

Charity registration number: 1164214

Friends of Sevenoaks School
Annual Report and Financial Statements
for the Year Ended 31 July 2022

Friends of Sevenoaks School

Trustees' Annual Report

Charity Registration:

The Friends of Sevenoaks School ("FoS") was registered as a charity by the Charity Commission on 2nd November 2015.

Charity Details:

Registered Charity Name: Friends of Sevenoaks School

The charity also operates using the name Friends of Sevenoaks and the acronym FoS.

The registered charity number is 1164214.

FoS is an unincorporated association.

The public address of the charity is:

Sevenoaks School
High Street
Sevenoaks
Kent
TN13 1HU

The trustees who served during the year were:

Emma Kutchera (Co-Chair) (appointed 9 October 2017)
Susan J.L. Newman (Treasurer) (appointed 9 October 2017)
Clare Scott (Co-Chair) (appointed 9 October 2017)
Sarvenez Guivi (appointed 16 May 2022)
Sebastien Coquelin (resigned 30 August 2021, appointed 7 October 2018)

Trustees are elected annually at the Annual General Meeting of members of the association. Nominations for election may be made by any member of the association and seconded by another.

The charity has a group of social co-ordinators who organise events for specific year groups.

Objects of the charity:

The constitution of FoS was adopted on 18th May 2015 and states that the object of the association is to advance the education of the pupils of the school in particular by:

- (i) developing effective relationships between the staff, parents and others associated with the school; and
- (ii) engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

Friends of Sevenoaks School

Trustees' Annual Report (continued)

Financial Review, Achievements and Performance:

FoS facilitate a number of school-wide events each year which help to build effective relationships between the staff, parents and others associated with the school and to raise funds to support the school and advance the education of the pupils. These events aid initial integration into the school and the building of on-going relationships, as well as raising funds to support the school. In addition, FoS has a social coordinator network who organise events for specific year groups. FoS also runs a shop on school premises for second hand uniform and a lost property facility. FoS has had another successful year in meeting its objectives and the trustees would like to offer their appreciation to all those individuals who have given their time and expertise freely for the benefit of the charity.

The trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

Following two academic years that were negatively impacted by the COVID 19 pandemic and related restrictions, FoS were able to hold all planned social events and open the second hand uniform shop during the academic and financial year ended 31 July 2022. This was in conjunction with the school being physically open as usual. New parents were welcomed with a drinks evening and a supper at the start of term, and the quiz night was held that brought together parents and teachers. A variety of social coordinator year group events were held at both Christmas and the end of the summer term as well as the Biennial ball in June 2022 which had been postponed from 2020. The second hand uniform shop was able to stay open each week during term time and at the start of the new academic year and generated a record level of income for FoS.

For the year ended 31 July 2022, resources prior to donations increased during the year by £27,525 (2021: £18,607). Donations made for the year were £3,488 (2021: £56). There was a net inflow of resources after donations made of £24,037 (2021: inflow 18,551).

The main school-wide events contributing to funds during the year and the amounts raised after expenses were the Ball £4,388, quiz night £598, social coordinator events £605 and the new parents's supper £162. FoS also organised certain school-wide events which were funded out of member contributions. These included new parents' drinks at a cost of £4,169, the careers fair of £1,014, and coffee mornings £256. Going forward the school will pay for any new parents' tea or other drinks events and FoS will continue to organise the new parents' supper.

The second hand uniform shop contributed £12,913 (2021: £7,752) to funds after costs. This was higher due to the prior year being impacted by the school closure and some changes to the donation terms implemented during the recent financial year.

Subscriptions from the members for the year were £14,700 (2021: £14,565). This is inline with an increase in the number of students at the school.

During the year, FoS made donations of £3,488 (2021: £56). Donations in the current year related to the purchase of student picnic tables and a puppet for one of the drama productions. In the year ended 31 July 2021, donations made related to the remaining work on the garden project.

As at 31 July 2022, FoS's funds totalled £87,487 (2021: £63,450). All funds are unrestricted. At the start of the recent financial year, FoS approved a donation of up to £45,000 to help finance the building of a new sports pavilion to be built on the main sports field that was expected to be built in 2022. However, the school subsequently determined that this was not to proceed. The trustees continue to be in dialogue with the school with the objective to reduce the current level available funds by way of donations made to help meet the association's objectives to advance the education of the pupils of the school.

