



# Trustees' Annual Report for the period

| From | Period start date |    |      | To | Period end date |    |      |
|------|-------------------|----|------|----|-----------------|----|------|
|      | 01                | 09 | 2023 |    | 31              | 08 | 2024 |

## Section A Reference and administration details

**Charity name**

Brookland Junior School Parents Association

**Other names charity is known by**

Brookland Junior School Parents Association Barnet

**Registered charity number (if any)**

1145110

**Charity's principal address**

Brookland Junior Primary School

BJPS Parents Association

Hill Top, London

**Postcode**

NW11 6EJ

### 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  | Karen Skinner    | Co-Chair        | 3/11/22-17/10/23                  | Members   |
| 2  | Sarah Cattan     | Co-Chair        | 3/11/22-17/10/23                  | Members   |
| 3  | Angelos Sigalas  | Co-Treasurer    |                                   | Members   |
| 4  | Zoya Zaitseva    | Secretary       |                                   | Members   |
| 5  | Adi Steinbrecher | Co-Chair        | 17/10/23-12/09/24                 | Members   |
| 6  | Nilit Danan      | Co-Chair        | 17/10/23-                         | Members   |
| 7  | Sarah Khodja     | Co-Treasurer    | 17/10/23-                         | Members   |
| 8  |                  |                 |                                   |   |
| 9  |                  |                 |                                   |   |
| 10 |                  |                 |                                   |   |
| 11 |                  |                 |                                   |   |
| 12 |                  |                 |                                   |   |
| 13 |                  |                 |                                   |   |
| 14 |                  |                 |                                   |   |
| 15 |                  |                 |                                   |   |
| 16 |                  |                 |                                   |   |
| 17 |                  |                 |                                   |   |
| 18 |                  |                 |                                   |   |
| 19 |                  |                 |                                   |   |
| 20 |                  |                 |                                   |   |

### 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)

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution   |
| How the charity is constituted<br>(eg. trust, association, company) | Association  |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Elected during Annual AGM by members. All parents or guardians of pupils attending Brookland Junior School are automatically deemed to be members. |

### 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.

|  |
|--|
|  |
|--|

## Section C Objectives and activities

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

TO ADVANCE THE EDUCATION OF 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 (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The trustees were able to raise in excess of £53,426 (net) with the help of the school community. The main drivers were: A special donation for tutoring pupils the school felt needed it the most, which amounted to £22,869; grants and donations from various charities and organisations amounting to £12,684, raised with the help of the new grants committee; donations from the school community and wider families of the local community. Fundraising events held at the school included cupcake sales, donut sales, ice lolly sales, movie evenings for the pupils, second hand uniform sales, school lottery, Winter Fair, Silent Auction, as well as festive artwork designed by pupils and ordered by the parents.

The charity was able to help the school meet expenditures for capital projects as well as to support free school meal families taking part in school excursions. The amount paid to the school by the charity amounted to £46,617.91 in the year and went towards (list not exhaustive) refurbishment of the Year 6 Boys' Toilets, Osmington Bay Yr 6 trip shortfall, an interactive whiteboard and other technology, repainting of playground markings and funds towards the gardening club. The charity received a significant donation which the school is utilising towards tutoring pupils.

The Charity's gift aid partner and donation website, people fundraising, assisted in collecting significant donations during its first year of operation.

The trustees have regard to the guidance issued by the Charity Commission on public benefit. They are aware of the guidance, have taken it into account when making decisions to which the guidance is relevant.

**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.

The Charity largely relies on the parent population to run events and help fundraising for the school. All trustees and members are volunteers and the Charity would not be successful without the support of its members.

The Charity funds vital projects for the school as prioritised by the School leadership and where a clear demonstration for the Charity's objectives is evident.

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

The trustees were able to raise in excess of £53,426 (net) with the help of the school community. The main drivers were: A special donation for tutoring pupils the school felt needed it the most, which amounted to £22,869; grants and donations from various charities and organisations amounting to £12,684, raised with the help of the new grants committee; donations from the school community and wider families of the local community. Fundraising events held at the school included cupcake sales, donut sales, ice lolly sales, movie evenings for the pupils, second hand uniform sales, school lottery, Winter Fair, Silent Auction, as well as festive artwork designed by pupils and ordered by the parents.

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The Charity's gift aid partner and donation website, people fundraising, assisted in collecting significant donations during its first year of operation.

Notable achievements include the first Winter Fair to be held since pre-Covid which was a great community success and raised almost £5,500 as well as the first online Silent Auction which raised £4,628. Members worked passionately to make these a great success for the school and the community. Further, the Grants / Special donations committee contributed hugely by raising in excess of £12,684.

All the trustees and charity members are volunteers and 100% of donations and fundraising, after costs, are available to the school.

