



Trustees' Annual Report for the period

From

Period start date		
Day	Month	Year

To

Period end date		
Day	Month	Year

Section A Reference and administration details

Charity name

Friends of Potters Gate

Other names charity is known by

Registered charity number (if any)

1152025

Charity's principal address

Potters Gate School

Potters Gate

Farnham

Postcode

GU9 7BB

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	Elizabeth Marsh	Co-Chair		
2	Emma Stanley	Co-Chair		
3	Shirley Hesry	Treasurer		
4				
5				
6				
7				
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

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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 Adopted 06/03/2013
How the charity is constituted (eg. trust, association, company)	Standard Registration
Trustee selection methods (eg. appointed by, elected by)	Appointed 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.

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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:
 1) Developing effective relationships between the staff parents and others associated with the school
 2) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils

Hold numerous fun events during the year to raise funds for equipment and experiences for the children of Potters Gate School.

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.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Held various fund raisers e.g. Christmas and Summer Fair.

Section E

Financial review

Brief statement of the charity's policy on reserves

It is policy to keep a minimum cash reserve of £5000 in the bank account.

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.

The charity's principal source of funds is fundraising during the year.
The expenditure during the year was split as follows - £8,132 was spent on running the fundraising events and £14,835 was donated to the school.
The charity does not make any investments, funds are kept in the charity.

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)		
Position (eg Secretary, Chair, etc)		
Date		

Section E

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Section F

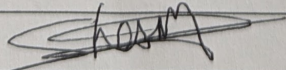
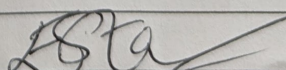
Other optional information

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)	SHIRLEY HESRY	Emma Stanley
Position (eg Secretary, Chair, etc)	TREASURER	Co - Chair
Date	29/06/2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of Potters Gate School

No (if any)

Receipts and payments accounts

For the period
from

9/1/2021

To

8/31/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Income from Fund Raising	37,447	-	-	37,447
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	37,447	-	-	37,447
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	37,447	-	-	37,447
A3 Payments				
Cost of Fund Raising	8,132	-	-	8,132
Expenditure	14,835	-	-	14,835
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	22,967	-	-	22,967
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	22,967	-	-	22,967
Net of receipts/(payments)	14,480	-	-	14,480
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	18,325
Cash funds this year end	14,480	-	-	32,805

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Lloyds Bank	32,777	-
	Cash in Hand	28	-
		-	-
	Total cash funds	32,805	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets			-
			-
			-
			-
			-
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities			-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	
		Shirley Hesry	

CC16a



Last year
to the nearest £

7,628
-
-
-
-
-
-
-
-
7,628

-
-

7,628

423
13,159
-
-
-
-
-
-
-
13,582

-

13,582

-	5,954
-	
	24,279
	18,325



**Endowment
funds**
to nearest £

-
-
-
-

OK

**Endowment
funds**
to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-

**Current value
(optional)**

-
-
-
-
-
-
-
-
-

**When due
(optional)**

Date of
approval

6/27/2023



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
FRIENDS OF POTTERSGATE

On accounts for the year
ended

31/08/2022

Charity no
(if any)

1152025

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 31/08/2022.

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 (other than that disclosed below *) 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:

Sarah Cross

Date:

29/6/23

Name:

Sarah Cross

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

Association of Accounting Technicians

Address:

*8 Byworth Road
Farnham
Surrey GU9 7BT*