

ALDWICKBURY FRIENDS ASSOCIATION

England & Wales · Charity number 1155137

Details

Other names AFA

Status Registered

Legal form Other

Registered 2013-12-30

Register [View on the Charity Commission register](#)

Contact

Address Aldwickbury School
Wheathampstead Road
Harpenden
Hertfordshire
AL5 1AD

Phone 01582713022

Activities

Objects: TO ADVANCE THE EDUCATION OF BOYS IN THE SCHOOL, IN PARTICULAR BY: BRINGING TOGETHER THE PARENTS, STAFF, GOVERNORS AND BOYS INTERESTED IN THE WELLBEING OF ALDWICKBURY SCHOOL, THROUGH SOCIAL, CULTURAL AND OTHER ACTIVITIES. FOSTERING MORE EXTENDED RELATIONSHIPS BETWEEN THE SCHOOL, PARENTS, THE LOCAL COMMUNITY AND OTHERS ASSOCIATED WITH THE SCHOOL. PROVIDING FACILITIES AND EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF BOYS IN THE SCHOOL. SUPPORTING THE SCHOOL IN PROMOTING THE BOYS' INVOLVEMENT WITH CHARITABLE FUNDRAISING AND AWARENESS OF THE NEEDS OF OTHERS IN THE COMMUNITY.

Activities: AFA hosts various activities which bring together different sections of the Aldwickbury School community. These activities include fundraising events to enable the provision of facilities and equipment which will enhance the education of the pupils at the School. In addition, AFA works with the School to provide opportunities for pupils to be involved with supporting a range of charitable causes.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

Geography

- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£65,122	£62,441	-	-
2024-07-31	£102,640	£86,154	-	-
2023-07-31	£72,722	£83,691	-	-
2022-07-31	£89,249	£77,987	-	-
2021-07-31	£11,021	£11,831	-	-
2020-07-31	£26,600	£18,749	-	-

Trustees

Name	Role	Appointed
Chris Schanschieff		2017-09-01
Claire Lamb		2024-08-01
Danica Jade Stevenson		2023-08-01
Hannelore Crockford		2023-08-01
Jane Ellen Hurst		2023-05-19
Jennifer Lauterpacht		2025-08-01
Jenny Lyon		2025-08-01
Katie Ogilvie		2024-08-01
Lucie Sidwell		2022-08-01
Lucy Elizabeth Thomson		2023-08-01
Manisha Pankhania		2024-08-01
Paul James Symes		2021-08-01
Susan Fuller		2024-08-01
Victoria Elizabeth Finnemore		2024-08-01

ALDWICKBURY FRIENDS ASSOCIATION

England & Wales - Charity number 1155137

Accounts



Aldwickbury Friends Association (AFA)

Trustees' Report and Financial Statements

Year ended 31 July 2025

Mrs J Hurst, Treasurer

Mrs M Panikharis, Secretary

Mrs A Baker

Mr M Evans

Mr R Gundry

Mrs C Procter

Mrs L Gröwell

Mrs R Gupta

Mrs R Charleston

Mrs L Thomson

Mrs D Stevenson

Mrs K Ogilvie

Mrs S Fuller

Mrs V Finlayson

Mrs C Lamb

Mr K Ogilvie, Mrs S Fuller, Mrs M Panikharis and Mrs C Lamb were appointed as auditors to the AFA for the year ended 31 July 2025.

The AFA is a company limited by guarantee and is registered in England and Wales as a company limited by guarantee.

The AFA is a charity registered with the Charity Commission for England and Wales.

Mrs Targe, Secretary

Barclays Bank Plc

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Trustees' Report

The Trustees of Aldwickbury Friends Association ("AFA") have pleasure in presenting their report and financial statements for the year ended 31 July 2025.

Aldwickbury Friends Association was established on 28 February 2012. It was registered as a charity with the Charity Commission for England and Wales (the "Charity Commission") on 30 December 2013. AFA's charity registration number is 1155137.

The Trustees have prepared their Report and Financial Statements in accordance with the Charity Commission guidance applicable to registered charities and the Charities Act.

Administrative information

Name: Aldwickbury Friends Association ("AFA")

Address: Aldwickbury School
Wheathampstead Road
Harpenden
Herts
AL5 1AD

Trustees:

- Mr P Symes: President
- Mrs R Issott: Chair
- Mrs H Crockford: Vice Chair
- Miss J Hurst: Treasurer
- Mrs M Pankhania: Secretary
- Mr C Schanschieff
- Mrs A Baxter
- Mr M Evans
- Mr R Gurney
- Mrs C Procter
- Mrs L Sidwell
- Mrs R Gupta
- Mrs R Charleston
- Mrs L Thomson
- Mrs D Stevenson
- Mrs K Ogilvie
- Mrs S Fuller
- Mrs V Finnemore
- Mrs C Lamb

Mrs K Ogilvie, Mrs S Fuller, Mrs M Pankhania, Mrs V Finnemore and Mrs C Lamb were appointed as trustees and Mrs R Grant, Mrs F Pattison and Mrs O Walker resigned as trustees at the start of the year.

Independent Examiner: Mrs Tanya Morris-Jones
Bankers: Barclays Bank PLC

Structure, governance and management

Governing document and membership

Aldwickbury Friends Association is the association of friends of Aldwickbury School, Harpenden ("the School"). It is an unincorporated association governed by a constitution.

AFA's membership comprises all parents and guardians of pupils at Aldwickbury School, all staff at the School and the School's Governors. Other persons wishing to offer help or support to the School may also be admitted to membership.

Recruitment and appointment of Trustees

AFA is administered by a Committee of Trustees, which comprises a President, Chair, Vice-Chair, Secretary, Treasurer, and up to fifteen further members. Aldwickbury School may appoint up to three members. The Board of Governors of the School may appoint one member. The remaining members are elected from among AFA's membership at a general meeting for a two-year term of office. Two terms are permitted.

Induction and training of Trustees

Trustees are provided, upon election or appointment to the Committee, with an induction pack, which includes:

- The Constitution
- Role descriptions for AFA officers
- Event planning and procedures guidance
- Child protection policy guidance
- Donations policy

Organisational structure

A meeting of the full Committee of Trustees takes place a minimum of twice a year - once in the autumn term and once in the summer term (known as formal meetings). The detailed planning of AFA's programme of activities and management of administrative matters is performed on behalf of the Committee of Trustees by a sub-committee comprising all the elected parent Trustees and one of the School Staff Trustees. This sub-committee meets as necessary - at least once a term (known as informal meetings). All major decisions made by this sub-committee are ratified at the subsequent full Committee meeting.

Events are organised by "event sub-committees". These comprise at least one Trustee, with remaining members being members of AFA who have volunteered to be on the event sub-committee.

A team of volunteer year group parent representatives is also formed annually to serve for a school year. This team provides a communication link between the Trustees and AFA's membership amongst parents in all the year groups and supports the Trustees in carrying out the aims of AFA.

Trustee

Relationship with other organisations

AFA is a member of PTA UK, the national charity for parents in England, Wales and Northern Ireland.

Related party transactions

Any related party transactions will be disclosed and Trustees will declare any related party interests and will not be involved in any such transactions regarding any such transactions.

Risk assessment

The Trustees consider health and safety and event basis, producing a risk assessment document. The Chairman and the President. The risk assessment which is completed for all events organised by AFA is a risk assessment of the event.

Where other organisations are used to run events, the Trustees ensure appropriate assessments and public liability insurance cover is in place for Trustees.

All appropriate statutory checks, including background checks, are carried out on trustees of AFA.

The AFA Finance Procedures document sets out the framework in place for management of the financial risks.

Aims and activities

Charitable aims

The aim of AFA is to advance the educational and recreational interests of the School, in particular by:

- Bringing together the parents, staff and the School, through social, cultural and sporting activities
- Fostering more extended relationships with the community and others associated with the School
- Providing facilities and equipment for the education of boys in the School.
- Supporting the School in promoting the School and awareness of the needs of other schools.

Relationship with other organisations

AFA is a member of PTA UK, the national charity representing parent teacher associations in England, Wales and Northern Ireland.

Related party transactions

Any related party transactions will be disclosed in the Financial Statements. Trustees will declare any related party interests and will withdraw from discussions and decision-making regarding any such transactions.

Risk assessment

The Trustees consider health and safety and child protection risks in detail on an event-by-event basis, producing a risk assessment document for each event, which is signed off by the Chairman and the President. The risk assessment is part of an extensive event checklist, which is completed for all events organised by AFA and which provides a comprehensive assessment of the event.

Where other organisations are used to run, or supply services for, an event, their risk assessments and public liability insurance documents are obtained and examined by the Trustees.

All appropriate statutory checks, including DBS checks, are conducted as required for the trustees of AFA.

The AFA Finance Procedures document sets out the procedures, which the Trustees have in place for management of the financial risks to which AFA may be exposed.

Aims and activities

Charitable aims

The aim of AFA is to advance the education of boys in Aldwickbury School, Harpenden, in particular by:

- Bringing together the parents, staff, Governors and boys interested in the wellbeing of the School, through social, cultural and other activities.
- Fostering more extended relationships between the School, parents, the local community and others associated with the School.
- Providing facilities and equipment, which support the School and advance the education of boys in the School.
- Supporting the School in promoting the boys' involvement with charitable fundraising and awareness of the needs of others in the community.

Public Benefit Statement

The Trustees have taken due regard to the guidance published by the Charity Commission on public benefit.

AFA exists to benefit the pupils, parents, teachers and other members of the wider School community of Aldwickbury School. The beneficiary of funds raised by AFA is Aldwickbury School Trust Limited, unless funds are raised for a specified external charity as part of AFA's aim of promoting the boys' involvement with charitable fundraising. Monies or goods are donated to Aldwickbury School Trust Limited at the discretion of AFA's Trustees and in accordance with AFA's aim of advancing the education of boys in the School.

Summary of main activities

The main activities of AFA are:

- hosting a range of social, cultural and other activities to bring together different sections of the Aldwickbury School community;
- supplementing the School's programme of new parent events by holding welcome coffee mornings for those parents joining the School in years which are not the main stages of new pupil intake;
- holding cake sales;
- selling second hand uniform to parents;
- working with the School in providing pupils with opportunities to be involved with supporting charities by fundraising and other activities;
- supporting the School at occasional special events.

Achievements and performance

Events

The year to 31 July 2025 saw AFA supporting the boys chosen charity, Dementia UK, as well as a number of activities for individual year groups and whole school activities. Most activities have the dual purpose of fundraising and bringing the school together. The following activities took place:

- A **BMX and scooter day** was held for the entire school with younger boys on scooters and older boys on BMXs including an assembly.
- The Pre-prep boys had a **visit from Santa**.
- **Second hand uniform** was sold online throughout the year.
- **Cake sales** were held for the boys on a Friday twice a term.
- AFA collected **winter clothing donations** to give to two Luton schools with families in need. AFA also collected **Christmas gifts** donated by parents to give to the children at these schools and gifted **£4,000 of supermarket vouchers**.
- A Christmas collection from selling pre-worn Christmas jumpers, parents wreath making and student card making raised £500 for The Salvation Army.
- A **film afternoon** was held for pre-prep boys.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2025

- **Fireworks** were held for the entire school and a Spring **Bazaar** was held with stalls and activities across the School grounds and was greatly enjoyed by Aldwickbury families. The Bazaar is the largest fundraising event in the year.
- A **Quiz** and a **Wine Tasting** event were held for parents.
- The **disco** for boys in years 7 and 8 was held with local girls schools.
- A **Summer party** was held for parents.

The Trustees are very grateful for the support given to AFA by parents and staff in organising and running these events.

Financial review

The Trustees have elected to prepare the financial statements on an accruals basis.

