



# Friends of Cedar Park School

Registered Charity # 1135741

Cedar Park School, Cedar Avenue, Hazlemere, High Wycombe, Bucks. HP15  
7EF

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## Trustees' Annual Report for the Year Ended 31 July 2023

**Trustees** Philippa Bourke & Holly Wade (Chairpersons), Carl Daufer (Treasurer), Nichola Thomas (Cashier), Alex Watson, Taryn Cooper, Vicky Taylor (Secretary)

### Structure, Governance and Management

#### **Governing document**

Constitution adopted 21st April 2010.

#### **How the charity is constituted**

An association of parents, guardians and carers of any pupil currently attending Cedar Park School, with teaching and non-teaching staff at the school.

#### **Trustees' selection**

Trustees are appointed or reappointed annually at the annual general meeting and give their time voluntarily, receiving no remuneration or other benefits.

### Objects and Activities

#### **Summary of the objects of the association, as set out in its governing document**

'to advance the education of the 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**

Organising social events for parents and/ or pupils to build and maintain the school community.

Developing and maintaining the school's links with the local and extended community.

Developing effective relationships by ensuring parents views are represented.

Encouraging parents to become involved in their children's education.

Fundraising to provide goods and services to support the school and advance the education of the pupils.

## **Performance and Financial Review**

### **Net Income from events**

Friends plan and organise events across the year to ensure the success of each event and to make most efficient use of their resources

In 2022/2023 Friends continued their efforts towards greater control of event costs, and also to focus on those events previously proven to be most popular and successful with the school and local community.

Total net income from events for 2022/2023 was **£18,078**

#### **Funds raised by top events (nearest £);**

Christmas Fayre	£3,852
Sponsored Swim/Bounceathon	£3,751
Summer Fayre	£4,180

### **Prior period comparison**

	<u>2022/23</u>	<u>2021/22</u>	<u>2020/21</u>	<u>2019/20</u>
	£	£	£	£
Total Event Income	28,142	23,770	7,650	8,201
Net Income from Events	18,273	19,955	5,394	6,742
Profit Margin	65%	84%	71%	82%

### **Donations to the school**

These were requested by the school or voted for by the Trustee and drawn from the balance of funds brought forward and those raised during the year.

Donations to the school in 2022/2023 totalled **£18,607**

#### **Largest donations made (nearest £);**

Sensory Room	£6,393
Forest School	£3,817
Lunchtime Equipment	£3,755

## **Friends Accounts**

Following the adoption of a new constitution 29th April 2010, Friends were awarded Charity status

On pages 4 to 6 of this report, Friends present the Independent Examiner's Report to the Trustees, with Friends' accounts for the period 1<sup>st</sup> August 2020 to 31<sup>st</sup> July 2021

## **2022/2023**

Friends look forward to more successful fundraising events and to the agreement and challenge of our next target, when agreed with the school

## **Declaration**

The Trustees declare that they have reviewed the Trustees' Report above.

Signed on behalf of the charity's trustees

**Signature**

**Carl Daufer ACMA**

**Full name - Carl Michael Daufer**

**Position - Treasurer**

**Date – 20/05/24**

## ***Independent examiner's report on the accounts***



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

### **Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Friends of Cedar Park School

**On accounts for the  
year ended**

31<sup>st</sup> July 2023

**Charity  
no**

1135741

**Set out on pages**

6-7

**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 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 statement**

My examination was carried out in accordance with 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 seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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:**  **Date:**

**Name:**

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

**Friends of Cedar Park School**

Registered Charity # 1135741

**Income & Expenditure Account**  
**for the Financial Year Ended 31 July 2023**

	<b><u>2022/23</u></b>	<b><u>2021/22</u></b>
	£	£
Event Income	<b>25,987</b>	<b>20,989</b>
Fund Raising	<b>2,156</b>	<b>2,781</b>
	<b>28,143</b>	<b>23,770</b>
Event Expenditure	<b>9,870</b>	<b>3,815</b>
<b>Net Income from Events</b>	<b>18,273</b>	<b>19,955</b>
Other Expenditure		
Licences and insurance	<b>195</b>	<b>157</b>
<b>Net Income before Donations</b>	<b>18,078</b>	<b>19,798</b>
Donations to Cedar Park School	<b>18,607</b>	<b>1,894</b>
<b>Surplus/ (Deficit) for the year</b>	<b>(529)</b>	<b>17,904</b>

**Friends of Cedar Park School**

Registered Charity # 1135741

**Balance Sheet**  
**as at 31 July 2022**

		<b><u>2022/2023</u></b>	<b><u>2021/2022</u></b>
		£	£
<b>ASSETS</b>			
Bank	Current Account Balance	<b>34,529</b>	<b>35,079</b>
	Less: Unpresented Payments	<b>0</b>	<b>17,607</b>
	Add: Uncleared deposits		
Other debtor	,	<b>0</b>	<b>0</b>
<b>Total Assets</b>		<b>34,529</b>	<b>17,471</b>
Less:			
<b>LIABILITIES</b>		<b>0</b>	<b>17,607</b>
<b>Net Assets</b>		<b>34,529</b>	<b>35,079</b>
<b>Represented by:</b>			
<b>UNRESTRICTED FUNDS</b>			
	Balance as at 1 August	<b>35,079</b>	<b>17,175</b>
	Surplus/(Deficit) for the year	<b>(529)</b>	<b>17,904</b>
		<b>34,549</b>	<b>35,079</b>