



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 02 Sept 2023 Period start date To 01 Sept 2023 Period end date

Charity name: Friends of Skyswood School

Charity registration number: 1140514

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of pupils in the school particularly 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 in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Friends of Skyswood School exists to provide financial support to the School, under the direction of the Head teacher and the Governing Body, in order to provide specific aids either within delivery of the curriculum or with improving the overall environment of the school or through the projection of the school into the community. The main event organised over the last 12 months is the Summer Fair which is popular event for the extended school community and involves many local businesses.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All Trustees have received the guidance issued by the Charity Commission on public benefit upon commencement of their position

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The charity's main achievements are organising and running inclusive events for the whole School community, for example the Summer Fair, Elves workshop, Camp night and Discos.</p> <p>These events provide an opportunity for parents, teachers and pupils to come together, have fun and raise funds to benefit the school. Funds raised over the past year have provided resources in support of the curriculum such as new playground upgrade, pond build, D&amp;T tools, reading scheme books and craft supplies.</p> <p>The school has a number of needs in the forthcoming months and years including a programme of external space development for the environment area and the 'stick area' and the learning pod/garden room in the quadrangle.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

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## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The cash balance held by the charity at the period end is very strong and is sufficient to cover all funding requests which have been approved. Successful fundraising events since the period end have raised a further profit of over £9,000 putting the charity in a great position to pay out funding requests as approved.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No reserves are held but a minimum cash balance of £3,000 (after deduction of any approved funding requests) is always held to cover any emergency funding requests by the school
Amount of reserves held	Para 1.22	<b>N/a</b>
Reasons for holding zero reserves	Para 1.22	<b>N/a</b>
Details of fund materially in deficit	Para 1.24	<b>N/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/a</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	Constitution
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are voted in at Committee meetings

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Friends of Skyswood School
Other name the charity uses	FoSS
Registered charity number	1140514
Charity's principal address	Skyswood Primary School Chandlers Road ST. ALBANS Hertfordshire AL4 9RS

### 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	Christopher Kirkup	Chairperson		
2	Julie Amel-Azizpour	Treasurer		
3	Samantha Dewar	Secretary		
4	Gemma Lillian Kenward			
5	Stuart Burden			
6	Vicki Shilston			
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18				
19				
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/a

### Additional information (optional)

#### 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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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

*Julie Amel-Azizpour*

Full name(s)

Julie Amel-Azizpour

Position (eg Secretary,  
Chair, etc)

Treasurer

Date

12/06/24





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Friends of Skyswood school

No 1140514

## Receipts and payments accounts

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For the period  
from

2-Sep-22

To

1-Sep-23

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Gross takings from fundraising events	33,507	-	-	33,507	21,005
Parent donations	2,882	-	-	2,882	7,999
Amazon giving	94	-	-	94	15
Match Funding	2,944	-	-	2,944	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	39,427	-	-	39,427	29,019
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	39,427	-	-	39,427	29,019
<b>A3 Payments</b>					
Cost of running fundraising events	15,935	-	-	15,935	10,673
Admin costs - NCPTA subs	140	-	-	140	116
Grants paid to Skyswood school	25,843	-	-	25,843	5,353
Other costs	616	-	-	616	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	42,535	-	-	42,535	16,142
<b>A4 Asset and investment purchases, (see table)</b>					
Purchase of Fridge	309	-	-	309	163
	-	-	-	-	85
	-	-	-	-	228
<b>Sub total</b>	309	-	-	309	476
<b>Total payments</b>	42,844	-	-	42,844	16,618
<b>Net of receipts/(payments)</b>	- 3,417	-	-	- 3,417	12,401
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	26,479	-	-	26,479	14,078
<b>Cash funds this year end</b>	23,063	-	-	23,063	26,479

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Account	23,063	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	23,063	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Gazebos	unrestricted	-	-
	Card readers	unrestricted	-	-
	Urn	unrestricted	-	-
	Candy Floss Machine	unrestricted	-	-
	Fridge	unrestricted	-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Julie Amel-Azizpour	Julie Amel-Azizpour	6/12/2024	

### **Independent examiner's report to the trustees of Friends of Skyswood School**

I report to the trustees on my examination of the accounts of the Friends of Skyswood School (the Trust) for the year ended 1 September 2023.

#### **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.

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:

Name: Paola Brazier

Relevant professional qualification: Chartered Accountant (ICAEW)

Address: 2 Evans Grove, St Albans, AL4 9PJ

Date: 12 June 2024