Financial performance

Many of the events organised by AFA are for the dual purpose of furthering one or more of the aims of the Association and for generating funds, but other events, for example uniform sales are usually held with the primary purpose of fundraising.

The income generated by fundraising activities during the year totalled £65,122 (2024: £102,640) and was the sole source of funding for the Association. Total expenditure incurred in holding these events (included within the category of "fundraising trading costs") was £41,672 (2024: £65,913), giving net income from fundraising events of £23,450 (2024: £36,727). Note this variation in net income is driven by 2024 being a record year for bazaar profit, a ball year instead of a party (a ball traditionally makes more money) plus the BMX day run in 2025 increased costs.

During the year AFA made total funds to be donated of £(20,007) (2024: £(18,888)). This consists of donations to charities.

Governance expenses in the year were £(762) (2023: £(1,353)). Note the increased governance expenses in 2024 are due to not accruing for expenses in 2022/23.

Total net funds increased by £2,682 (2024: increase of £16,486).

Funds

AFA operates an unrestricted fund, which is categorised as having two components:

- Unrestricted, designated funds. During the year these comprised funds raised for other charities and projects. The funds raised are allocated to designated funds and then either paid on to the chosen recipient charity or ring-fenced for future projects. Total designated funds at 31 July 2025 were £6,724 (2024: £15,487).
- General funds. These comprise the remainder of the unrestricted funds necessary to fund ongoing costs and provide protection against risks to AFA. The general funds are available for use in furthering any of the aims of AFA, at the discretion of the Trustees. General funds at 31 July 2025 amounted to £51,621 (2024: £40,176).

Reserves

The Trustees review annually the reserves policy and the level of reserves. This review takes into account future funding requests from Aldwickbury School Trust Limited, likely future costs and AFA's potential liabilities, in addition to ongoing administration costs. This review is linked to a six-month forward financial plan.

Reserves may accumulate beyond this level if the Trustees consider it appropriate to set funds aside for the purposes of possible future large-scale funding projects. Funds in reserves may also accumulate if admissible funding applications received from the School in a period are significantly less than net incoming resources in that period. Funding applications are

Financial statements on an accruals basis.

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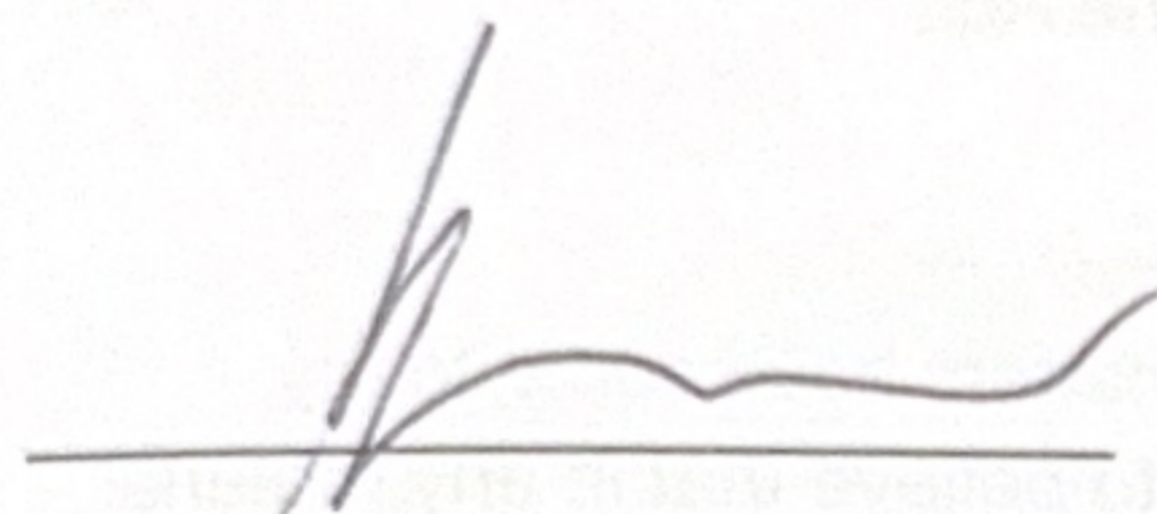
considered admissible if, in the Trustees' opinion, they meet AFA's aims and comply with the
donations policy agreed by the Trustees.

As at 31 July 2025 the Trustees believe that the charity has sufficient reserves on current
projections to meet future requirements.

Independent Examiner

The Independent Examiner, Mrs Tanya Morris-Jones, is seeking re-election at the AGM.

This report was approved by the Trustees on 2026 and signed on their behalf by:



Paul Symes

DATE 2026

Independent Examiner's Report to the Trustees of Aldwickbury Friends Association ("AFA")

I report on the trustees on my examination of the accounts of AFA for the year ended 31 July 2025, which are set out on pages 11 to 17.

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').

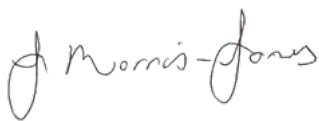
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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; or
- 3) The accounts do 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.



Mrs Tanya Morris-Jones
MJ Accounting Services

DATE 29th May 2026

The Trustees of
AFA")

Accounts of AFA for the year ended 31 July

for the preparation of the accounts in
2011 ('the Act').

Accounts carried out under section 145 of
the Act followed all the applicable Directions
(b) of the Act.

Material matters have come to my
attention which cause to believe that in any material

Trust as required by section 130 of

Requirements concerning the form and
content (Accounts and Reports) Regulations 2008
to give a 'true and fair view' which is not a
qualification.

Matters in connection with the
Trust's report in order to enable a proper

DATE 2026

Statement of Financial Activities

Year to 31 July 2025

	Note	Unrestricted funds: general 2025 £	Unrestricted funds: designated 2025 £	Current year total 2025 £	Prior year total 2024 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	4	-	-	-	-
Activities for generating funds	5	64,107	1,015	65,122	102,640
Total incoming resources		64,107	1,015	65,122	102,640
Resources expended					
Costs of generating funds					
Fundraising trading costs	6	(41,672)	-	(41,672)	(65,913)
Charitable activities	7	-	(20,007)	(20,007)	(18,888)
Governance costs	8	(762)	-	(762)	(1,353)
Other resources expended	9	-	-	-	-
Total resources expended		(42,434)	(20,007)	(62,441)	(86,154)
Net (decrease) / increase in funds	3	21,673	(18,992)	2,681	16,486
Reallocation of funds for designated projects		(10,229)	10,229	-	-
Total funds brought forward		40,177	15,487	55,664	39,178
Total funds carried forward		51,621	6,724	58,346	55,664

The notes on pages 13 to 17 form an integral part of these financial statements.

Balance sheet

As at 31 July 2025

	Note	2025 £	2024 £
Current assets			
Debtors	12	500	500
Cash at bank and in hand		58,446	55,764
Total current assets		<u>58,946</u>	<u>56,264</u>
Creditors: amounts falling due within one year	13	(600)	(600)
Net current assets		<u>58,346</u>	<u>55,664</u>
Provisions for liabilities and charges		-	-
Net assets		<u>58,346</u>	<u>55,664</u>

Represented by:

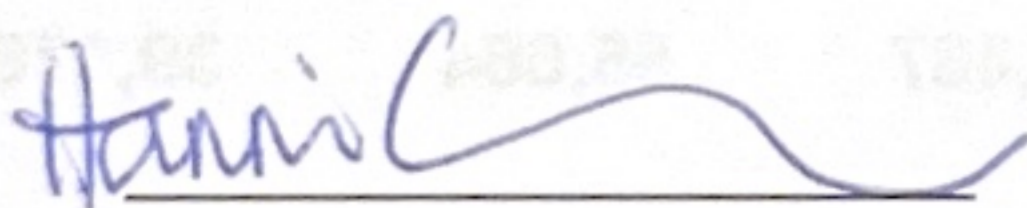
Funds of the Association

Unrestricted funds:

General funds	3	52,086	40,176
Designated funds	3	6,260	15,487
Total funds		<u>58,346</u>	<u>55,664</u>

The notes on pages 13 to 17 form an integral part of these financial statements.

Approved by the Trustees on 2026 and signed on their behalf by:



Hannelore Crockford

Paul Symes

Notes to the financial statements

1. Basis of preparation

These financial statements have been prepared on the basis of historic cost, in accordance with "Accounting and Reporting by Charities – Statement of Recommended Practice" (SORP) 2005, with the provisions of Section 1A for "Small Entities" of Financial Reporting Standard 102 and with the Charities Act.

2. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

i) Incoming resources

Incoming resources are included in the Statement of Financial Activities (SoFA) on an accruals basis, when entitlement to the resources is established, when the Trustees are virtually certain that they will receive the resources and when the monetary value can be measured with sufficient reliability. Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross within the SoFA.

ii) Resources expended

Resources expended are recorded on an accruals basis in the period in which an obligation to pay has been established.

iii) Fixed assets

Items of equipment with a cost of more than £1,000 and a useful life of more than one year are capitalised and depreciated over their useful life.

iv) Stock

Stock is valued at the lower of cost and net realisable value.

3. Funds

General funds are unrestricted funds, which are available for use in furtherance of AFA's aims at the discretion of the Trustees.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes, as detailed in the Financial Review section of the Trustees' Report.

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664

40,176

15,487

55,664

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ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2025

4. Incoming resources: voluntary income

	2025	2024
	£	£
Other voluntary donations	-	-
	-	-
	-	-

5. Incoming resources: activities for generating funds

All events, which generate fundraising income, are included under "activities for generating funds" in the Statement of Financial Activities. The corresponding costs of these events are included in fundraising trading costs (Note 6). However, many of these events are organised for the purposes of both fundraising and furthering at least one of AFA's four charitable aims (in particular, bringing parents, staff and boys together at events and promoting the boys' involvement with charitable fundraising).

	Unrestricted funds: general	Unrestricted funds: designated	Total	Prior year
	2025	2025	2025	2024
	£	£	£	£
Summer Ball	-	-	-	59,181
Summer Party	20,867	-	20,867	-
Bazaar	9,725	6,260	15,985	17,048
Fireworks	6,649	-	6,649	6,172
Uniform sales	5,704	-	5,704	5,300
Wine tasting	4,895	-	4,895	4,025
Disco	4,567	-	4,567	2,878
Quiz	1,741	465	2,206	2,377
Wreaths	1,365	-	1,365	2,355
Cake Sales	1,086	-	1,086	1,072
Pre-Prep Film	666	-	666	615
Christmas Cards	-	446	446	446
Christmas Jumpers	-	147	147	139
Tea Towels	-	-	-	826
Miscellaneous	540	-	540	652
	57,805	7,318	65,122	102,640

Note: £6,725 was transferred in the financial year

6. Fundraising trading costs

	Unrestricted funds: general	Unrestricted funds: designated	Total	Prior year
	2025	2025	2025	2024
	£	£	£	£
Summer Ball	-	-	-	(50,253)
Summer Party	(16,517)	-	(16,517)	-
Disco	(4,160)	-	(4,160)	(3,140)
Wine tasting	(3,663)	-	(3,663)	(3,376)
Bazaar	(3,466)	-	(3,466)	(2,211)
Fireworks	(3,210)	-	(3,210)	(2,970)
Wreaths	(1,186)	-	(1,186)	(1,923)
Quiz	(713)	-	(713)	(283)
Pre-Prep Santa	(226)	-	(226)	(279)
Uniform sales	(110)	-	(110)	(191)
Pre-Prep Film	(25)	-	(25)	(20)
Tea Towels	-	-	-	(359)
Cake sales	-	-	-	(30)
Miscellaneous	(8,396)	-	(8,396)	(2,232)
	<u>(41,672)</u>	<u>-</u>	<u>(41,672)</u>	<u>(67,267)</u>

Miscellaneous spend in 2025 includes purchase of branded coffee cups to sell at events such as the school bazaar (£3,370) and the BMX and Scooter day (£4,170)

7. Expenditure on charitable activities

	Unrestricted funds: General	Unrestricted funds: designated	Total	Prior year
	2025	2025	2025	2024
	£	£	£	£
Donations to charities:				
SANDS	-	(7,812)	(7,812)	
Luton schools	-	(3,970)	(3,970)	(3,975)
Salvation Army	-	(550)	(550)	(1,000)
Donation to Aldwickbury School	-	(7,675)	(7,675)	(13,913)
Total donations	<u>-</u>	<u>(20,007)</u>	<u>(20,007)</u>	<u>(18,888)</u>

Note: £6,725 was transferred to the boys chosen charity, Dementia UK in 2025/26 financial year

8. Governance costs

	2025	2024
	£	£
Membership of PTA UK	(162)	(153)
Independent Examiner	(600)	(1,200)
Totals	(762)	(1,353)

Note: Costs for independent examiner in 2024 is for two years as not accrued in 2022/23

9. Other resources expended

	2024	2024
	£	£
Other	-	-
Totals	-	-

10. Trustees' expenses and emoluments

The Trustees received no emoluments during the year (2024: £nil). Expenses may be reimbursed when it is necessary for a Trustee, on behalf of AFA, to pay for goods or services required for fundraising activities or for the administration and governance of AFA.