## Section E

## Financial review

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

The charity will maintain reserves sufficient to ensure its ongoing operation and to meet incidental costs. These are estimated to be below £500 as it does not incur any material fixed costs.

### Details of any funds materially in deficit

### 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.

## 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)                        | <br><small>Nilit Danan (Oct 24, 2024 14:40 GMT+1)</small> | <br><small>Adi Steinbrecher (Oct 25, 2024 08:58 GMT+1)</small> |
| Full name(s)                        | Nilit Danan  | Adi Steinbrecher  |
| Position (eg Secretary, Chair, etc) | Co-Chair   | Co-Chair  |
| Date                                | 24/10/2024   |   |

# Revised BJSPA Trustee Annual Report

Final Audit Report


2024-10-25

|                 |  |
|-----------------|--|
| Created:        | 2024-10-24   |
| By:             | Angelos Sigalas (angelos@privatecapitaladvisors.co.uk) |
| Status:         | Signed   |
| Transaction ID: | CBJCHBCAABAA0SSN2krAprXM7MS6d59KiXGoSJk7yZwN           |


## "Revised BJSPA Trustee Annual Report" History

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 Agreement completed.

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Brookland Junior School Parent's Association

1145110

## Receipts and payments accounts

CC16a

For the period  
from

01/09/2023


To

31/08/2024

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest £ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|---|---|--|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |   |   |  |                                 |                               |
| Fundraising Events                                    | 16,773                                    | -                                       | -                                      | 16,773                          | -                             |
| Donations   | 16,158                                    | 22,869                                  | -                                      | 39,027                          | -                             |
| Interest  | 118                                       | -                                       | -                                      | 118                             | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>33,049</b>                             | <b>22,869</b>                           | <b>-</b>                               | <b>55,918</b>                   | <b>-</b>                      |
| <b>A2 Asset and investment sales, (see table).</b>    |   |   |  |                                 |                               |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total receipts</b>                                 | <b>33,049</b>                             | <b>22,869</b>                           | <b>-</b>                               | <b>55,918</b>                   | <b>-</b>                      |
| <b>A3 Payments</b>                                    |   |   |  |                                 |                               |
| Cost of Fundraising Events                            | 3,075                                     | -                                       | -                                      | 3,075                           | -                             |
| Donations paid to school                              | 23,790                                    | 22,869                                  | -                                      | 46,659                          | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>26,865</b>                             | <b>22,869</b>                           | <b>-</b>                               | <b>49,734</b>                   | <b>-</b>                      |
| <b>A4 Asset and investment purchases. (see table)</b> |   |   |  |                                 |                               |
|   | -   | -                                       | -                                      | -                               | -                             |
|   | -   | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>26,865</b>                             | <b>22,869</b>                           | <b>-</b>                               | <b>49,734</b>                   | <b>-</b>                      |
| <b>Net of receipts/(payments)</b>                     | <b>6,185</b>                              | <b>-</b>                                | <b>-</b>                               | <b>6,185</b>                    | <b>-</b>                      |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                  | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>14,160</b>                             | <b>-</b>                                | <b>-</b>                               | <b>14,160</b>                   | <b>-</b>                      |
| <b>Cash funds this year end</b>                       | <b>20,344</b>                             | <b>-</b>                                | <b>-</b>                               | <b>20,344</b>                   | <b>-</b>                      |

## 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 Balances   | 20,344                          | -                             | -                            |
|   | Unbanked Cash   | -                               | -                             | -                            |
|   |   | -                               | -                             | -                            |
|   | <b>Total cash funds</b>   | 20,344                          | -                             | -                            |
|   | (agree balances with receipts and payments account(s))                              | OK                              | OK                            | OK                           |
|   |   | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| <b>B2 Other monetary assets</b>                             | Details   |                                 |                               |                              |
|   |   | -                               | -                             | -                            |
|   |   | -                               | -                             | -                            |
|   |   | -                               | -                             | -                            |
|   |   | -                               | -                             | -                            |
|   |   | -                               | -                             | -                            |
| <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)     |
|   |   |                                 | -                             | -                            |
|   |   |                                 | -                             | -                            |
|   |   |                                 | -                             | -                            |
|   |   |                                 | -                             | -                            |
|   |   |                                 | -                             | -                            |
|   |   |                                 | -                             | -                            |
|   |   |                                 | -                             | -                            |
|   |   |                                 | -                             | -                            |
| <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              |                              |
|   |  | Angelos Sigalas                 | 24/10/2024                    |                              |
|   |   |                                 |                               |                              |





Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Brookland Junior School Parents Association

On accounts for the year  
ended

31 August 2024

Charity no  
(if any)

1145110

Set out on pages

(remember to include the page numbers of additional sheets)

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

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

*Howard Lesser*

Date:

11 December 2024

Name:

Howard Lesser

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

Address:

99 Brim Hill, London, N2 0EZ

Only complete if the examiner needs to highlight 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.**