

Trustees' Annual Report for the period						
From		Period start date			Period end date	
		01	Sept	2020	To	31

Section A

Reference and administration details

Charity name	Friends of St Andrew's School, Woking
Other names charity is known by	FoSA
Registered charity number (if any)	1184432
Charity's principal address	c/o St Andrew's School, Woking, Church Hill House, Wilson Way, Woking Postcode GU21 4QW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lesley Hill		Resigned 10 Sept 2020	
2	Elizabeth Sarah McQuater	Treasurer		
3	Karen Elizabeth Theunissen			
4	Linda Sierra Parkes	Secretary	Appointed 10 Sept 2020	
5	Sarah Elizabeth Anderson		Appointed 9 February 2021	
6	Dorette Kirsty Porter		Appointed 9 February 2021	
7	Emily Morwenna Jane Larive		Appointed 9 February 2021	
8	Laura Szehofner		Appointed 9 February 2021	
9	Camilla Katharine Bowker		Appointed 9 February 2021	
10	Kiyomi Justine Suleski Markham		Appointed 9 February 2021	
11	Clair Joanne Stokes		Appointed 9 February 2021	
12				
13				
14				
15				
16				
17				
18				

19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted at registration on 16 July 2019
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed trustees may be appointed or reappointed at a meeting of the charity trustees. Ex officio trustees are elected as class representatives by the parents of each year group. A nominated trustee may be appointed by the Board of Governors.

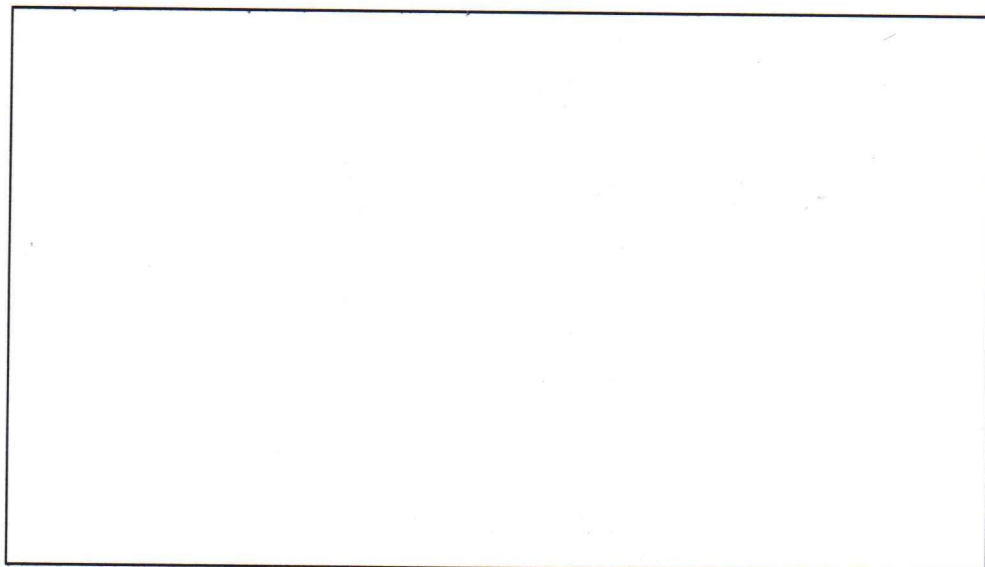
Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage

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them.



Section C

Objectives and activities

Summary of the objectives of the charity set out in its governing document

The objectives of the CIO are:

- (1) to advance the education of pupils within St. Andrew's School, Woking ("the School"), in particular, by assisting with the provision of facilities not provided by the School for education at the School and by any other means deemed appropriate to advance education of the pupils at the School by the Trustees in exercise of their discretion.
- (2) to advance such charitable purposes (according to the law of England and Wales) as the Trustees see fit from time to time by provision of funds and non-financial support to other registered charities from time to time.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The CIO holds regular meetings throughout the school year to decide and plan events for the staff, pupils and parents of the school. In planning our activities, the trustees had regard to the guidance issued by the Charity Commission on public benefit.

Funds raised from these events are held in the CIO's bank account. From time to time the school makes applications for grants for specific items of expenditure for the advancement of the education of its pupils. The CIO considers these applications during its regular meetings. If the grant is approved, the CIO provides the funding requested. The funds raised and grants approved are communicated within the school community.