Expenses were reimbursed to Trustees during the year as follows:

	Number of Trustees reclaiming	Total cost		Total cost
	2025	2025	2024	2024
	No.	£	No.	£
	8	(9,143)	8	(12,687)

11. Related party transactions

There were no related party transactions during the year.

12. Debtors

	2025	2024
	£	£
Prepayment for 2024/35 event	500	500
Totals	500	500

13. Creditors

Amounts falling due within one year:

	2025	2024
	£	£
Creditors due within one year	600	600
Totals	600	600

ALDWICKBURY FRIENDS ASSOCIATION

England & Wales - Charity number 1155137

Accounts



Aldwickbury Friends Association (AFA)

Trustees' Report and Financial Statements

Year ended 31 July 2024

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Trustees' Report

The Trustees of Aldwickbury Friends Association ("AFA") have pleasure in presenting their report and financial statements for the year ended 31 July 2024.

Aldwickbury Friends Association was established on 28 February 2012. It was registered as a charity with the Charity Commission for England and Wales (the "Charity Commission") on 30 December 2013. AFA's charity registration number is 1155137.

The Trustees have prepared their Report and Financial Statements in accordance with the Charity Commission guidance applicable to registered charities and the Charities Act.

Administrative information

Name: Aldwickbury Friends Association ("AFA")

Address: Aldwickbury School
Wheathampstead Road
Harpenden
Herts
AL5 1AD

Trustees: Mr P Symes: President
Mrs R Issott: Chair
Miss J Hurst: Treasurer
Mrs R Grant: Secretary
Mr C Schanschieff
Mrs A Baxter
Mr M Evans
Mr R Gurney
Mrs C Procter
Mrs L Sidwell
Mrs H Crockford
Mrs R Gupta
Mrs R Charleston
Mrs L Thomson
Mrs F Pattinson
Mrs O Walker
Mrs D Stevenson

Mrs H Crockford, Miss J Hurst, Mrs D Stevenson, Mrs R Charleston, Mrs F Pattinson, Mrs O Walker and Mrs L Thomson were appointed as trustees and Mrs F Forster, Mrs J Marriott, Mrs C Qualtrough, Mrs K Wenn and Mrs H Finnie resigned as trustees at the start of the year.

Independent Examiner: Mrs Tanya Morris-Jones
Bankers: Barclays Bank PLC

Structure, governance and management

Governing document and membership

Aldwickbury Friends Association is the association of friends of Aldwickbury School, Harpenden (“the School”). It is an unincorporated association governed by a constitution.

AFA’s membership comprises all parents and guardians of pupils at Aldwickbury School, all staff at the School and the School’s Governors. Other persons wishing to offer help or support to the School may also be admitted to membership.

Recruitment and appointment of Trustees

AFA is administered by a Committee of Trustees, which comprises a President, Chair, Vice-Chair, Secretary, Treasurer, and up to fifteen further members. Aldwickbury School may appoint up to three members. The Board of Governors of the School may appoint one member. The remaining members are elected from among AFA’s membership at a general meeting for a two-year term of office. Two terms are permitted.

Induction and training of Trustees

Trustees are provided, upon election or appointment to the Committee, with an induction pack, which includes:

- The Constitution
- Role descriptions for AFA officers
- Event planning and procedures guidance
- Child protection policy guidance
- Donations policy

Organisational structure

A meeting of the full Committee of Trustees takes place a minimum of twice a year - once in the autumn term and once in the summer term (known as formal meetings). The detailed planning of AFA’s programme of activities and management of administrative matters is performed on behalf of the Committee of Trustees by a sub-committee comprising all the elected parent Trustees and one of the School Staff Trustees. This sub-committee meets as necessary - at least once a term (known as informal meetings). All major decisions made by this sub-committee are ratified at the subsequent full Committee meeting.

Events are organised by “event sub-committees”. These comprise at least one Trustee, with remaining members being members of AFA who have volunteered to be on the event sub-committee.

A team of volunteer year group parent representatives is also formed annually to serve for a school year. This team provides a communication link between the Trustees and AFA’s membership amongst parents in all the year groups and supports the Trustees in carrying out the aims of AFA.

Relationship with other organisations

AFA is a member of PTA UK, the national charity representing parent teacher associations in England, Wales and Northern Ireland.

Related party transactions

Any related party transactions will be disclosed in the Financial Statements. Trustees will declare any related party interests and will withdraw from discussions and decision-making regarding any such transactions.

Risk assessment

The Trustees consider health and safety and child protection risks in detail on an event-by-event basis, producing a risk assessment document for each event, which is signed off by the Chairman and the President. The risk assessment is part of an extensive event checklist, which is completed for all events organised by AFA and which provides a comprehensive assessment of the event.

Where other organisations are used to run, or supply services for, an event, their risk assessments and public liability insurance documents are obtained and examined by the Trustees.

All appropriate statutory checks, including DBS checks, are conducted as required for the trustees of AFA.

The AFA Finance Procedures document sets out the procedures, which the Trustees have in place for management of the financial risks to which AFA may be exposed.

Aims and activities

Charitable aims

The aim of AFA is to advance the education of boys in Aldwickbury School, Harpenden, in particular by:

- Bringing together the parents, staff, Governors and boys interested in the wellbeing of the School, through social, cultural and other activities.
- Fostering more extended relationships between the School, parents, the local community and others associated with the School.
- Providing facilities and equipment, which support the School and advance the education of boys in the School.
- Supporting the School in promoting the boys' involvement with charitable fundraising and awareness of the needs of others in the community.

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The Trustees have taken due regard to the guidance published by the Charity Commission on public benefit.

AFA exists to benefit the pupils, parents, teachers and other members of the wider School community of Aldwickbury School. The beneficiary of funds raised by AFA is Aldwickbury School Trust Limited, unless funds are raised for a specified external charity as part of AFA's aim of promoting the boys' involvement with charitable fundraising. Monies or goods are donated to Aldwickbury School Trust Limited at the discretion of AFA's Trustees and in accordance with AFA's aim of advancing the education of boys in the School.

Summary of main activities

The main activities of AFA are:

- hosting a range of social, cultural and other activities to bring together different sections of the Aldwickbury School community;
- supplementing the School's programme of new parent events by holding welcome coffee mornings for those parents joining the School in years which are not the main stages of new pupil intake;
- holding cake sales;
- selling second hand uniform to parents;
- working with the School in providing pupils with opportunities to be involved with supporting charities by fundraising and other activities;
- supporting the School at occasional special events.

Achievements and performance

Events

The year to 31 July 2024 saw AFA fundraising for a coffee van as well as supporting the boys chosen charity, Sands.

AFA sought to organise a number of activities for individual year groups as well as whole school activities. Most activities have the dual purpose of fundraising and bringing the school together. The following activities took place:

- The Pre-prep boys had a **visit from Santa**.
- **Second hand uniform** was sold online throughout the year.
- **Cake sales** were held for the boys on a Friday twice a term.
- AFA collected **winter clothing donations** to give to two Luton schools with families in need. AFA also collected **Christmas gifts** donated by parents to give to the children at these schools and gifted **£3,975 of supermarket vouchers**.
- A Christmas collection from selling pre-worn Christmas jumpers, parents wreath making and student card making raised £1,000 for The Salvation Army.
- A **film afternoon** was held for pre-prep boys.
- **Fireworks** were held for the entire school and a Spring **Bazaar** was held with stalls and activities across the School grounds and was greatly enjoyed by Aldwickbury

**ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2024**

families. The Bazaar is the largest fundraising event in the year and the 2024 bazaar saw record takings.

- A **Quiz** and a **Wine Tasting** event were held for parents.
- The **disco** for boys in years 7 and 8 was held with local girls schools.
- A formal **Summer ball** was held for parents.

The Trustees are very grateful for the support given to AFA by parents and staff in organising and running these events.

Financial review

The Trustees have elected to prepare the financial statements on an accruals basis.

Financial performance

Many of the events organised by AFA are for the dual purpose of furthering one or more of the aims of the Association and for generating funds, but other events, for example uniform sales are usually held with the primary purpose of fundraising.

The income generated by fundraising activities during the year totalled £102,640 (2023: £72,722) and was the sole source of funding for the Association. Total expenditure incurred in holding these events (included within the category of "fundraising trading costs") was £65,913 (2023: £47,809), giving net income from fundraising events of £36,727 (2023: £24,913). Additionally, voluntary income of £nil (2023: £nil) was received.

During the year AFA made total funds to be donated of £(18,888) (2023: £(35,742)). This consists of both donations to Aldwickbury school and donations to charities. Donations made to charities arose from net income generated by events where pupils participate in fundraising activities.

Governance expenses in the year were £(1,353) (2023: £(140)). Note the increased governance expenses are due to not accruing for expenses in 2022/23.

Total net funds increased by £16,486 (2023: decrease of £(10,969)).

Funds

AFA operates an unrestricted fund, which is categorised as having two components:

- Unrestricted, designated funds. During the year these comprised funds raised for other charities and projects. The funds raised are allocated to designated funds and then either paid on to the chosen recipient charity or ring-fenced for future projects. Total designated funds at 31 July 2024 were £15,487 (2023: nil).
- General funds. These comprise the remainder of the unrestricted funds necessary to fund ongoing costs and provide protection against risks to AFA. The general funds are available for use in furthering any of the aims of AFA, at the discretion of the Trustees. General funds at 31 July 2024 amounted to £40,176 (2023: £39,178).

Reserves

The Trustees review annually the reserves policy and the level of reserves. This review takes into account future funding requests from Aldwickbury School Trust Limited, likely future costs and AFA's potential liabilities, in addition to ongoing administration costs. This review is linked to a six-month forward financial plan.

Reserves may accumulate beyond this level if the Trustees consider it appropriate to set funds aside for the purposes of possible future large-scale funding projects. Funds in reserves may also accumulate if admissible funding applications received from the School in a period are significantly less than net incoming resources in that period. Funding applications are

**ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2024**

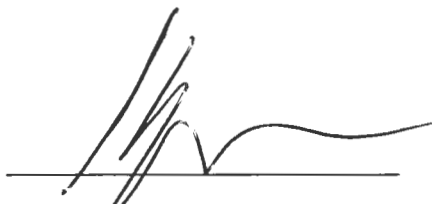
considered admissible if, in the Trustees' opinion, they meet AFA's aims and comply with the donations policy agreed by the Trustees.

