

**Friends of Bousfield**

**Registered Charity No. 1140002**

**Trustees' Annual Report and Annual Accounts  
for the Year Ended 31 August 2022**

# Trustees' Annual Report for the period

Period start date

1 September 2021

Period end date

31 August 2022

To

## Section A

## Reference and administration details

Charity name

FRIENDS OF BOUSFIELD

Other names charity is known by

FOB

Registered charity number (if any)

1140002

Charity's principal address

Bousfield Primary School

South Bolton Gardens

London

Postcode

SW5 0DJ

### 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	Dragan Fustic	Chair	Elected as Chair 24 <sup>th</sup> Sept 2021	
2	Melissa Woolford	Secretary	Elected as Secretary 24 <sup>th</sup> Sep 2021	
3	Kyra Appleby	Vice-Chair	Elected as Vice- Chair 24 <sup>th</sup> Sep 2021	
4	Durcan Baltas	Treasurer	Elected as Treasurer 24 <sup>th</sup> Sep 2021	
5	Fanny Arendarczyk	Treasurer	Resigned as Treasurer 24 <sup>th</sup> Sep 2021	
7	Sofia Caicedo	Events/ Communications	Elected as Events/ communications 24 <sup>th</sup> Sep 2021	

**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 (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Registered Charity
Trustee selection methods (eg. appointed by, elected by)	Election by Committee

**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.

For all events on school premises, Friends of Bousfield will be bound to school policies on safeguarding, Behaviour and Equal opportunities. All these policies can be found on the school website:  
<http://www.bousfieldprimaryschool.co.uk/school-office/policies/?searchterm=policies>

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

This is a charitable organisation set up by the parents of Bousfield Primary School to promote:

- Fundraising
- Social events for the children
- Social interaction for the parents – particularly new parents

For the 2021-2022 financial year, the Friends of Bousfield organised and managed the following events to raise funds for the benefits of the children of Bousfield Primary school with the help of parents and volunteers:

- Quiz Night
- Christmas Grotto & Fair
- Summer BBQ and Silent Auction
- Class cake sales
- Art exhibition - fundraising event.
- Sales of the Cookbook and tea towels– new initiative.
- Christmas cards project.
- Charitable donations from parents and neighbours via bank transfer.
- Online donations and fundraising while online shopping with Give as you Live and Easyfundraising.

**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)****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.

This was the first year that the charity started having community gathering events after the Covid-19 pandemic. Our events were limited in people if indoors, following governance regulations. Our few events were a good way to bring back our school community together again.

## Section D

## Achievements and performance

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

Through its fund-raising efforts, Friends of Bousfield was able to fund the following acquisitions and activities for the school, as well as putting the charity on a firmer financial basis for future years:

- Continue the gardening project by fund its maintenance throughout the year in support of curriculum activities.
- Hatching eggs.
- Maintain the school bumble bees
- Subsidise the cost of the year 5 and year 6 school trips
- Support the Y6 leavers' book project
- Purchase Bousfield sports T-shirts in support of its football club
- Support the teachers' wish list up to £150 for each class
- Mobile classroom.

This year FOB trustees committed to raise £10K to hire an in-house part time councillor to improve students and parents/carers wellbeing and mental health, especially after the pandemic.

## Section E

## Financial review

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

Friends of Bousfield's reserves policy outlines the charity's intention and commitment to maintain a sufficient level of reserves to enable operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time.

Reserves are intended to be maintained at a level which ensures that the charity's core activities can continue during any period of unforeseen difficulty.

The calculation of the required level of reserves is an integral part of the charity's planning, budget and forecast cycle and takes into account:

- Risks associated with variations between planned and actual income

and expenditure

- planned activity levels
- organisation's existing funding commitments
- and any potential upcoming project the school proposes to FOB

The trustees have agreed to aim to retain a buffer of £10,000 to allow FOB to meet its ongoing funding commitments for up to a year to allow for planning by the school.

**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.

The main sources of funds for the charity are events run during the year at school, donations and fundraising events by parents and friends of the school.

**Section F**

**Other optional information**


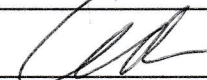
**Section G**

**Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

DORKEN DURUKAN  
BALTAS

Sofia Caicedo

Position (eg Secretary, Chair, etc)

TREASURER

Events and Communications  
trustee.

Date

23 / 11 / 2023

FRIENDS OF BOUSFIELD  
TREASURER'S REPORT  
YEAR ENDED AUGUST 31, 2022

Chariy No. 1140002

Reference	In	Out	Net
<b>Bank account opening balance (1 Sep 2021)</b>			<b>£ 24,335</b>
Christmas Grotto & Kids Christmas Party Dec 2021	£ 3,011	£ 611	£ 2,399
Christmas Card Project	£ 847	£ -	£ 847
Quizz Night 2022	£ 2,664	£ 355	£ 2,309
Art Fair June 2022	£ 3,659	£ 1,153	£ 2,506
BBQ & Auction July 2022	£ 16,761	£ 1,313	£ 15,448
Cake Sales Mar22 - Jul22	£ 3,448	£ -	£ 3,448
Donations Sep21 - Sep22	£ 1,907	£ -	£ 1,907
Ongoing Projects Sep21 - Sep22		£ 4,412	-£ 4,412
Other Sales & Costs Sep21 - Sep22	£ 3,471	£ 6,710	-£ 3,239
<b>Total</b>	<b>£ 35,768</b>	<b>£ 14,554</b>	<b>£ 21,213</b>
Undeposited cash			<b>£ 1,012.32</b>
Undeposited cheques			<b>£ -</b>
<b>Bank account closing balance (31/08/2022)</b>			<b>£ 44,536</b>





**Section A**

**Independent Examiner's Report**

Report to the trustees/  
members of

FRIENDS OF BOUSFIELD

On accounts for the year  
ended

31 August 2022

Charity no  
(if any)

1140002

Set out on pages

1

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 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.

Signed:

Date:

23 November 2023

Name:

Nadezhda Merkulova, FCCA

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

Association of Chartered Certified Accountants (ACCA)

Address:

17 Cresswell Gardens, flat 4

SW5 0BQ

London, UK