

**Friends of Bousfield**

**Registered Charity No. 1140002**

**Trustees' Annual Report and Annual Accounts  
for the Year Ended 31 August 2024**

Trustees' Annual Report for the period							
		Period start date			Period end date		
	1	September	2023	To	31	August	2024

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	Sofia Caicedo	Chair	Elected as Chair 15 <sup>th</sup> Sep 2023	
2	Constantine Wolf	Secretary	Elected as Secretary 15 <sup>th</sup> Sep 2023	
3	Niki Kohli	Vice-Chair	Elected as Vice- Chair 15 <sup>th</sup> Sep 2023	
4	Durucan Baltas	Treasurer	Elected as Treasurer 15 <sup>th</sup> Sep 2023	
5	Virginia Castellano	Events	Elected as Events trustee15 <sup>th</sup> Sep 2023	
6	Melissa Woolford	Secretary	Resigned as Secretary 15 <sup>th</sup> Sep 2023	

**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 to support the school's educational and extracurricular activities

Social events for the children to enhance their school experience

Social interaction and community building among parents – particularly for new families joining the school

During the 2023–2024 financial year, with the invaluable support of parents, carers, staff, and volunteers, Friends of Bousfield (FoB) organised and managed a variety of events and initiatives aimed at raising funds and strengthening the school community. These included:

- Halloween Celebration
- Christmas Tree Light-Up
- Christmas Grotto & Fair
- Christmas Market
- Quiz and Auction Night
- International Disco
- Cake Sales and Easter Egg Hunt
- Sports Day – Parents vs Staff Football Match
- International Family Day

In addition to these events, we raised funds through a variety of other means:

- Regular Direct Debit donations from parents and friends of the school
- Charitable donations via bank transfers from parents and local neighbours
- Online fundraising through platforms such as Give as you Live and Easyfundraising
- Participation in the Q. Blake Christmas Card Project

**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)**

A significant highlight of the year was the renovation of the school's amphitheatre – now named the Beatrix Potter Grove – supported by parents from the school community and TLC Estate Agents, a local business with strong community ties. This revitalised space has already served the wider public benefit by hosting community-inclusive events, such as the West Side Story musical performed by TLC in collaboration with the school, as well as other events that have enabled FoB to raise additional funds for the school.

## 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 year marked a significant milestone for Friends of Bousfield, as it was the third academic year since the COVID-19 pandemic. With renewed energy and the lifting of restrictions, we were able to offer a wider range of activities for children, families, and the broader school community, while continuing to operate in line with governance and safeguarding regulations.

A key development was the introduction of a Direct Debit giving initiative launched toward the end of the reporting period, setting the school community on a path toward more consistent and sustainable fundraising. This new model will help Friends of Bousfield better plan and support long-term projects and school needs.

Another major achievement was the renovation of the school's amphitheatre, now renamed the Beatrix Potter Grove. This project was supported by school parents and TLC Estate Agents, a valued local business with strong ties to the community. The renewed space has already begun to benefit the wider public through events like the West Side Story musical, performed by TLC in collaboration with the school, and it has also served as a venue for FoB fundraising events.

We remain a 100% volunteer-run organisation, and the dedication of our parent and staff volunteers continues to be the backbone of everything we do. From planning events and running stalls to managing finances and communications, the contribution of our volunteers is essential and deeply appreciated.

## Section D

## Achievements and performance

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

Through its fundraising efforts, Friends of Bousfield (FoB) was able to support a wide range of enriching activities and acquisitions for the school. This year, FoB trustees committed to raising £40,000 to fund an in-house counsellor to support the wellbeing of students and parents/carers, as well as to enhance the school's music provision.

Items and activities funded during the 2023-2024 financial year include:

- Bigfoot Theatre Company's pantomime performance
- Duck hatchling kit (for science and life-cycle learning)
- Fresh fruit for pupils on Sports Day
- Contributions to the Music Hub programme
- Christmas lunch for school staff
- Six Forest School sessions for SENCO-supported children
- New sports equipment shed
- Year 6 leavers' books
- Gardening Club and green space resources
- The Welcome Path Garden Project

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

The Friends of Bousfield's reserves policy outlines the charity's intention and commitment to maintaining a prudent level of reserves to ensure the continuity of its operations and ability to respond to unforeseen circumstances.

Reserves are held to safeguard the charity's core fundraising and support activities during periods of financial uncertainty or shortfalls. The calculation of the required reserve level is a key part of the charity's annual planning, budgeting, and forecasting processes. It takes into account:

- Risks associated with variances between planned and actual income or expenditure
- The scale and frequency of planned events and commitments
- Current and future funding commitments, including the ~£40,000 goal set this year for an in-house counsellor and enhanced music provision
- Potential upcoming projects proposed by the school

In light of these factors, and the introduction of a Direct Debit initiative to build a more sustainable income base, the trustees have agreed to maintain a minimum reserve of £10,000. This buffer ensures that Friends of Bousfield can continue to meet its financial obligations and provide meaningful support to the school even in times of income disruption, thereby supporting longer-term planning and stability.

**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**

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**Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

<i>Sofia Caicedo</i>	<i>Niki Kohli</i>
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Full name(s)

Sofia Caicedo	Niki Kohli
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Position (eg Secretary, Chair,  
etc)

Chair	Vice Chair
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Date

26 June 2025
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**FRIENDS OF BOUSFIELD  
TREASURER'S REPORT  
YEAR ENDED AUG 31, 2024**

Reference	In	Out	Net
<b>Bank account opening balance (1 Sep 2023)</b>			<b>£ 56,487</b>
	£	£	£
Christmas Grotto & Kids Christmas Fair Dec 2023	3,847	175	3,671
	£	£	£
Halloween & Christmas Tree Lighting Event 2023	2,167	1,118	1,050
	£	£	£
Christmas Card Project	620	-	620
	£	£	£
Parents & Teachers Football Tournament 2024	514	249	265
	£	£	£
Quizz Night 2024	4,860	658	4,201
	£	£	£
International Disco Night - March 2024	3,633	669	2,964
	£	£	£
TLC Summer Events 2024	2,044	1,462	582
International Summer Fun Fair & Auction July	£	£	£
2024	13,105	1,911	11,194
	£	£	£
Cake Sales Sep23 - Jun24	7,071	53	7,018
	£	£	£
Donations Sep23 - Sep24	30,053	-	30,053
		£	-£
Ongoing FoB Projects and Initiatives		33,130	33,130
	£	£	£
Other Sales & Income Sep23 - Aug24	2,529	184	2,345
	£	£	-£
Other Costs Sep23 - Sep24	-	1,682	1,682
<b>Total</b>	<b>£ 70,443</b>	<b>£ 41,293</b>	<b>£ 29,150</b>
Undeposited cash			
Undeposited cheques			<b>£ -</b>
<b>Bank accounts closing balance (31/08/2024)</b>			<b>£ 86,535</b>





Section A

Independent Examiner's Report

Report to the trustees

Charity Name  
FRIENDS OF BOUSFIELD

On accounts for the year  
ended

31 AUGUST 2024

Charity no  
(if any)

1140002

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2024**.

Responsibilities and  
basis of report

As the charity's trustees, 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 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 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:

Date:

25 June 2025

Name:

Nadezhda Merkulova, FCCA

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

Association of Chartered Certified Accountants (ACCA)

Address:

248 Old Brompton Road, flat 6A

SW5 9HL

London UK

**Section B****Disclosure**

Only complete if the examiner needs to highlight material 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.**

No material matters of concern