As at 31 July 2024 the Trustees believe that the charity has sufficient reserves on current projections to meet future requirements.

Independent Examiner

The Independent Examiner, Mrs Tanya Morris-Jones, is seeking re-election at the AGM.

This report was approved by the Trustees on 2025 and signed on their behalf by:



Paul Symes

DATE19/5..... 2025

Independent Examiner's Report to the Trustees of Aldwickbury Friends Association ("AFA")

I report on the trustees on my examination of the accounts of AFA for the year ended 31 July 2024, which are set out on pages 11 to 17.

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').

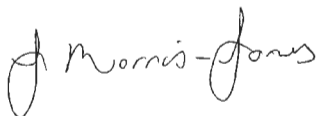
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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; or
- 3) The accounts do 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.



Mrs Tanya Morris-Jones
MJ Accounting Services

DATE21/5..... 2025

Statement of Financial Activities

Year to 31 July 2024

	Note	Unrestricted funds: general 2024 £	Unrestricted funds: designated 2024 £	Current year total 2024 £	Prior year total 2023 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	4	-	-	-	-
Activities for generating funds	5	102,107	533	102,640	72,722
Total incoming resources		102,107	533	102,640	72,722
Resources expended					
Costs of generating funds					
Fundraising trading costs	6	(65,913)	-	(65,913)	(47,809)
Charitable activities	7	-	(18,888)	(18,888)	(35,742)
Governance costs	8	(1,353)	-	(1,353)	(140)
Other resources expended	9	-	-	-	-
Total resources expended		(67,266)	(18,888)	(86,154)	(83,691)
Net (decrease) / increase in funds	3	34,841	(18,355)	16,486	(10,969)
Reallocation of funds for designated projects		(33,842)	33,842	-	-
Total funds brought forward		39,178	-	39,178	50,146
Total funds carried forward		40,177	15,487	55,664	39,178

The notes on pages 13 to 17 form an integral part of these financial statements.

Balance sheet

As at 31 July 2024

		2024	2023
	Note	£	£
Current assets			
Debtors	12	500	-
Cash at bank and in hand		55,764	39,178
Total current assets		56,264	39,178
Creditors: amounts falling due within one year	13	(600)	-
Net current assets		55,664	39,178
Provisions for liabilities and charges		-	-
Net assets		55,664	39,178

Represented by:

Funds of the Association

Unrestricted funds:

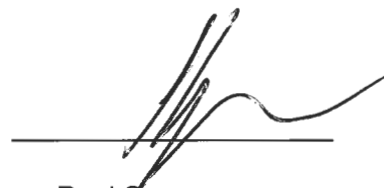
General funds	3	40,176	39,178
Designated funds	3	15,487	-
Total funds		55,664	39,178

The notes on pages 13 to 17 form an integral part of these financial statements.

Approved by the Trustees on 2025 and signed on their behalf by:



Rosalind Issott



Paul Symes

Notes to the financial statements

1. Basis of preparation

These financial statements have been prepared on the basis of historic cost, in accordance with "Accounting and Reporting by Charities – Statement of Recommended Practice" (SORP) 2005, with the provisions of Section 1A for "Small Entities" of Financial Reporting Standard 102 and with the Charities Act.

2. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

i) Incoming resources

Incoming resources are included in the Statement of Financial Activities (SoFA) on an accruals basis, when entitlement to the resources is established, when the Trustees are virtually certain that they will receive the resources and when the monetary value can be measured with sufficient reliability. Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross within the SoFA.

ii) Resources expended

Resources expended are recorded on an accruals basis in the period in which an obligation to pay has been established.

iii) Fixed assets

Items of equipment with a cost of more than £1,000 and a useful life of more than one year are capitalised and depreciated over their useful life.

iv) Stock

Stock is valued at the lower of cost and net realisable value.

3. Funds

General funds are unrestricted funds, which are available for use in furtherance of AFA's aims at the discretion of the Trustees.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes, as detailed in the Financial Review section of the Trustees' Report.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2024

4. Incoming resources: voluntary income

	2024	2023
	£	£
Other voluntary donations	-	-
	-	-
	-	-

5. Incoming resources: activities for generating funds

All events, which generate fundraising income, are included under “activities for generating funds” in the Statement of Financial Activities. The corresponding costs of these events are included in fundraising trading costs (Note 6). However, many of these events are organised for the purposes of both fundraising and furthering at least one of AFA’s four charitable aims (in particular, bringing parents, staff and boys together at events and promoting the boys’ involvement with charitable fundraising).

	Unrestricted funds: general	Unrestricted funds: designated	Total	Prior year
	2024	2024	2024	2023
	£	£	£	£
Summer Ball	59,181	-	59,181	-
Summer Party	-	-	-	29,513
Bazaar	17,048	-	17,048	14,156
Fireworks	6,172	-	6,172	4,047
Uniform sales	5,300	-	5,300	8,295
Wine tasting	4,025	-	4,025	4,290
Disco	2,878	-	2,878	2,785
Wreaths	2,355	-	2,355	-
Quiz	1,983	394	2,377	1,705
Cake Sales	1,072	-	1,072	1,707
Tea Towels	826	-	826	-
Pre-Prep Film	615	-	615	-
Christmas Jumpers	-	139	139	-
Laser Tag	-	-	-	331
Secret Santa	-	-	-	315
Bushcraft	-	-	-	295
Pottery	-	-	-	241
Miscellaneous	652	-	652	5,041
	102,107	533	102,640	72,722

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2024

6. Fundraising trading costs

	Unrestricted funds: general	Unrestricted funds: designated	Total	Prior year
	2024	2024	2024	2023
	£	£	£	£
Summer Ball	(50,253)	-	(50,253)	-
Summer Party	-	-	-	(23,456)
Wine tasting	(3,376)	-	(3,376)	(3,550)
Disco	(3,140)	-	(3,140)	(2,466)
Fireworks	(2,970)	-	(2,970)	(2,366)
Bazaar	(2,211)	-	(2,211)	(3,305)
Wreaths	(1,923)	-	(1,923)	-
Tea Towels	(359)	-	(359)	-
Quiz	(283)	-	(283)	(211)
Pre-Prep Santa	(279)	-	(279)	-
Uniform sales	(191)	-	(191)	(686)
Cake sales	(30)	-	(30)	-
Pre-Prep Film	(20)	-	(20)	-
Lazer Tag	-	-	-	(1,324)
Secret Santa	-	-	-	(560)
Bushcraft	-	-	-	(350)
Pottery	-	-	-	(393)
Miscellaneous	(2,232)	-	(2,232)	(9,142)
	<u>(67,267)</u>	<u>-</u>	<u>(67,267)</u>	<u>(47,809)</u>

7. Expenditure on charitable activities

	Unrestricted funds: General	Unrestricted funds: designated	Total	Prior year
	2024	2024	2024	2023
	£	£	£	£
Donations to charities:				
Herts Wildlife Trust				(5,980)
Luton schools	-	(3,975)	(3,975)	(4,575)
Salvation Army	-	(1,000)	(1,000)	-
Donation to Aldwickbury School	-	(13,913)	(13,913)	(25,187)
Total donations	<u>-</u>	<u>(18,888)</u>	<u>(18,888)</u>	<u>(35,742)</u>

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2024

Note: Excludes £7,812 collected for Sands and £7,675 collected for the school coffee van both of which were paid in Oct 24 and held in designated funds at date of accounts

8. Governance costs

	2024	2023
	£	£
Membership of PTA UK	(153)	(140)
Independent Examiner	(1,200)	-
Totals	(1,353)	(140)

Note: Costs for independent examiner is for two years as not accrued in 2022/23

9. Other resources expended

	2024	2023
	£	£
Other	-	-
Totals	-	-

10. Trustees' expenses and emoluments

The Trustees received no emoluments during the year (2023: £nil). Expenses may be reimbursed when it is necessary for a Trustee, on behalf of AFA, to pay for goods or services required for fundraising activities or for the administration and governance of AFA.

Expenses were reimbursed to Trustees during the year as follows:

Number of Trustees reclaiming 2024	Total cost 2024	Number of Trustees reclaiming 2023	Total cost 2023
No.	£	No.	£
8	(12,687)	8	(9,693)

11. Related party transactions

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2024

There were no related party transactions during the year.

12. Debtors

	2024	2023
	£	£
Prepayment for 2024/35 event	500	-
Totals	<hr/> 500 <hr/>	<hr/> - <hr/>

13. Creditors

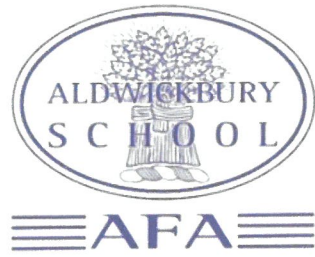
Amounts falling due within one year:

	2024	2023
	£	£
Creditors due within one year	600	-
Totals	<hr/> 600 <hr/>	<hr/> - <hr/>

ALDWICKBURY FRIENDS ASSOCIATION

England & Wales - Charity number 1155137

Accounts



Aldwickbury Friends Association (AFA)

Trustees' Report and Financial Statements

Year ended 31 July 2023

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Mrs C Procter
Mrs L Sidwell
Mrs R Gupta

Mrs L Sidwell and Mrs R Gupta were appointed as trustees and Mrs J-M Franklin and Mrs N Raghavjee resigned as trustees at the start of the year.

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Structure, governance and management

Governing document and membership

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- Fostering more extended relationships between the School, parents, the local community and others associated with the School.
- Providing facilities and equipment, which support the School and advance the education of boys in the School.
- Supporting the School in promoting the boys' involvement with charitable fundraising and awareness of the needs of others in the community.

Public Benefit Statement

The Trustees have taken due regard to the guidance published by the Charity Commission on public benefit.

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Summary of main activities

The main activities of AFA are:

- hosting a range of social, cultural and other activities to bring together different sections of the Aldwickbury School community;
- supplementing the School's programme of new parent events by holding welcome coffee mornings for those parents joining the School in years which are not the main stages of new pupil intake;
- holding cake sales;
- selling second hand uniform to parents;
- working with the School in providing pupils with opportunities to be involved with supporting charities by fundraising and other activities;
- supporting the School at occasional special events.

Achievements and performance

Events

The year to 31 July 2023 saw AFA fundraising for a wildlife garden as well as supporting the boys chosen charity, Herts Wildlife Trust.

AFA sought to organise a number of activities for individual year groups as well as whole school activities. Most activities have the dual purpose of fundraising and bringing the school together. The following activities took place:

- The Pre-prep boys had a **visit from Santa**.
- **Second hand uniform** was sold online throughout the year.
- **Cake sales** were held for the boys on a Friday twice a term.
- AFA collected **winter clothing donations** to give to two Luton schools with families in need. AFA also collected **Christmas gifts** donated by parents to give to the children at these schools and gifted **£4,575 of supermarket vouchers**.
- A **film afternoon** was held for pre-prep boys.
- **Fireworks** were held for the entire school for the first year and a Spring **Bazaar** was held with stalls and activities across the School grounds and was greatly enjoyed by Aldwickbury families. The Bazaar is the largest fundraising event in the year.
- Specific events were held for different age groups including a **Bushcraft** event **Lazer Tag**, and a **Pottery** workshop.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2023

- A **Quiz** and a **Wine Tasting** event were held for parents.
- The **disco** for boys in years 7 and 8 was held with local girls schools.
- An informal **Summer party** was held for parents.

The Trustees are very grateful for the support given to AFA by parents and staff in organising and running these events.

Financial review

The Trustees have elected to prepare the financial statements on an accruals basis.

