



Trustees' Annual Report for the period

From :	7 April 2023	To	6 April 2024 (Tax Year 2024)
Charity name:	Easthampstead Park Community School Friends Association		
Charity Number	1184978		
Charity's principal address	Easthampstead Park Community School Ringmead Road Bracknell Berkshire RG12 8FS		

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)
Rene Rastall	Chair		
Graham Ferguson	Treasurer		
Janet Sumner			
Mark Hooper			
Mary Temperton			
Liz Cook			
Juliet Blakemore		24.01.2024 - 06.04.2024	

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by Trustees

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>The objects of the CIO are</b> To advance the education of students in the school in particular by:</p> <p>a) providing and/or assisting in the provision of equipment, facilities, resources and experiences that extend and enrich learning.</p> <p>b) promoting positive close co-operation and communication between parents, carers, alumni, school staff, governors and community volunteers.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>In setting our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's public benefit guidance.</p> <p>Trustees have visited the school and fundraising for the current academic school year through the School Lottery and Amazon Smile.</p> <p>In May 2024 we received the last payments for Amazon Smille as this had been discontinued and the trustees continue to maintain the School Lottery Fundraising.</p> <p>Prom tickets are sold with the request for a voluntary donation for the additional items not covered in the cost of the ticket. All funds raised for the additional items are spent on the prom items to ensure the evening is a learning experience to celebrate their time at the school.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In setting our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's public benefit guidance.

## Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ol style="list-style-type: none"> <li>1. The Charity was established on 20 August 2019</li> <li>2. We had just started with our fundraising activities in the Sep 2019 - Mar 2020 when C19 lockdown was announced in 20 March 2020</li> <li>3. The charity continued to raise funds through online funding streams to support students</li> <li>4. The main achievement for the period under review has been to maintain funding streams that do not place a strain on the local school community.</li> <li>5. For the current year (2024) the charity has invested in a SumUp machine to ensure payments for donations can easily be paid by card in doing so limiting cash receipts for 2025.</li> </ol>
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### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<ol style="list-style-type: none"> <li>1. The Charity was established on 20 August 2019 during the school summer holidays while school was closed .</li> <li>2. The Trustees fundraise utilising the independently managed School Lottery. A Lottery licence was renewed for 2024 from Bracknell Forest Council Licence No: LI/19/00695/GALOTT.</li> <li>3. The School Lottery revenue generated was <b>£2'555 less the cost of running the lottery of £1'533 less the lottery licence of £40 resulted in a nett lottery ticket sales of Nett Total £ 982.</b></li> <li>4. <b>Added to which the</b> School lottery participants that won donated their winnings to the Charity - this amounted to <b>Total of £196.20 Totalling income from the School Lottery as £1178.20 See Financial Report note 1</b></li> <li>6. The Charity registered with Amazon Smile and received a <b>total of £165.55 for final</b></li> </ol>
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		<p><b>disbursements as AmazonSmile is no longer available</b></p> <p>7. For the year 11 prom, the charity provides the solutions for ticket sales and fundraising providing the platform for the administration. The purpose is to breakeven or support costs should prom fundraising not cover all costs.</p> <p>8. Ticket Sales of <b>£6'415</b>, voluntary donation with the ticket sales of <b>£568.94</b> and Prom fundraising of <b>£1'173.01 were achieved in 2024</b>. The prom is held at the end of the academic year which falls in the next financial period. The income and expenditure is accounted as and when the income is received and the expenditure is spent.</p> <p>9. In summary <b>Income of £11'073.70</b> and <b>Expenses of £8'317.39</b> resulted in a <b>Nett Gain of £2'756.31</b>.</p> <p>10. <b>The majority of these funds will fund the Prom Expenses in June 2024 totalling £2'749.17.</b></p> <p>11. The 2024 accounts are approved by the trustees and will be submitted on-line to the Charity Commission</p> <p>12. In addition, the Trustees Annual Finance Report for 2024 was added to the Google Shared Drive for the EPCSFA records.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	No Policy on reserves.
Amount of reserves held	Para 1.22	No Policy on reserves.
Reasons for holding zero reserves	Para 1.22	Purpose is to provide enrichment. Funds on hand will be utilised for the next academic year.
Details of fund materially in deficit	Para 1.24	No deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

#### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

#### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

#### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

#### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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#### Other optional information



Special resolution 3 Meeting 24.01.2024 to change the name of the charity

- The school was academised on 01.11.2022 to King's Academy Easthampstead Park however the Friends Association are keeping the name in honour of the school's 50th anniversary in July 2023.
- Feedback from the Charity Commission resulted in the Trustees deciding in the meeting on 21.11.2024 to leave the name unchanged.

