



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.09.2020 To 31.08.2021

Charity name: Friends of St Lawrence C of E Primary School

Charity registration number: 1145941

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ol style="list-style-type: none">1. To work with governors and staff of St Lawrence School to enable the strategic vision of the School Development Plan to be realised through genuine partnership.2. To provide support for school events.3. To enable parents and friends of St Lawrence to feel welcome and involved in social events out of school hours.4. To raise funds for the benefit of the whole school community to enrich curriculum experience that cannot be supported by the LEA.5. To promote the school as the school of choice for the Chobham area.
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	<p>Despite the ongoing Covid-19 restrictions, FoSL have attempted to continue with our fundraising and have hosted many events and initiatives, in the attempt to provide variety and to encourage inclusive practices within our school community.</p> <p>This would not be possible without the support and attendance of FoSL members so thank you on behalf of the FoSL Committee for all your efforts.</p> <ol style="list-style-type: none">1. Second-hand Book Sales x2 – held during school hours. A chance for all children to buy a book/s (all donated by families of the school). Popular and simple event – to be repeated2. Mini Christmas Fair – attended by children only and held during school hours. A lovely event aimed to bring some Christmas excitement to the children, particularly considering Covid-19 restrictions meaning a limited number of other activities available in 20203. Christmas Raffle – very successful raffle

		<p>this year, probably due to a lack of other Christmas events hence many more parents supported the raffle</p> <ol style="list-style-type: none"> 4. Christmas Trail (new event) – wonderful new event designed for families to do together (not as a school group) whilst we were in restricted times / lockdown 5. Easter Egg Hunt – popular and fun event allowing all children to join in with the Egg Hunt and collect several eggs 6. Mini Summer Fair – similar in style to the Mini Christmas Fair. Lovely event for the children – lots of fun on a warm day. Again, no parents allowed due to restrictions on size of gatherings 7. Bags4School x 2 – easy way to raise some funds for FoSL and helpful for all in the community to donate their old clothes etc to a good cause. Popular with both school and wider Chobham community 8. Large fundraising activity (a letter requesting donations) initiated by a member of the school governing body to support the purchase of IT equipment identified as lacking for families during the home-schooling period
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trustees confirm that due regard has been paid to the public benefit guidance, published by the Charity Commission in considering the objectives set out in our Constitution, and in planning our activities during this year.</p> <p>The Charity's objectives of enhancing the education of the schools' pupils through developing effective relationships between parents and staff and engaging in fundraising to supplement the schools' budget funding have been foremost in the minds of the Trustees this year, as in every year.</p>

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>2020 / 2021 Achievements</p> <p>The FoSL fundraising has contributed to one main school activity this year – the provision of IT equipment.</p> <p>The equipment was designed to improve the lockdown situation for some of our families and is now being used by all children in the school.</p> <p>As per our end of year accounts commentary, FoSL provided funds for the purchase of new iPads, new charging trolleys, a full set of headphones and a software subscription.</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		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Cash funds at 01/09/2020 £2,994</p> <p>Total receipts £28,470</p> <p>Total payments (£19,156)</p> <p>Net payments £9,314</p> <p>Cash funds at 31/8/2012 £12,308</p> <p>(See annual accounts for full details)</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Going forwards we have a larger balance than we might expect. This is mainly due to the large IT Fund donation during this year and fewer requests for other items.</p> <p>Appropriate spend has also been affected by the Covid-19 pandemic. The school has prioritised the smooth operation of the day to day running of the school over and above the commencement of new projects that we would often be asked to contribute towards.</p>
Amount of reserves held	Para 1.22	<p>£12,308</p> <p>Specifically:</p> <ul style="list-style-type: none"> - £4,298 held in the IT Fund - £8,010 held for ongoing FoSL projects
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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		
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Structure, Governance and Management

Description of charity's trusts:		Members of Friends of St Lawrence decide and vote on FoSL events and expenditure at meetings held at least once an academic term. Chair and Vice Chair, plus one member of staff are listed as trustees of the charity
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	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	Trustees are usually comprised of: 1. Staff member at St Lawrence 2. Chair of Friends of St Lawrence 3. Vice Chair of Friends of St Lawrence

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 St Lawrence C of E primary school
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Other name the charity uses	N/A
Registered charity number	1145941
Charity's principal address	St Lawrence C of E primary school Bagshot Road Chobham Surrey Gu24 8AB

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	Orla Engleman	Chair		
2	Sharon Whiting	Vice Chair		
3	Anne Tucker	Deputy Headteacher		
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the	N/A

charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
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)

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A



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)		
Full name(s)	Orla Engleman	Sharon Whiting
Position (eg Secretary, Chair, etc)	Chair - FoSL	Vice Chair - FoSL
Date	27.09.2021	28.09.2021

Friends of St Lawrence (FoSL)
Receipts and Payments Accounts
Year ended 31 Aug 2021

	2020/21		2019/20	
	£	£	£	£
RECEIPTS				
Bag2School	414		532	
Book Sales	630		-	
Own Clothes Day	494		-	
Christmas Raffle	1,026		966	
Christmas Events	1,048		3,273	
Easter Egg-travaganza	898		-	
Summer Fair	791		75	
Sponsored Events	-		145	
School Lottery	357		-	
FoSL IT Fund	22,551		-	
Chobham Carnival	-		-	
Pantomime	-		1,615	
Disco	-		720	
Quiz Night	-		909	
Sports Day	-		169	
Year 6 Leavers	-		280	
Misc receipts	263		359	
		28,470		9,041
PAYMENTS				
Admin costs	(268)		(130)	
Christmas Raffle costs	(47)		(47)	
Christmas Event costs	(223)		(1,113)	
Easter Egg-travaganza costs	(263)		-	
Summer Fair costs	(78)		-	
FoSL donations to school	-		(21,498)	
FoSL IT Fund donations to school	(18,253)		-	
Chobham Carnival costs	(25)		-	
Pantomime costs	-		(1,140)	
Disco costs	-		(65)	
Quiz Night costs	-		(309)	
Year 6 Leavers donations	-		(295)	
		(19,156)		(24,597)
Excess of Receipts over Payments		9,314		(15,556)
STATEMENT OF ASSETS & LIABILITIES				
<u>Opening Balances as at 1st September 2020</u>				
Current Account	2,994		18,550	
Cash in Hand	-		-	
Other	-	2,994	-	18,550
<u>Less Excess receipts/Deficit for year</u>		<u>9,314</u>		<u>(15,556)</u>
		12,308		2,994
<u>Closing Balances as at 31st Aug 2021</u>				
Current Account	12,308		2,994	
Cash in Hand	-		-	
Other	-	12,308	-	2,994
		12,308		2,994

Charity Commission Independent examiner's report on the accounts completed 21.09.2021
Emily Larive FCA (ICAEW)



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
FRIENDS OF ST LAWRENCE C OF E PRIMARY SCHOOL

On accounts for the year
ended

31st August 2021

Charity no
(if any)

1145941

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 **31/08/2021**.

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:

EMJ Larivé

Date:

21/09/2021

Name:

Emily Larive

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

FCA (ICAEW)

Address:

57 Kettlewell Close, Woking, GU21 4HY