Financial performance

Many of the events organised by AFA are for the dual purpose of furthering one or more of the aims of the Association and for generating funds, but other events, for example uniform sales are usually held with the primary purpose of fundraising.

The income generated by fundraising activities during the year totalled £72,722 (2022: £89,249) and was the sole source of funding for the Association. Total expenditure incurred in holding these events (included within the category of "fundraising trading costs") was £77,571 (2022: £70,329), giving net expenditure from fundraising events of £(4,849) (2022: £18,920). Additionally, voluntary income of £nil (2021: £nil) was received.

During the year AFA made total funds to be donated of £(5,980) (2022: £(7,530)). Donations made to charities arose from net income generated by events where pupils participate in fundraising activities.

Governance expenses in the year were £(140) (2022: £(128)).

Total net funds decreased by £(10,969) (2022: increase of £11,262).

Funds

AFA operates an unrestricted fund, which is categorised as having two components:

- Unrestricted, designated funds. During the year these comprised funds raised for other charities and projects. These funds arise from events where pupils participate in fundraising activities. The funds raised are allocated to designated funds and then either paid on to the chosen recipient charity or ring-fenced for future projects. Total designated funds at 31 July 2023 were nil (2022: £26,600).
- General funds. These comprise the remainder of the unrestricted funds necessary to fund ongoing costs and provide protection against risks to AFA. The general funds are available for use in furthering any of the aims of AFA, at the discretion of the Trustees. General funds at 31 July 2023 amounted to £39,178 (2022: £23,546).

Reserves

The Trustees review annually the reserves policy and the level of reserves. This review takes into account future funding requests from Aldwickbury School Trust Limited, likely future costs and AFA's potential liabilities, in addition to ongoing administration costs. This review is linked to a six-month forward financial plan.

Reserves may accumulate beyond this level if the Trustees consider it appropriate to set funds aside for the purposes of possible future large-scale funding projects. Funds in reserves may also accumulate if admissible funding applications received from the School in a period are significantly less than net incoming resources in that period. Funding applications are

**ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2023**


considered admissible if, in the Trustees' opinion, they meet AFA's aims and comply with the donations policy agreed by the Trustees.

As at 31 July 2023 the Trustees believe that the charity has sufficient reserves on current projections to meet future requirements.

Independent Examiner

The Independent Examiner, Mrs Tanya Morris-Jones, is seeking re-election at the AGM.

This report was approved by the Trustees on 20/05 2024 and signed on their behalf by:



Paul Symes

DATE 20/5/ 2024

Independent Examiner's Report to the Trustees of Aldwickbury Friends Association ("AFA")

I report on the trustees on my examination of the accounts of AFA for the year ended 31 July 2023, which are set out on pages 11 to 17.

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').

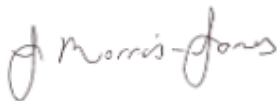
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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; or
- 3) The accounts do 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.



DATE22/05.... 2024

Mrs Tanya Morris-Jones
MJ Accounting Services

Statement of Financial Activities

Year to 31 July 2023

	Note	Unrestricted funds: general 2023 £	Unrestricted funds: designated 2023 £	Current year total 2023 £	Prior year total 2022 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	4	-	-	-	-
Activities for generating funds	5	72,722	-	72,722	89,249
Total incoming resources		72,722	-	72,722	89,249
Resources expended					
Costs of generating funds					
Fundraising trading costs	6	(77,571)	-	(77,571)	(70,329)
Charitable activities	7	-	(5,980)	(5,980)	(7,530)
Governance costs	8	-	(140)	(140)	(128)
Other resources expended	9	-	-	-	-
Total resources expended		(77,571)	(6,120)	(83,691)	(77,987)
Net (decrease) / increase in funds	3	(4,849)	(6,120)	(10,969)	11,262
Reallocation of funds for designated projects		(6,120)	6,120	-	-
Total funds brought forward		50,146	-	50,146	38,884
Total funds carried forward		39,178	-	39,178	50,146

The notes on pages 13 to 17 form an integral part of these financial statements.

Balance sheet

As at 31 July 2023

		2023	2022
	Note	£	£
Current assets			
Debtors	12	-	-
Cash at bank and in hand		39,178	66,332
Total current assets		39,178	66,332
Creditors: amounts falling due within one year	13	-	(16,186)
Net current assets		39,178	50,146
Provisions for liabilities and charges		-	-
Net assets		39,178	50,146

Represented by:

Funds of the Association

Unrestricted funds:

General funds	3	39,178	23,546
Designated funds	3	-	26,600
Total funds		39,178	50,146

The notes on pages 13 to 17 form an integral part of these financial statements.

Approved by the Trustees on ...20/05... 2024 and signed on their behalf by:



Rosalind Issott



Paul Symes

Notes to the financial statements

1. Basis of preparation

These financial statements have been prepared on the basis of historic cost, in accordance with "Accounting and Reporting by Charities – Statement of Recommended Practice" (SORP) 2005, with the provisions of Section 1A for "Small Entities" of Financial Reporting Standard 102 and with the Charities Act.

2. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

i) Incoming resources

Incoming resources are included in the Statement of Financial Activities (SoFA) on an accruals basis, when entitlement to the resources is established, when the Trustees are virtually certain that they will receive the resources and when the monetary value can be measured with sufficient reliability. Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross within the SoFA.

ii) Resources expended

Resources expended are recorded on an accruals basis in the period in which an obligation to pay has been established.

iii) Fixed assets

Items of equipment with a cost of more than £1,000 and a useful life of more than one year are capitalised and depreciated over their useful life.

iv) Stock

Stock is valued at the lower of cost and net realisable value.

3. Funds

General funds are unrestricted funds, which are available for use in furtherance of AFA's aims at the discretion of the Trustees.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes, as detailed in the Financial Review section of the Trustees' Report.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2023

4. Incoming resources: voluntary income

	2023	2022
	£	£
Other voluntary donations	-	-
	-	-
	-	-

5. Incoming resources: activities for generating funds

All events, which generate fundraising income, are included under “activities for generating funds” in the Statement of Financial Activities. The corresponding costs of these events are included in fundraising trading costs (Note 6). However, many of these events are organised for the purposes of both fundraising and furthering at least one of AFA’s four charitable aims (in particular, bringing parents, staff and boys together at events and promoting the boys’ involvement with charitable fundraising).

	Unrestricted funds: general	Unrestricted funds: designated	Total	Prior year
	2023	2023	2023	2022
	£	£	£	£
Summer Party	29,513	-	29,513	51,103
Bazaar	14,156	-	14,156	11,185
Uniform sales	8,295	-	8,295	4,982
Wine tasting	4,290	-	4,290	2,300
Fireworks	4,047	-	4,047	-
Disco	2,785	-	2,785	2,430
Cake Sales	1,707	-	1,707	1,027
Quiz	1,705	-	1,705	960
Laser Tag	331	-	331	-
Secret Santa	315	-	315	-
Bushcraft	295	-	295	-
Pottery	241	-	241	-
Winter clothing collection	-	-	-	3,345
Dragon ride (cancelled event)	-	-	-	2,901
Wildlife garden	-	-	-	1,096
Lego engineering	-	-	-	565
Pre-prep film afternoon	-	-	-	260
Heartwood Glass workshop	-	-	-	165
Miscellaneous	5,041	-	5,041	6,931
	72,722	-	72,722	89,249
	72,722	-	72,722	89,249

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2023

6. Fundraising trading costs

	Unrestricted funds: general	Unrestricted funds: designated	Total	Prior year
	2023	2023	2023	2022
	£	£	£	£
Summer Party	(23,456)	-	(23,456)	(43,341)
Bazaar	(3,305)	-	(3,305)	(3,167)
Uniform sales	(686)	-	(686)	(69)
Wine tasting	(3,550)	-	(3,550)	(2,165)
Fireworks	(2,366)	-	(2,366)	-
Disco	(2,466)	-	(2,466)	(1,773)
Cake sales	-	-	-	(8)
Quiz	(211)	-	(211)	(219)
Lazer Tag	(1,324)	-	(1,324)	-
Secret Santa	(560)	-	(560)	(201)
Bushcraft	(350)	-	(350)	-
Pottery	(393)	-	(393)	-
Winter clothing / Luton schools	(4,575)	-	(4,575)	(1,400)
Wildlife Garden	(5,187)	-	(5,187)	(1,000)
Dragon ride (cancelled event)	-	-	-	(2,901)
Lego engineering	-	-	-	(1,060)
Heartwood Glass workshop	-	-	-	(460)
Pre-prep film afternoon	-	-	-	(35)
Miscellaneous	(29,142)	-	(29,142)	(12,530)
	<u>(77,571)</u>	<u>-</u>	<u>(77,571)</u>	<u>(70,329)</u>

7. Expenditure on charitable activities

	Unrestricted funds: General	Unrestricted funds: designated	Total	Prior year
	2023	2023	2023	2022
	£	£	£	£
Donations to charities:				
Herts Wildlife Trust	-	(5,980)	(5,980)	-
Hospice of St Francis	-	-	-	(7,530)
Total donations	<u>-</u>	<u>(5,980)</u>	<u>(5,980)</u>	<u>(7,530)</u>
Total expenditure on charitable activities	<u>-</u>	<u>(5,980)</u>	<u>(5,980)</u>	<u>(7,530)</u>

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2023

8. Governance costs

	2023	2022
	£	£
Membership of PTA UK	(140)	(128)
Totals	(140)	(128)

9. Other resources expended

	2023	2022
	£	£
Other	-	-
Totals	-	-

10. Trustees' expenses and emoluments

The Trustees received no emoluments during the year (2021: £nil). Expenses may be reimbursed when it is necessary for a Trustee, on behalf of AFA, to pay for goods or services required for the administration and governance of AFA.

Expenses were reimbursed to Trustees during the year as follows:

Number of Trustees reclaiming 2023	Total cost 2023	Number of Trustees reclaiming 2022	Total cost 2022
No.	£	No.	£
8	(9,693)	7	(8,679)

11. Related party transactions

There were no related party transactions during the year.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2023

12. Debtors

	2023	2022
	£	£
Other debtors	-	-
Totals	<hr/> - <hr/>	<hr/> - <hr/>

13. Creditors

Amounts falling due within one year:

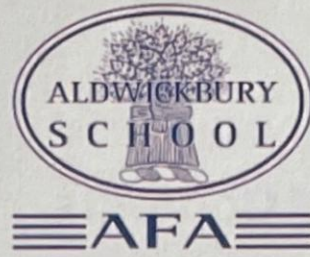
	2023	2022
	£	£
Creditors due within one year	-	(16,186)
Totals	<hr/> - <hr/>	<hr/> (16,186) <hr/>

Included in 2022 creditors above is £16,134 of costs which have not yet been reimbursed to Aldwickbury School.

ALDWICKBURY FRIENDS ASSOCIATION

England & Wales - Charity number 1155137

Accounts



Aldwickbury Friends Association (AFA)

Trustees' Report and Financial Statements

Year ended 31 July 2022

Contents

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Trustees' Report

The Trustees of Aldwickbury Friends Association ("AFA") have pleasure in presenting their report and financial statements for the year ended 31 July 2022.

Aldwickbury Friends Association was established on 28 February 2012. It was registered as a charity with the Charity Commission for England and Wales (the "Charity Commission") on 30 December 2013. AFA's charity registration number is 1155137.

The Trustees have prepared their Report and Financial Statements in accordance with the Charity Commission guidance applicable to registered charities and the Charities Act.