Special resolution 4 Meeting 24.01.2024 to remove Par (3) A charity trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

- As the trustees missed time during C19 for the current 3 consecutive terms from 2019 - 2023 as a result of C19, this clause was not enacted.
- All Trustees reappointed for the next 4 year term in Trustees meeting on 24.01.2024

## Declarations

<b>The trustees declare that they have approved the trustees' report above.</b>		
<b>Signed on behalf of the charity's trustees</b>		
<b>Signature(s)</b>		
<b>Full name(s)</b>	<b>Rene Rastall</b>	<b>Graham Ferguson</b>
<b>Position (eg Secretary, Chair, etc)</b>	<b>Chair</b>	<b>Treasurer</b>
<b>Date</b>	<b>22.01.2025</b>	

# EASTHAMPSTEAD PARK COMMUNITY SCHOOL FRIENDS ASSOCIATION

CHARITABLE INCORPORATED ORGANISATION REG.118 4978

Ringmead Road

Bracknell

Berkshire, RG12 8FS



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## Finance Report

### INCOME STATEMENT

	2024	2023
<b>Income</b>	£11,073.70	£6,460.21
Amazon Smile	£165.55	£261.79
General Donations	£0.00	£0.00
Lottery Funding	£2,555.00	£3,735.00
Lottery Prize Donations	196.20	338.40
Prom Ticket sales	£6,415.00	£1,570.00
Prom Donations	£568.94	£290.01
Prom Fund Raising	£1,173.01	£265.01
<b>Expenditure</b>	-£8,317.39	-£8,838.91
Lottery Expenses	-£1,533.00	-£2,241.00
Lottery Licence	-£40.00	-£40.00
Bank Charges	-£60.00	-£55.00
Prom Expenses	-£5,906.97	-£1,125.00
Prom Ticket Charges Stripe	-£167.15	-£46.61
Prom Ticket Charges Ticket Tailor	-£64.80	-£0.96
Prom Just Giving Costs	-£216.39	-£22.34
Prom Sumup Charges	-£3.03	
Prom Paypal Costs	£0.00	
Staff Rewards	-£267.25	
Sumup Machine	-£58.80	
New Curtains		-£3,933.00
Literacy Book Vending machine		-£1,375.00
	£2,756.31	-£2,378.70

### BALANCE SHEET

RETAINED INCOME	2020	£1,836.74	2020	£1,836.74
RETAINED INCOME	2021	£2,937.94	2021	£2,937.94
RETAINED INCOME	2022	£2,689.48	2022	£2,689.48
RETAINED INCOME	2023	-£2,378.70	2023	-£2,378.70
RETAINED INCOME	2024	£2,756.31		
Employment of Capital		<b>£7,841.77</b>		<b>£5,085.46</b>
ASSETS				
- BANK ACCOUNT	£7,386.76		£4,908.40	
- CASH	£455.01	£7,841.77	£177.06	£5,085.46
DEBTORS				
- NO Debtors				
- Lottery Deposit				
- EPCS PrivateFund				
- Match Funding		£0.00		£0.00
CREDITORS				
- No Creditors	£0.00		£0.00	
		<b>£7,841.77</b>		<b>£5,085.46</b>
		£0.00		£0.00

NOTES TO THE FINANCE REPORT		2024		2023	
NOTE 1 LOTTERY FUNDRAISING					
Lottery Funding		£2,555.00		£3,735.00	
Lottery Prize Donations		£196.20	£2,751.20	£338.40	£4,073.40
Lottery Expenses		-£1,533.00		-£2,241.00	
Lottery Licence		-£40.00	-£1,573.00	-£40.00	-£2,281.00
Nett Lottery Fundraising			£1,178.20		£1,792.40

The easy way to raise funds for your school. Your School Lottery creates and runs lotteries for schools across the UK. Our lotteries raise money through local communities to improve educational facilities and the school environment for thousands of pupils. Your School Lottery is part of the Gatherwell Ltd lottery group which was established in 2013 with the core value of being an ethical lottery provider. We give 35% more in donations directly to good causes than any other national lottery. Your School Lottery was launched over 10 years ago to help schools facing growing financial pressure.

NOTE 2 EP PROM OVERVIEW	2025		2024		2023	
Prom Ticket sales	£2,835.52		£6,415.00		£1,570.00	
Prom Donations	£205.00		£568.94		£290.01	
Prom Fund Raising	£1,099.58	£4,140.10	£1,173.01	£8,156.95	£265.01	£2,125.02
Prom Expenses	-£6,645.71		-£5,906.97		-£1,125.00	
Prom Ticket Charges Stripe	-£55.36		-£167.15		-£46.61	
Prom Ticket Charges Ticket Tailor	-£26.20		-£64.80		-£0.96	
Prom Just Giving Costs	-£162.00		-£216.39		-£22.34	
Prom Sumup Charges	£0.00		£3.03			
Prom Paypal Costs	£0.00	-£6,889.27	£0.00	-£6,358.34		-£1,194.91
	-£20.45	-£2,749.17		£1,798.61		£930.11

EPROM2023 (in JUN2024) and EPPROM 2022 (in JUL2023)  
The prom is held at the end of the academic year which falls in the next financial period. The income and expenditure is accounted as and when the income is received and the expenditure is spent. All fundraising for the Prom is spent on the Prom.  
The ticket price is the venue price per person. No additional funds have been added to the ticket price so we will rely on generous donations from ticket holders and their families for decorations, prom prizes, photography, photobooth and any other extras for the students to enjoy this celebration.  
We are not expecting ticket holders and their families to pay booking fee or the fees charged for payment processing. If they pay with a Debit or Credit Card then a fee of 2.9% +30p is charged. We ask that a fiver is donated for the extra's and the payment processing fees to support prom fundraising.