notes	Period ended 8.9.2023	Period ended 8.9.2022
OPERATING INCOME	2	30,929	25,039
Less expenses	3	26,754	33,636
Operating (Deficit)/Surplus		4,175	(8,597)
Investment Income	4	77	4
		4,252	(8,593)
Taxation	5	0	0
Net Deficit/Surplus on ordinary activities after taxation		4,252	(8,593)
Retained surplus brought forward		13,441	22,034
Retained surplus carried forward		17,693	13,441

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

**BALANCE SHEET AS AT 8<sup>TH</sup> SEPTEMBER 2023**

	Notes	As at 8.9.2023	As at 8.9.2022
<b>FIXED ASSETS</b>			
Tangible assets		0	0
<b>CURRENT ASSETS</b>			
Inventory	7	1,144	746
Debtors		0	2
Cash in Bank		16,549	12,693
<b>TOTAL ASSETS</b>		<b>17,693</b>	<b>13,441</b>
<b>CREDITORS</b>		<b>0</b>	<b>0</b>
Amounts falling due within one year			
<b>NET ASSETS</b>		<b>17,693</b>	<b>13,441</b>
<b>ACCUMULATED FUNDS</b>			
Unrestricted funds		13,441	22,034
Net income/(loss) for period		4,252	(8,593)
		<b>17,693</b>	<b>13,441</b>

## FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

### NOTES TO THE ACCOUNTS FOR YEAR ENDED 8<sup>TH</sup> SEPTEMBER 2023

#### 1.ACCOUNTING POLICIES

##### Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, 'Accounting and Reporting by Charities', issued in March 2005 and the Charities Act 1993.

##### Incoming resources

Grants, donations and other income received are recognised in the Statement of Financial Activities in accordance with the terms attached to the grant or donation.

##### Resources expended

Expenditure has been accounted for on an accruals basis and has been classified under headings that aggregate costs related to that category. Where costs cannot be directly attributable to particular headings they have been allocated to activities on a basis constant with use of the resources.

##### Investment Income

The charity receives its investment income gross £77(2021 - £4) as a result of its charitable status.

##### Accumulated Funds

Unrestricted general funds are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 8<sup>th</sup> SEPTEMBER 2023

		Year ended 8.9.2023	Year ended 8.9.2022
2	<b>INCOMING RESOURCES</b>		
	Membership fees	6,092	5,112
	Donations	334	329
	Workshop Income	2675	1,560
	Lecture	79	44
	Christmas fair	9238	6,483
	Putney Art	11,499	9,571
	Merchandise and	338	862
	Misc book/dvd/ pot sales		
	Gift Aid	674	1,078
		<b>30,929</b>	<b>25,039</b>
3	<b>TOTAL RESOURCES EXPENDED</b>		
	Art Sales Putney Art	6,727	5,234
	Lecturer fees	541	500
	Workshop expenses	1,678	1,010
	Support costs -		
	Printing and	630	78
	Stationery		
	Support costs –	1,401	1,661
	Exhibition and		
	Fundraising		
	Christmas Fair	4,301	3,070
	PSAD Bursaries	0	1,694
	Equipment and materials for PSAD	9,603	19,337
	Miscellaneous	817	445
	Merchandise	1,056	607
		<b>26,754</b>	<b>33,636</b>
	There were no employees during the year and no professional costs		

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 8<sup>th</sup> SEPTEMBER 2023

		Year ended 8.9.2023	Year ended 8.9.22
4	<b>INVESTMENT INCOME</b>		
	Bank Interest	77	4
5	<b>TAXATION</b>		
	No tax is due - charity	0	0
6	<b>TRUSTEES' REMUNERATION</b>		
	Expenses	844	298
	No remuneration directly or indirectly out of the funds of the charity was paid or payable during the period to any trustees or to any persons known to be connected with any of them.		
	Other than set out above no reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the period.		
	Number of Trustees	6	7
7	<b>INVENTORY</b>		
	Merchandise in stock at year end	1,144	746

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

England & Wales - Charity number 1131144

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# Accounts

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## FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

### TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 8<sup>th</sup> SEPTEMBER 2022

The accounts for the year ending September 2022 reflect a year when the Friends were able to resume most of their usual range of activities. Income from activities went up to £25,039, compared with £7,046 in the previous year and an increase of 25% on our income in the year to September 2019 (the last year before Covid limited activities).

The usual in person membership drive took place at the beginning of the year. Members are now able to pay their subscriptions on-line through the website, directly into the bank as well as by card or cash in person. Membership income this year was over £5,000, almost double what was earned last year. The Christmas fair made a surplus of £3,000 and the Summer exhibition at Putney Exchange raised over £9000 in Art Sales and made a surplus of over £2,500. Merchandise continues to sell steadily. There was only one set of workshops during the year which made a modest surplus. The Friends continue to raise donations through Easyfundraising, Amazon Smile and JustGiving (as well as directly) and have just registered with the Charity Aid Foundation. The Gift Aid of £1,000 is on two years of membership fees as the amount for 2020/2021 did not come through in time for last year's accounts.

The Friends' strategy has been to build up funds over the last few years. But with the re-opening after Covid and, more recently, the opening of the new campus, the Friends have transferred over £21,000 to the School this year. This has paid for bursaries worth £1,700 in total, a defibrillator, lighting on the back stairs, new shelving for the print room, half the new Macs in the IT suite, and shelving, lockers and other equipment for the new campus. Further payments have been made for equipment for the new campus but they did not come through in this accounting year.

In addition to supporting the School, our aim is to enhance the experience of the students. Two lectures were organised this year. The newsletter is now available on-line and on the Friends' website which has reduced costs for printing and postage. The Friends organise the end of year party and organise the prizes. We have invested in two new iZettle machines for taking on-line payments. These do not need to be connected to a phone to work which makes them easier and more flexible to use than our other iZettle machines. They were particularly helpful during the Summer exhibition when most payments were made by card.