Administrative information

Name: Aldwickbury Friends Association ("AFA")

Address: Aldwickbury School
Wheathampstead Road
Harpenden
Herts
AL5 1AD

Trustees: Mr P Symes: President
Mrs R Issott: Chair
Mrs F Forster: Treasurer
Mrs R Grant: Secretary
Mr C Schanschieff

Mrs A Beaty
Mrs A Baxter
Mrs J Marriott
Mrs C Qualtrough
Mrs K Wenn
Mr M Evans
Mrs H Finnie
Mrs J-M Franklin
Mr R Gurney
Mrs C Procter
Mrs N Raghavjee

Mr P Symes was appointed as Headmaster of Aldwickbury School at the start of the year and, as such, took up the position of President of AFA from departing Headmaster Mr V Hales.

Mrs R Issott, Mr M Evans, Mrs H Finnie, Mrs J-M Franklin, Mr R Gurney, Mrs C Procter and Mrs N Raghavjee were appointed as trustees and Mrs C Frith, Mrs E Hart and Mrs K Roberts resigned as trustees at the start of the year.

Independent Examiner: Mr Ian Joyce
Bankers: Barclays Bank PLC

Structure, governance and management

Governing document and membership

Aldwickbury Friends Association is the association of friends of Aldwickbury School, Harpenden ("the School"). It is an unincorporated association governed by a constitution.

AFA's membership comprises all parents and guardians of pupils at Aldwickbury School, all staff at the School and the School's Governors. Other persons wishing to offer help or support to the School may also be admitted to membership.

Recruitment and appointment of Trustees

AFA is administered by a Committee of Trustees, which comprises a President, Chair, Vice-Chair, Secretary, Treasurer, and up to fifteen further members. Aldwickbury School may appoint up to three members. The Board of Governors of the School may appoint one member. The remaining members are elected from among AFA's membership at a general meeting for a two-year term of office.

Induction and training of Trustees

Trustees are provided, upon election or appointment to the Committee, with an induction pack, which includes:

- The Constitution
- Role descriptions for AFA officers
- Event planning and procedures guidance
- Child protection policy guidance
- Donations policy

Organisational structure

A meeting of the full Committee of Trustees takes place a minimum of twice a year - once in the autumn term and once in the summer term. The detailed planning of AFA's programme of activities and management of administrative matters is performed on behalf of the Committee of Trustees by a sub-committee comprising all the elected parent Trustees and one of the School Staff Trustees. This sub-committee meets as necessary - at least once a term. All major decisions made by this sub-committee are ratified at the subsequent full Committee meeting.

Events are organised by "event sub-committees". These comprise at least one Trustee, with remaining members being members of AFA who have volunteered to be on the event sub-committee.

A team of volunteer year group parent representatives is also formed annually to serve for a school year. This team provides a communication link between the Trustees and AFA's membership amongst parents in all the year groups and supports the Trustees in carrying out the aims of AFA.

Relationship with other organisations

AFA is a member of PTA UK, the national charity representing parent teacher associations in England, Wales and Northern Ireland.

Related party transactions

Any related party transactions will be disclosed in the Financial Statements. Trustees will declare any related party interests and will withdraw from discussions and decision-making regarding any such transactions.

Risk assessment

The Trustees consider health and safety and child protection risks in detail on an event-by-event basis, producing a risk assessment document for each event, which is signed off by the Chairman and the President. The risk assessment is part of an extensive event checklist, which is completed for all events organised by AFA and which provides a comprehensive assessment of the event.

Where other organisations are used to run, or supply services for, an event, their risk assessments and public liability insurance documents are obtained and examined by the Trustees.

All appropriate statutory checks, including DBS checks, are conducted as required for the officers of AFA.

The AFA Finance Procedures document sets out the procedures, which the Trustees have in place for management of the financial risks to which AFA may be exposed.

Aims and activities

Charitable aims

The aim of AFA is to advance the education of boys in Aldwickbury School, Harpenden, in particular by:

- Bringing together the parents, staff, Governors and boys interested in the wellbeing of the School, through social, cultural and other activities.
- Fostering more extended relationships between the School, parents, the local community and others associated with the School.
- Providing facilities and equipment, which support the School and advance the education of boys in the School.
- Supporting the School in promoting the boys' involvement with charitable fundraising and awareness of the needs of others in the community.

Public Benefit Statement

The Trustees have taken due regard to the guidance published by the Charity Commission on public benefit.

AFA exists to benefit the pupils, parents, teachers and other members of the wider School community of Aldwickbury School. The beneficiary of funds raised by AFA is Aldwickbury School Trust Limited, unless funds are raised for a specified external charity as part of AFA's aim of promoting the boys' involvement with charitable fundraising. Monies or goods are donated to Aldwickbury School Trust Limited at the discretion of AFA's Trustees and in accordance with AFA's aim of advancing the education of boys in the School.

Summary of main activities

The main activities of AFA are:

- hosting a range of social, cultural and other activities to bring together different sections of the Aldwickbury School community;
- supplementing the School's programme of new parent events by holding welcome coffee mornings for those parents joining the School in years which are not the main stages of new pupil intake;
- holding tuck shops;
- selling second hand uniform to parents;
- working with the School in providing pupils with opportunities to be involved with supporting charities by fundraising and other activities;
- supporting the School at occasional special events.

Achievements and performance

Events

The year to 31 July 2022 saw the lifting of many Covid 19 restrictions that had prohibited or severely limited the opportunity for events for the previous two years. AFA therefore sought to organise a number of activities for individual year groups as well as the usual whole school activities. The following activities took place:

- The Pre-prep boys had a **visit from Santa**.
- **Second hand uniform** was sold online throughout the year.
- **Tuck shops** were held for the boys to purchase cakes and treats on a Friday twice a term.
- AFA collected **winter clothing donations** to give to two Luton schools with families in need. AFA also collected **Christmas gifts** donated by parents to give to the children at these schools.
- A **film afternoon** was held for pre-prep boys.
- A Spring **Bazaar** was held with stalls and activities across the School grounds and was greatly enjoyed by Aldwickbury families. The Bazaar is the largest fundraising event in the year.
- Specific events were held for different age groups including a **Lego Engineering** event and a **Heartwood Glass** workshop.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2022

- A **Quiz** and a **Wine Tasting** event were held for parents.
- A new Wildlife Garden was proposed and designed and specific funds were raised for the garden at the Bazaar. Planting for the garden will begin in the next School year.
- The **disco** for boys in years 7 and 8 was held with local girls schools.
- A formal **Summer Ball** was held for parents.

The Trustees are very grateful for the support given to AFA by parents and staff in organising and running these events.

Financial review

The Trustees have elected to prepare the financial statements on an accruals basis.

Financial performance

Many of the events organised by AFA are for the dual purpose of furthering one or more of the aims of the Association and for generating funds, but other events, for example uniform sales are usually held with the primary purpose of fundraising.

The income generated by fundraising activities during the year totalled £89,249 (2021: £11,021) and was the principal source of funding for the Association. Total expenditure incurred in holding these events (included within the category of "fundraising trading costs") was £70,329 (2021: £10,743), giving net funds raised by fundraising events of £18,920 (2021: £278). Additionally, voluntary income of £nil (2021: £nil) was received.

During the year AFA made total funds to be donated of £7,530 (2021: £965). Donations made to charities arose from net income generated by events where pupils participate in fundraising activities.

Governance expenses in the year were £128 (2021: £123).

Total net funds increased by £11,262 (2021: decrease of £810).

Funds

AFA operates an unrestricted fund, which is categorised as having two components:

- Unrestricted, designated funds. During the year these comprised funds raised for other charities and projects. These funds arise from events where pupils participate in fundraising activities. The funds raised are allocated to designated funds and then either paid on to the chosen recipient charity or ring-fenced for future projects. Total designated funds at 31 July 2022 were £26,600 (2021: £nil).
- General funds. These comprise the remainder of the unrestricted funds necessary to fund ongoing costs and provide protection against risks to AFA. The general funds are available for use in furthering any of the aims of AFA, at the discretion of the Trustees. General funds at 31 July 2022 amounted to £23,546 (2021: £38,884).

Reserves

The Trustees review annually the reserves policy and the level of reserves. This review takes into account future funding requests from Aldwickbury School Trust Limited, likely future costs and AFA's potential liabilities, in addition to ongoing administration costs. This review is linked to a six-month forward financial plan.

Reserves may accumulate beyond this level if the Trustees consider it appropriate to set funds aside for the purposes of possible future large-scale funding projects. Funds in reserves may also accumulate if admissible funding applications received from the School in a period are significantly less than net incoming resources in that period. Funding applications are

**ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2022**

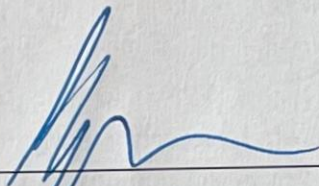
considered admissible if, in the Trustees' opinion, they meet AFA's aims and comply with the donations policy agreed by the Trustees.

As at 31 July 2022 the Trustees believe that the charity has sufficient reserves on current projections to meet future requirements.

Independent Examiner

The Independent Examiner, Mr Ian Joyce, is seeking re-election at the AGM.

This report was approved by the Trustees on 2023 and signed on their behalf by:



Paul Symes

DATE 2.5 2023

Independent Examiner's Report to the Trustees of Aldwickbury Friends Association ("AFA")

I report on the trustees on my examination of the accounts of AFA for the year ended 31 July 2022, which are set out on pages 10 to 16.

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').

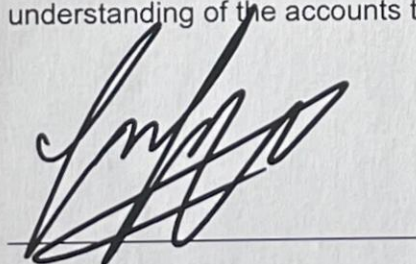
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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; or
- 3) The accounts do 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.



Mr Ian Joyce
c/o Aldwickbury School, Harpenden, AL5 1AD

DATE 17th MARCH 2023

Statement of Financial Activities

Year to 31 July 2022

		Unrestricted funds: general 2022 £	Unrestricted funds: designated 2022 £	Current year total 2022 £	Prior year total 2021 £
	Note				
Incoming resources					
Incoming resources from generated funds					
Voluntary income	4	-	-	-	-
Activities for generating funds	5	75,194	14,055	89,249	11,021
Total incoming resources		75,194	14,055	89,249	11,021
Resources expended					
Costs of generating funds					
Fundraising trading costs	6	65,973	4,356	70,329	10,743
Charitable activities	7	-	7,530	7,530	965
Governance costs	8	-	128	128	123
Other resources expended	9	-	-	-	-
Total resources expended		65,973	12,014	77,987	11,831
Net (decrease) / increase in funds	3	9,221	2,041	11,262	-810
Reallocation of funds for designated projects		-24,559	24,559	-	-
Total funds brought forward		38,884	-	38,884	39,694
Total funds carried forward		23,546	26,600	50,146	38,884

The notes on pages 12 to 16 form an integral part of these financial statements.

Balance sheet

As at 31 July 2022

	Note	2022 £	2021 £
Current assets			
Debtors	11	-	-
Cash at bank and in hand		66,332	39,980
Total current assets		<u>66,332</u>	<u>39,980</u>
Creditors: amounts falling due within one year	12	16,186	1,096
Net current assets		<u>50,146</u>	<u>38,884</u>
Provisions for liabilities and charges		-	-
Net assets		<u>50,146</u>	<u>38,884</u>

Represented by:

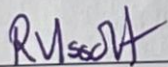
Funds of the Association

Unrestricted funds:

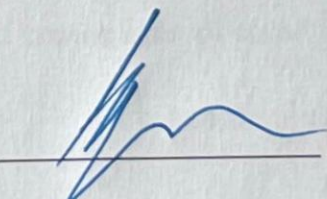
General funds	3	23,546	38,884
Designated funds	3	26,600	-
Total funds		<u>50,146</u>	<u>38,884</u>

The notes on pages 12 to 16 form an integral part of these financial statements.