From time to time the trustees may decide to raise funds for the benefit of another registered charity. In this case, a specific activity is identified and communicated for this purpose and only the funds raised from that activity are paid to that other charity.

During the period covered by this report (1 Sept 20 – 31 Aug 2021), fundraising activities were limited (compared to previous years) due to COVID 19 restrictions.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We, as trustees, decide as a committee how to spend the funds we raise. This is done by considering and voting on the grant applications submitted by the School. We may undertake some longer term projects depending on the needs identified to advance the education of pupils at the School. For example, funding a food technology classroom fit-out. These may require funds to be raised over a longer period.

Also, a trustee may nominate a registered charity to raise funds for by undertaking a specific activity. This nomination is considered and voted on by the committee.

We are grateful for the many hours parents have volunteered in helping the CIO undertake its fundraising activities. Without their valuable contribution of time, energy and expertise we would not be able to achieve so much.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Friends of St. Andrew's School, Woking has operated for many years and registered as a charitable incorporated organisation with the Charity Commission in July 2019.

Due to restrictions imposed due to Covid 19 in March 2020, very limited activities and fundraising events were able to take place during the period covered by this report, 1 Sept 2020-31 August 2021.

In anticipation of being able to hold the School Ball in July 2021, £8,772 in ticket sales was raised, however, unfortunately the event had to be postponed until July 2022, and the monies have in the meantime been held in the CIO's bank account.

Further monies were raised mainly via Easyfundraising, sales of branded products and Christmas cards.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees decide as a committee how to spend the funds raised. This is done by considering and voting on the grant applications submitted by the school. When deciding on whether to approve the grant applications, the trustees consider, amongst other things, the subject of the grant expenditure, the amount, value for money and the number and age of pupils that will benefit from it.

In addition, the trustees aim to retain a level of reserves which is sufficient to organise and fund the next planned, large, fundraising event.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's main source of funds is from holding events for the benefit of the school community. FoSA organises socials and events for the parents, children and staff of St. Andrew's School, Woking. It charges a fee for attendance and participation in these events and also sells items at a profit at these events e.g. food and drinks.

During the period of this report (1 September 2020-31 August 2021), very limited fundraising activities were able to take place due to the restrictions imposed due to the Covid 19 pandemic.

Section F Other optional information

As a CIO, Friends of St. Andrew's Woking confirms that it has not provided any guarantee during the period. Therefore, there are no potential liabilities under any such guarantee as at 31 August 2021.

Additionally, there is no debt outstanding at 31 August 2021 which is owed by the CIO and secured by an express charge on any of the CIO assets.

We hope to continue holding events for the benefit of the school and its community as soon as the restrictions imposed due to Covid 19 are sufficiently relaxed.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>E McQuater</i>	<i>Karen Theunissen</i>
Full name(s)	Elizabeth McQuater	KAREN THEUNISSEN
Position (eg Secretary, Chair, etc)	Trustee	TRUSTEE
Date	14 June 2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of St Andrew's School, Woking

1184432

CC16a

Receipts and payments accounts

For the period
from

01-Sep-20

To

31-Aug-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Transfer of funds raised prior to registration	-	-	-	-	2,144
Events income - current year	-	-	-	-	13,824
Events income - future years	8,772	-	-	8,772	-
Commission based income	636	-	-	636	947
Donation income	181	-	-	181	134
Items sold	418	-	-	418	407
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	10,007	-	-	10,007	17,456
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	10,007	-	-	10,007	17,456
A3 Payments					
Donations paid to St Andrew's School	-	-	-	-	6,000
Cost of running events	949	-	-	949	10,547
Miscellaneous expenses	111	-	-	111	162
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,060	-	-	1,060	16,709
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,060	-	-	1,060	16,709
Net of receipts/(payments)	8,947	-	-	8,947	747
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	747	-	-	747	-
Cash funds this year end	9,694	-	-	9,694	747

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
	Current account balance	9,694	-	-
		-	-	-
		-	-	-
	Total cash funds	9,694	-	-
CCXX R1 accounts (SS)		OK	OK	1OK
(agree balances with receipts and payments account(s))				

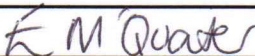

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Details			
			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Details			
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Details			
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on
behalf of all the trustees

Signature	Print Name	Date of approval
	Elizabeth McQuater	14/06/22
	KAREN THEUNISSEN	14/06/22