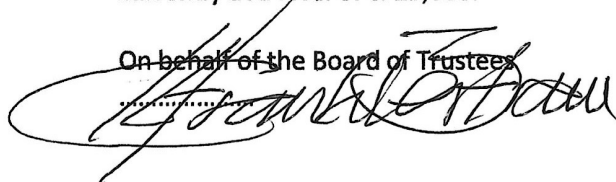
A comprehensive breakdown of income and expenditure for the year is given in notes 2 and 3 to the account.

Reserves at the year end were £13,441 compared with £22,034 at year end 2021 and a further £3,500 of support for the new campus is already committed. The purpose of the Charity is to support the School and we have been fulfilling this purpose through our expenditure this year. However, further fundraising is essential if we are to continue to offer support for large purchases.

#### RESERVES POLICY

We have adopted a reserves policy in accordance with the Charity Commission's recommendations, currently at a level of c. £5,000.

On behalf of the Board of Trustees



## FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

I report on the accounts of the charity for the year ended 8th September 2022, which are set out on pages 3-7.

#### Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act
- To follow the procedures laid down in the General Directions given by the Charity Commission under section 43 (7) (b) of the 1993 Act; and
- To state whether particular matters have come to my attention.

#### Basis of independent Examiner's report

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 seeks explanations from you, as trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required of 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 Examiners Statement

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Richard Chadwick FCA

Date

2/11/22

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

**SUMMARY OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 8<sup>TH</sup> SEPTEMBER 2022**

	Notes	Period ended 8.9.2022	Period ended 8.9.2021
OPERATING INCOME	2	25,039	7,046
Less expenses	3	33,636	12,584
Operating (Deficit)/Surplus		(8,597)	(5,538)
Investment Income	4	4	2
		(8,593)	(5,536)
Taxation	5	0	0
Net deficit/Surplus on ordinary activities after taxation		(8593)	(5,536)
Retained surplus brought forward		22,034	27,570
Retained surplus carried forward		13,441	22,034

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

**BALANCE SHEET AS AT 8<sup>TH</sup> SEPTEMBER 2022**

	Notes	As at 8.9.2022	As at 8.9.2021
<b>FIXED ASSETS</b>			
Tangible assets		0	0
<b>CURRENT ASSETS</b>			
Inventory	7	746	950
Debtors		0	2
Cash in Bank		12,693	21,082
<b>TOTAL ASSETS</b>		<b>13,439</b>	<b>22,034</b>
<b>CREDITORS</b>			
Amounts falling due within one year		2	0
<b>NET ASSETS</b>		<b>13,441</b>	<b>22,034</b>
<b>ACCUMULATED FUNDS</b>			
Unrestricted funds		22,034	27,570
Net income/(loss) for period		(8,593)	(5,536)
		<b>13,441</b>	<b>22,034</b>

## FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN

### NOTES TO THE ACCOUNTS FOR YEAR ENDED 8<sup>TH</sup> SEPTEMBER 2022

#### 1.ACCOUNTING POLICIES

##### Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, 'Accounting and Reporting by Charities', issued in March 2005 and the Charities Act 1993.

##### Incoming resources

Grants, donations and other income received are recognised in the Statement of Financial Activities in accordance with the terms attached to the grant or donation.

##### Resources expended

Expenditure has been accounted for on an accruals basis and has been classified under headings that aggregate costs related to that category. Where costs cannot be directly attributable to particular headings they have been allocated to activities on a basis constant with use of the resources.

##### Investment Income

The charity receives its investment income gross £4 (2021 - £2) as a result of its charitable status.

##### Accumulated Funds

Unrestricted general funds are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 8<sup>th</sup> SEPTEMBER 2022

		Year ended 8.9.2022	Year ended 8.9.2021
2	<b>INCOMING RESOURCES</b>		
	Membership fees	5,112	2,764
	Donations	329	491
	Workshop Income	1,560	0
	Lecture	44	3,412
	Christmas fair	6,483	0
	Putney Art	9,571	0
	Merchandise	707	379
	Wine Sales	0	0
	Misc book/dvd/ pot sales	152	0
	Gift Aid	1,078	0
		<b>25,038</b>	<b>7,046</b>
3	<b>TOTAL RESOURCES EXPENDED</b>		
	Art Sales Putney Art	5,234	0
	Lecturer fees	500	300
	Workshop expenses	1,010	0
	Support costs -Printing and Stationery	78	128
	Support costs – Exhibition and Fundraising	1,661	0
	Christmas Fair	3,070	1,522
	PSAD Bursaries and Equipment	21,031	820
	Miscellaneous	445	9,757
	Merchandise	607	57
		<b>33,636</b>	<b>12,584</b>
	There were no employees during the year and no professional costs		

**FRIENDS OF PUTNEY SCHOOL OF ART AND DESIGN**

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 8<sup>th</sup> SEPTEMBER 2021

		Year ended 8.9.2022	Year ended 8.9.21
4	<b>INVESTMENT INCOME</b>		
	Bank Interest	4	2
5	<b>TAXATION</b>		
	No tax is due - charity	0	0
6	<b>TRUSTEES' REMUNERATION</b>		
	Expenses	8,434	128
	No remuneration directly or indirectly out of the funds of the charity was paid or payable during the period to any trustees or to any persons known to be connected with any of them.		
	Other than set out above no reimbursement of expenses has been made or is due to be made to any of the trustees in repose of the period.		
	Number of Trustees	7	6
7	<b>INVENTORY</b>		
	Merchandise in stock at year end	746	950