Approved by the Trustees on 2nd May..... 2023 and signed on their behalf by:



Rosalind Issott



Paul Symes

Notes to the financial statements

1. Basis of preparation

These financial statements have been prepared on the basis of historic cost, in accordance with "Accounting and Reporting by Charities – Statement of Recommended Practice" (SORP) 2005, with the provisions of Section 1A for "Small Entities" of Financial Reporting Standard 102 and with the Charities Act.

2. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

i) Incoming resources

Incoming resources are included in the Statement of Financial Activities (SoFA) on an accruals basis, when entitlement to the resources is established, when the Trustees are virtually certain that they will receive the resources and when the monetary value can be measured with sufficient reliability. Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross within the SoFA.

ii) Resources expended

Resources expended are recorded on an accruals basis in the period in which an obligation to pay has been established.

iii) Fixed assets

Items of equipment with a cost of more than £1,000 and a useful life of more than one year are capitalised and depreciated over their useful life.

iv) Stock

Stock is valued at the lower of cost and net realisable value.

3. Funds

General funds are unrestricted funds, which are available for use in furtherance of AFA's aims at the discretion of the Trustees.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes, as detailed in the Financial Review section of the Trustees' Report.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2022

4. Incoming resources: voluntary income

	2022	2021
	£	£
Other voluntary donations	-	-
	-	-
	-	-

5. Incoming resources: activities for generating funds

All events, which generate fundraising income, are included under "activities for generating funds" in the Statement of Financial Activities. The corresponding costs of these events are included in fundraising trading costs (Note 6). However, many of these events are organised for the purposes of both fundraising and furthering at least one of AFA's four charitable aims (in particular, bringing parents, staff and boys together at events and promoting the boys' involvement with charitable fundraising).

	Unrestricted funds: general	Unrestricted funds: designated	Total	Prior year
	2022	2022	2022	2021
	£	£	£	£
Tuck shops	755	272	1,027	0
Uniform sales	4,982	0	4,982	4,503
Bazaar	5,025	6,160	11,185	0
Christmas tea towels	0	0	0	1,640
Secret Santa	0	0	0	0
Quiz	960	0	960	0
Pre-prep film afternoon	260	0	260	0
Wildlife Garden	0	1,096	1,096	0
Wine tasting	2,300	0	2,300	0
Disco	0	2,430	2,430	165
Lego engineering	565	0	565	0
Summer Party	49,483	1,620	51,103	0
Winter clothing collection	1,400	1,945	3,345	338
Hales' leaving presents	0	0	0	4,080
Heartwood Glass workshop	165	0	165	0
Dragon ride (cancelled event)	2,901	0	2,901	0
Miscellaneous	6,399	532	6,931	295
	75,195	14,055	89,249	11,021

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2022

6. Fundraising trading costs

	Unrestricted funds: general	Unrestricted funds: designated	Total	Prior year
	2022	2022	2022	2021
	£	£	£	£
Tuck shops	8	0	8	0
Uniform sales	69	0	69	0
Bazaar	1,583	1,583	3,167	0
Christmas tea towels	0	0	0	676
Secret Santa	201	0	201	174
Quiz	219	0	219	0
Pre-prep film afternoon	35	0	35	0
Wildlife Garden	0	1,000	1,000	0
Wine tasting	2,165	0	2,165	0
Disco	0	1,773	1,773	350
Lego engineering	1,060	0	1,060	0
Summer Party	43,341	0	43,341	0
Winter clothing collection	1,400	0	1,400	1,316
Hales' leaving presents	0	0	0	4,086
Heartwood Glass workshop	460	0	460	0
Dragon ride (cancelled event)	2,901	0	2,901	0
Miscellaneous	12,530	0	12,530	4,141
	65,973	4,356	70,329	10,743

7. Expenditure on charitable activities

	Unrestricted funds: General	Unrestricted funds: designated	Total	Prior year
	2022	2022	2022	2021
	£	£	£	£
Donations to charities:				
Hospice of St Francis		7,530	7,530	
Herts Young Homeless	-	-	-	482
Neville Gray Memorial Fund	-	-	-	483
Total donations	-	7,530	7,530	965
Total expenditure on charitable activities	-	7,530	7,530	965

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2022

8. Governance costs

	2022	2021
	£	£
Membership of PTA UK	128	123
Totals	128	123

9. Other resources expended

	2022	2021
	£	£
Other	-	-
Totals	-	-

10. Trustees' expenses and emoluments

The Trustees received no emoluments during the year (2021: £nil). Expenses may be reimbursed when it is necessary for a Trustee, on behalf of AFA, to pay for goods or services required for the administration and governance of AFA.

Expenses were reimbursed to Trustees during the year as follows:

Number of Trustees reclaiming 2022	Total cost 2022	Number of Trustees reclaiming 2021	Total cost 2021
No.	£	No.	£
7	£8,679	4	4,192

11. Related party transactions

There were no related party transactions during the year.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2022

12. Debtors

	2022	2021
	£	£
Other debtors	-	-
Totals	<u>-</u>	<u>-</u>

13. Creditors

Amounts falling due within one year:

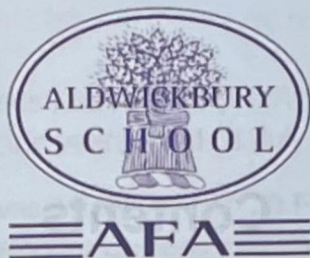
	2022	2021
	£	£
Creditors due within one year	16,186	1,096
Totals	<u>16,186</u>	<u>1,096</u>

Included in creditors above is £16,134 of costs which have not yet been reimbursed to Aldwickbury School.

ALDWICKBURY FRIENDS ASSOCIATION

England & Wales - Charity number 1155137

Accounts



Aldwickbury Friends Association (AFA)

Trustees' Report and Financial Statements

Year ended 31 July 2020

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Trustees' Report

The Trustees of Aldwickbury Friends Association ("AFA") have pleasure in presenting their report and financial statements for the year ended 31 July 2020.

Aldwickbury Friends Association was established on 28 February 2012. It was registered as a charity with the Charity Commission for England and Wales (the "Charity Commission") on 30 December 2013. AFA's charity registration number is 1155137.

The Trustees have prepared their Report and Financial Statements in accordance with the Charity Commission guidance applicable to registered charities and the Charities Act.

Administrative information

Name: Aldwickbury Friends Association ("AFA")

Address: Aldwickbury School
Wheathampstead Road
Harpenden
Herts
AL5 1AD

Trustees:

- Mr V Hales: President
- Mrs J Dormer: Chair
- Mrs F Forster: Treasurer
- Mr S Godley: Secretary
- Mr C Schanschieff
- Mrs C Hales
- Mrs A Beaty
- Mrs A Latimer
- Mrs S De Stasio
- Mrs C Frith
- Mrs E Hart
- Mrs J Marriott
- Mrs C Qualtrough
- Mrs K Roberts
- Mrs V Webb-Hockfield

Mrs F Forster, Mrs E Hart, Mrs Jo Marriott, Mrs C Qualtrough and Mrs K Roberts were all appointed and Mrs S De Stasio resigned as Trustees during the year.

Independent Examiner: Mr Ian Joyce

Bankers: Barclays Bank PLC

Structure, governance and management

Governing document and membership

Aldwickbury Friends Association is the association of friends of Aldwickbury School, Harpenden ("the School"). It is an unincorporated association governed by a constitution.

AFA's membership comprises all parents and guardians of pupils at Aldwickbury School, all staff at the School and the School's Governors. Other persons wishing to offer help or support to the School may also be admitted to membership.

Recruitment and appointment of Trustees

AFA is administered by a Committee of Trustees, which comprises a President, Chair, Vice-Chair, Secretary, Treasurer, and up to fifteen further members. Aldwickbury School may appoint up to three members. The Board of Governors of the School may appoint one member. The remaining members are elected from among AFA's membership at a general meeting for a two-year term of office.

Induction and training of Trustees

Trustees are provided, upon election or appointment to the Committee, with an induction pack, which includes:

- The Constitution
- Role descriptions for AFA officers
- Event planning and procedures guidance
- Child protection policy guidance
- Donations policy

Organisational structure

A meeting of the full Committee of Trustees takes place a minimum of twice a year - once in the autumn term and once in the summer term. The detailed planning of AFA's programme of activities and management of administrative matters is performed on behalf of the Committee of Trustees by a sub-committee comprising all the elected parent Trustees and one of the School Staff Trustees. This sub-committee meets as necessary - at least once a term. All major decisions made by this sub-committee are ratified at the subsequent full Committee meeting.

Events are organised by "event sub-committees". These comprise at least one Trustee, with remaining members being members of AFA who have volunteered to be on the event sub-committee.

A team of volunteer year group parent representatives is also formed annually to serve for a school year. This team provides a communication link between the Trustees and AFA's membership amongst parents in all the year groups and supports the Trustees in carrying out the aims of AFA.

Relationship with other organisations

AFA is a member of PTA UK, the national charity representing parent teacher associations in England, Wales and Northern Ireland.

Risk assessment

The Trustees consider health and safety and child protection risks in detail on an event-by-event basis, producing a risk assessment document for each event, which is signed off by the Chairman and the President. The risk assessment is part of an extensive event checklist, which is completed for all events organised by AFA and which provides a comprehensive assessment of the event.

Where other organisations are used to run, or supply services for, an event, their risk assessments and public liability insurance documents are obtained and examined by the Trustees.

All appropriate statutory checks, including DBS checks, are conducted as required for the officers of AFA.

The AFA Finance Procedures document sets out the procedures, which the Trustees have in place for management of the financial risks to which AFA may be exposed.

Aims and activities

Charitable aims

The aim of AFA is to advance the education of boys in Aldwickbury School, Harpenden, in particular by:

- Bringing together the parents, staff, Governors and boys interested in the wellbeing of the School, through social, cultural and other activities.
- Fostering more extended relationships between the School, parents, the local community and others associated with the School.
- Providing facilities and equipment, which support the School and advance the education of boys in the School.
- Supporting the School in promoting the boys' involvement with charitable fundraising and awareness of the needs of others in the community.

Public Benefit Statement

The Trustees have taken due regard to the guidance published by the Charity Commission on public benefit.

AFA exists to benefit the pupils, parents, teachers and other members of the wider School community of Aldwickbury School. The beneficiary of funds raised by AFA is Aldwickbury School Trust Limited, unless funds are raised for a specified external charity as part of AFA's aim of promoting the boys' involvement with charitable fundraising. Monies or goods are donated to Aldwickbury School Trust Limited at the discretion of AFA's Trustees and in accordance with AFA's aim of advancing the education of boys in the School.

Summary of main activities

The main activities of AFA are:

- hosting a range of social, cultural and other activities to bring together different sections of the Aldwickbury School community;
- supplementing the School's programme of new parent events by holding welcome coffee mornings for those parents joining the School in years which are not the main stages of new pupil intake;
- holding tuck shops and second hand uniform sales once or twice a term;
- working with the School in providing pupils with opportunities to be involved with supporting charities by fundraising and other activities;
- supporting the School at occasional special events.

Achievements and performance

Events

AFA held a varied programme of events during the year, prior to the impact of Covid-19. These events brought many sections of the Aldwickbury School community together, at the same time as raising funds for AFA to enable it to make donations of facilities or equipment to the School.