Declaration:

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

Signed on behalf of the charity's trustees:



Emma Kutchera
Co-Chair



Clare Scott
Co-Chair



Susan J.L. Newman
Treasurer

20 September 2022

Friends of Sevenoaks School

Independent examiner's report to the trustees of Friends of Sevenoaks School **(Charity Number 1164214)**

I report on the accounts of Friends of Sevenoaks School for the year ended 31 July 2021, which are set out on pages 4 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Emma King
ACA
44, The Drive
Sevenoaks, Kent TN13 3AF

20 September 2022

Friends of Sevenoaks School

Statement of Financial Activities for the Year Ended 31 July 2022

	<u>Notes</u>	<u>Year Ended</u> <u>31 July 2022</u> <u>£</u>	<u>Year Ended</u> <u>31 July 2021</u> <u>£</u>
Incoming Resources			
Income from:			
Subscriptions	2	14,700	14,565
Activities for Raising Funds	3	88,671	10,649
Total Incoming Resources		<u>103,371</u>	<u>25,214</u>
Resources Expended			
Expenditure on:			
Raising Funds	3	(75,514)	(6,479)
Administrative Costs		(332)	(128)
Total Resources Expended (before donations)		<u>(75,846)</u>	<u>(6,607)</u>
Donations	5	(3,488)	(56)
Total Resources Expended		<u>(79,334)</u>	<u>(6,663)</u>
Net Movement of Funds		<u>24,037</u>	<u>18,551</u>
Total Funds Brought Forward		63,450	44,899
Total Funds Carried Forward		<u>87,487</u>	<u>63,450</u>

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 6 to 8 form an integral part of these financial statements.

Friends of Sevenoaks School

Balance Sheet As At 31 July 2022

	<u>Notes</u>	<u>31 July 2022</u> <u>£</u>	<u>31 July 2021</u> <u>£</u>
Current Assets			
Cash at bank and in hand		92,990	65,548
Debtors	6	700	3,134
Stock		0	110
		<u>93,690</u>	<u>68,792</u>
Creditors: Amounts falling due within one year	7	<u>(6,203)</u>	<u>(5,342)</u>
Net current assets		<u>87,487</u>	<u>63,450</u>
Net assets		<u>87,487</u>	<u>63,450</u>
Funds of the charity:			
Unrestricted Funds		<u>87,487</u>	<u>63,450</u>

The financial statements were approved by the trustees on 20 September 2022 and signed on their behalf:



Emma Kutchera
Co-Chair



Clare Scott
Co-Chair



Susan J.L. Newman
Treasurer

20 September 2022

The notes on pages 6 to 8 form an integral part of these financial statements.

Friends of Sevenoaks School

Notes to the Financial Statements for the Year Ended 31 July 2022

Note 1: Accounting Policies

Basis of Preparation

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Income

Recognition of Income

These are included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability.

Income with related expenditure

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the Statement of Financial Activities.

Subscriptions

Subscriptions are only included in the Statement of Financial Activities when the general income recognition criteria are met.

Expenditure and Liabilities

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Creditors

Creditors are measured at the settlement amount.

Assets

Debtors

Debtors are measured on initial recognition at settlement amount. Subsequently, they are measured at the cash or other consideration expected to be received.

Stock

Stock of items purchased for use at fund raising and other events are carried at the lower of cost and net realisable value.

Items donated to the second hand shop for resale are not included in the financial statements until they are sold.

Note 2: Subscriptions

	Year Ended 31 July 2022	Year Ended 31 July 2021
	£	£
Subscriptions from members	<u>14,700</u>	<u>14,565</u>

Friends of Sevenoaks School

Notes to the Financial Statements for the Year Ended 31 July 2022 (continued)

Note 3: Activities for Raising Funds

<u>For the year ended 31 July 2022</u>	Incoming Resources £	Resources Expended £	Net Movement in Resources £
School Second Hand Uniform Shop	16,204	(3,291)	12,913
Other Events generating funds:			
Biennial Ball	40,975	(36,587)	4,388
Quiz Night	7,069	(6,471)	598
Social Coordinators' Events	17,248	(16,643)	605
New Parents' Supper	7,175	(7,013)	162
Other Events	0	0	0
Events subsidised from subscriptions:			
Other Events	0	(5,509)	(5,509)
	88,671	(75,514)	13,157

<u>For the year ended 31 July 2021</u>	Incoming Resources £	Resources Expended £	Net Movement in Resources £
School Second Hand Uniform Shop	10,631	(2,879)	7,752
Other Events generating funds:			
Biennial Ball	0	(3,600)	(3,600)
Other Events	18	0	18
Events subsidised from subscriptions:			
Other Events	0	0	0
	10,649	(6,479)	4,170

Friends of Sevenoaks School

Notes to the Financial Statements for the Year Ended 31 July 2022 (continued)

Note 4: Trustees' Remuneration

No trustees received any remuneration during the year.

Note 5: Donations

	Year Ended 31 July 2022	Year Ended 31 July 2021
	£	£
Student picnic tables	1,688	0
Drama production puppet	1,800	0
Organic garden and Students' wellness area	0	56
	3,488	56

Note 6: Debtors

	31 July 2022	31 July 2021
	£	£
Amounts receivable related to Ball	700	3,134
	700	3,134

Note 7: Creditors: Amounts falling due within one year

	31 July 2022	31 July 2021
	£	£
Payable relating to School Second Hand Uniform Shop	3,636	3,590
Payable to Parents' Choir	1,619	1,752
Payable to School	505	0
Other payable for expenses incurred	443	0
	6,203	5,342