- A school wide **bazaar** was held in November. Each year group runs stalls, which either sell donated items such as cakes, books, & toys, manages refreshment stalls or run fun games for the boys to play. In addition, the Year 8 boys design and run their own games stalls. Our bazaar is a large event attended by all the family and is our largest event of the year. 50% of the profits from the bazaar were donated to a charity of the boys' choice, this year it was Herts Young Homeless.
- During the Christmas period the boys were involved in a **Christmas card project** and the pre-prep boys had a **visit from Santa**.
- A successful **quiz night** for School staff and prep parents was held in January.
- A **film afternoon** was also held in January for the pre-prep school.
- A wine-tasting quiz evening was held in March for parents.
- **Second hand uniform sales** were held once a term. These were very successful fundraising events, which provided a useful service to parents.

- **Tuck shops** were held once a term at the end of the school day, with a large group of parent volunteers regularly baking delicious cakes for boys to buy.
- Many other events including the boys' disco, bikeability course and the Summer Ball had to be cancelled due to the coronavirus pandemic.
- AFA acted as a conduit to collect donations from parents to assist in a local charity project to make Scrubs for NHS workers. Surplus funds after completion of the project were donated by the Scrubs project to NHS charities.

Many parents have been involved in some way in organising the various events held. Events have been supported by a large cross-section of AFA's membership, helping to foster an enhanced sense of community within Aldwickbury School. The Trustees are very grateful for the support given to AFA by parents and staff.

Financial review

The Trustees have elected to prepare the financial statements on an accruals basis.

Financial performance

AFA organised several successful events and activities during the year. Many of the events organised by AFA are for the dual purpose of furthering one or more of the aims of the Association and for generating funds, but other events, for example tuck shops, are held with the primary purpose of fundraising.

The income generated by fundraising activities during the year totalled £26,600 (2019: £79,396) and was the principal source of funding for the Association. Total expenditure incurred in holding these events (included within the category of "fundraising trading costs") was £18,749 (2019: £64,584), giving net funds raised by fundraising events of £7,851 (2019: £14,812). Additionally, voluntary income of £nil (2018: £nil) was received.

During the year AFA made total funds to be donated of £6,597 (2019: £15,770). Donations made to charities arose from net income generated by events where pupils participate in fundraising activities.

Total net funds increased by £1,132 in the year (2019: decrease of £1,479).

Funds

AFA operates an unrestricted fund, which is categorised as having two components:

- Unrestricted, designated funds. During the year these comprised funds raised for other charities and projects. These funds arise from events where pupils participate in fundraising activities. The funds raised are allocated to designated funds and then either paid on to the chosen recipient charity or ring-fenced for future projects. Total designated funds at 31 July 2020 were £2,114 (2019: £766).
- General funds. These comprise the remainder of the unrestricted funds necessary to fund ongoing costs and provide protection against risks to AFA. The general funds are available for use in furthering any of the aims of AFA, at the discretion of the Trustees. General funds amounted to £37,580 at 31 July 2020 (2019: £37,796).

Reserves

The Trustees review annually the reserves policy and the level of reserves. This review takes into account future funding requests from Aldwickbury School Trust Limited, likely future costs and AFA's potential liabilities, in addition to ongoing administration costs. This review is linked to a six-month forward financial plan.

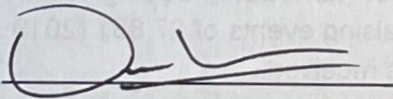
Reserves may accumulate beyond this level if the Trustees consider it appropriate to set funds aside for the purposes of possible future large-scale funding projects. Funds in reserves may also accumulate if admissible funding applications received from the School in a period are significantly less than net incoming resources in that period. Funding applications are considered admissible if, in the Trustees' opinion, they meet AFA's aims and comply with the donations policy agreed by the Trustees.

As at 31 July 2020 the Trustees believe that the charity has sufficient reserves on current projections to meet future requirements.

Independent Examiner

The Independent Examiner, Mr Ian Joyce, is seeking re-election at the AGM.

This report was approved by the Trustees on 20/4. 2021 and signed on their behalf by:



DATE 20th April 2021

Vernon Hales

Independent Examiner's Report to the Trustees of Aldwickbury Friends Association ("AFA")

I report on the trustees on my examination of the accounts of AFA for the year ended 31 July 2020, which are set out on pages 10 to 16.

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').

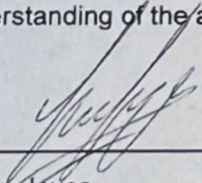
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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; or
- 3) The accounts do 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.



Mr Ian Joyce
c/o Aldwickbury School, Harpenden, AL5 1AD

DATE April 2021

Statement of Financial Activities

Year to 31 July 2020

	Note	Unrestricted funds: general 2020 £	Unrestricted funds: designated 2020 £	Total 2020 £	Total 2019 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	4	-	-	-	-
Activities for generating funds	5	13,836	12,436	26,272	55,568
Funds for Treehouse Project		-	328	328	23,828
Total incoming resources		13,836	12,764	26,600	79,396
Resources expended					
Costs of generating funds					
Fundraising trading costs	6	6,046	3,747	9,793	20,522
Costs for Treehouse Project		8,006	950	8,956	44,062
Charitable activities	7	-	6,597	6,597	15,770
Governance costs	8	-	122	122	117
Other resources expended	9	-	-	-	404
Total resources expended		14,052	11,416	25,468	80,875
Net (decrease) / increase in funds	3	-216	1,348	1,132	-1,479
Total funds brought forward		37,796	766	38,562	40,041
Total funds carried forward		37,580	2,114	39,694	38,562

The notes on pages 12 to 16 form an integral part of these financial statements.

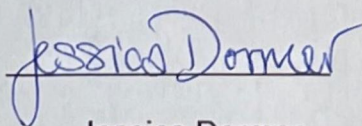
Balance sheet

As at 31 July 2020

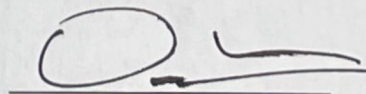
	Note	2020 £	2019 £
Current assets			
Debtors	11	-	4,394
Cash at bank and in hand		40,563	48,059
Total current assets		40,563	52,453
Creditors: amounts falling due within one year	12	869	13,891
Net current assets		39,694	38,562
Provisions for liabilities and charges		-	-
Net assets		39,694	38,562
<i>Represented by:</i>			
Funds of the Association			
Unrestricted funds:			
General funds	3	37,580	37,796
Designated funds	3	2,114	766
Total funds		39,694	38,562

The notes on pages 12 to 16 form an integral part of these financial statements.

Approved by the Trustees on 20th April 2021 and signed on their behalf by:



Jessica Dormer



Vernon Hales

Notes to the financial statements

1. Basis of preparation

These financial statements have been prepared on the basis of historic cost, in accordance with "Accounting and Reporting by Charities – Statement of Recommended Practice" (SORP) 2005, with the provisions of Section 1A for "Small Entities" of Financial Reporting Standard 102 and with the Charities Act.

2. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

i) Incoming resources

Incoming resources are included in the Statement of Financial Activities (SoFA) on an accruals basis, when entitlement to the resources is established, when the Trustees are virtually certain that they will receive the resources and when the monetary value can be measured with sufficient reliability. Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross within the SoFA.

ii) Resources expended

Resources expended are recorded on an accruals basis in the period in which an obligation to pay has been established.

iii) Fixed assets

Items of equipment with a cost of more than £1,000 and a useful life of more than one year are capitalised and depreciated over their useful life.

iv) Stock

Stock is valued at the lower of cost and net realisable value.

3. Funds

General funds are unrestricted funds, which are available for use in furtherance of AFA's aims at the discretion of the Trustees.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes, as detailed in the Financial Review section of the Trustees' Report.

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2020

4. Incoming resources: voluntary income

	2020	2019
	£	£
Other donations	-	-
	-	-

5. Incoming resources: activities for generating funds

All events, which generate fundraising income, are included under "activities for generating funds" in the Statement of Financial Activities. The corresponding costs of these events are included in fundraising trading costs (Note 6). However, many of these events are organised for the purposes of both fundraising and furthering at least one of AFA's four charitable aims (in particular, bringing parents, staff and boys together at events and promoting the boys' involvement with charitable fundraising).

	Unrestricted funds: general	Unrestricted funds: designated	Total	Total
	2020	2020	2020	2019
	£	£	£	£
Tuck shops	590	0	590	1,121
Uniform sales	902	2,114	3,016	3,251
Bazaar	6,219	6,219	12,438	13,402
Christmas cards	1,548	1,548	3,096	4,626
Quiz	964	-	964	752
Pre-prep film afternoon	240	-	240	320
Mothers' Day pottery	499	-	499	-
Wine tasting	1,800	-	1,800	-
Disco	-	-	-	2,218
NHS Scrubs	-	2,555	2,555	-
Summer Party	1,000	-	1,000	329
Bikeability	-	-	-	632
Lego Mechanics day	-	-	-	1,095
Father's Day Breakfast	-	-	-	438
Barn Dance & Auction of Promises	-	-	-	25,794
Miscellaneous	74	0	74	1,536
	13,836	12,436	26,272	79,396

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2020

6. Fundraising trading costs

	Unrestricted funds: general 2020 £	Unrestricted funds: designated 2020 £	Total 2020 £	Total 2019 £
Tuck shops	47	-	47	5
Uniform sales	64	-	64	9
Bazaar	1,721	1,721	3,442	2,012
Christmas cards	1,016	1,016	2,032	3,026
Secret Santa	218	-	218	176
Quiz	96	-	96	38
Pre-prep film afternoon	-	-	-	70
Mothers' Day pottery	374	-	374	
Wine tasting	990	-	990	
Disco	120	-	120	1,175
NHS Scrubs	-	1,010	1,010	
Summer Party	1,400	-	1,400	
Bikeability	-	-	-	675
Lego Mechanics day	-	-	-	700
Father's Day Breakfast	-	-	-	259
Barn Dance & Auction	-	-	-	9,335
Circus Skills day	-	-	-	2,118
Miscellaneous	-	-	-	924
	6,046	3,747	9,793	20,522

7. Expenditure on charitable activities

	Unrestricted funds: General 2020 £	Unrestricted funds: designated 2020 £	Total 2020 £	Total 2019 £
Donations to charities:				
Herts Young Homeless	-	5,052	5,052	-
NHS Scrubs	-	1,545	1,545	-
COSMIC	-	-	-	15,770
	-	6,597	6,597	15,770
Total donations	-	6,597	6,597	15,770
	-	6,597	6,597	15,770
Total expenditure on charitable activities	-	6,597	6,597	15,770

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2020

8. Governance costs

	2020	2019
	£	£
Membership of PTA UK	122	117
	122	117

9. Other resources expended

	2020	2019
	£	£
Staff gift collected from parents for this purpose	-	404
	-	404

10. Trustees' expenses

The Trustees received no emoluments during the year (2019: £nil). Expenses may be reimbursed when it is necessary for a Trustee, on behalf of AFA, to pay for goods or services required for the administration and governance of AFA.

Expenses were reimbursed to Trustees during the year as follows:

Number of Trustees reclaiming	Total cost	Number of Trustees reclaiming	Total cost
2020 No.	2020 £	2019 No.	2019 £
-	-	-	-

ALDWICKBURY FRIENDS ASSOCIATION
Trustees' Report and Financial Statements 2020

11. Debtors

	2020	2019
	£	£
Bikeability debtor	-	55
Additional gift aid on donation pending	-	4,339
	-	4,394
	-	4,394

12. Creditors

Amounts falling due within one year:

	2020	2019
	£	£
Creditors due within one year	869	13,891
	869	13,891
	869	13,891

Included in creditors above is unpaid donations of £465 and the balance of £404 relates to a gift for a leaving staff member which has not yet been reimbursed to Aldwickbury School. All invoices were raised during the year but paid after the year-end.