

FRIENDS OF HOLBROOK INCORPORATED

England & Wales · Charity number 1200482

Details

Status Registered

Legal form CIO

Registered 2022-09-26

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

Contact

Address Holbrook Primary School
Holbrook School Lane
Horsham
RH12 5PP

Phone 01403272500

Email FOHITreasurer@holbrookprimaryschool.com

Website <https://www.pta-events.co.uk/holbrookprimaryschool/index.cfm>

Activities

Objects: THE OBJECTS OF THE CIO IS TO ADVANCE THE EDUCATION OF PUPILS IN THE SCHOOL IN PARTICULAR BY 1) DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN STAFF, PARENTS AND OTHER ASSOCIATED WITH THE SCHOOL. 2) ENGAGING IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS.

Activities: Providing facilities, equipment and resources to the school in support of the education of the pupils. Examples of this could include:-- providing money to build or update classrooms, shared facilities or common areas- providing money for particular initiatives outside of the core curriculum such as dance workshop, presents for the children, or plant growing competitions.

Classification

- **How:** Provides Other Finance, Provides Services
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People

Geography

- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£18,404	£8,811	-	-
2024-07-31	£18,342	£15,734	-	-
2023-07-31	£2	£0	-	-

Trustees

Name	Role	Appointed
Elizabeth Richardson	Chair	2025-09-30
Kristina Schraitel		2024-09-23
Melissa Anne Tidy		2024-09-23
Veronique Claire Laws		2025-01-10

FRIENDS OF HOLBROOK INCORPORATED

England & Wales - Charity number 1200482

Accounts

FRIENDS OF HOLBROOK INCORPORATED
Registered Charity No 1200482

Statement of Activities as at 31/07/2025

RECEIPTS	Note	£	FY 2025	£	FY 2024
Income Receipts					
Fundraising Events	Note 1	13,714.56		17,563.11	
Uniform Sales	Note 1	444.69		241.00	
Commissions	Note 1	703.35		239.61	
Donations (old FOH & Parents)	Note 1	3,321.92		266.54	
Deposit Interest		219.70		31.56	
TOTAL RECEIPTS			18,404.22		18,341.82
PAYMENTS					
Direct Charitable Expenditure					
Donations to Holbrook School		3,914.68		11,227.20	
Other Charitable Expenditure					
Events	Note 1	4,575.97		4,106.97	
Memberships		162.00		-	
Other		157.81		400.00	
Reporting Variance		0.09			
TOTAL PAYMENTS			8,810.55		15,734.17
Net Payments / Receipts for the Year			9,593.67		2,607.65
Cash and Bank Balances Previous Year			2,607.65		-
Cash and Bank Balances as at 31 July 2024			12,201.32		2,607.65

Statement of Assets as at 31/07/2025

MONETARY ASSETS	as at 31/07/2025	as at 31/07/2024
Bank Deposit Reserve Accounts (c/b)	1,552.28	1,532.58
Bank Current Account (c/b)	10,516.97	1,075.07
PayPal /Zettle Account (c/b)	-	-
Stripe Account (c/b)	-	-
Cash (c/b)	132.07	-
TOTAL ASSETS	12,201.32	2,607.65

FRIENDS OF HOLBROOK INCORPORATED
Registered Charity No 1200482

Note 1. Fundraising Events Profits			FY 2025		FY 2024	
Uniform Sales	Expense	Receipt	Profit	Expense	Receipt	Profit
PLU	-	444.69	444.69	-	241.00	241.00
Commission						
Asda	-	87.03	87.03	-	-	-
Anglo Recycling (Clothes)	-	140.00	140.00	-	180.00	180.00
Easy Fundraising	-	132.28	132.28	-	59.61	59.61
Kids Art print on	-	265.64	265.64	-	-	-
Stikins	-	56.00	56.00	-	-	-
Taylor Made Uniforms	-	22.40	22.40	-	-	-
Event						
Pre Xmas Sale	-	29.10	29.10	-	-	-
Xmas Fayre	(1,414.56)	3,380.68	1,966.12	(863.48)	5,562.09	4,698.61
Spring Disco	(181.61)	1,271.94	1,090.33	(535.05)	1,204.11	669.06
Sunflower Competition	(113.75)	87.94	(25.81)	-	-	-
Easter Eggs	(410.25)	-	(410.25)	(630.00)	-	(630.00)
Easter Trail	(78.54)	146.18	67.64	-	-	-
Fathers Day Biscuits	-	-	-	(115.84)	106.00	(9.84)
Frozen Fridays (x5 events)	(138.81)	65.97	(72.84)	-	-	-
New Intake	(22.79)	-	(22.79)	-	-	-
Summer Fayre FY24	(2,215.66)	8,336.30	6,120.64	(1,962.60)	10,690.91	8,728.31
Cake Sale	-	39.00	39.00	-	-	-
Y6 Production Bar (x2 events)	-	357.45	357.45	-	-	-
Direct Donations						
Other Donations Received	-	2,228.92	2,228.92	-	50.02	50.02
Your School Lottery (old FOH)	-	1,093.00	1,093.00	-	216.52	216.52
Total	(4,575.97)	18,184.52	13,608.55	(4,106.97)	18,310.26	14,203.29

Charity Treasurer
on behalf of Friends of Holbrook Incorporated Committee

FRIENDS OF HOLBROOK INCORPORATED

England & Wales - Charity number 1200482

Accounts

FRIENDS OF HOLBROOK INCORPORATED
Registered Charity No 1200482

Accounts for the year to 31 July 2024

RECEIPTS	Note	£	2024
Income Receipts			
Fundraising Events	Note 1	17,563.11	
Uniform Sales	Note 1	241.00	
Commissions	Note 1	239.61	
Donations	Note 1	266.54	
Deposit Interest		31.56	
TOTAL RECEIPTS			18,341.82
PAYMENTS			
Direct Charitable Expenditure			
Donations to Holbrook School	Note 2	11,227.20	
Other Charitable Expenditure			
Fundraising Events	Note 1	4,106.97	
Memberships		-	
Other	Note 3	400.00	
Reporting Variance	Note 4		
TOTAL PAYMENTS			15,734.17
Net Payments / Receipts for the Year			2,607.65
Cash and Bank Balances Previous Year			-
Cash and Bank Balances as at 31 July 2024			2,607.65

Statement of Assets as at 31 July 2024

MONETARY ASSETS	
Bank Deposit Reserve Accounts	1,532.58
Bank Current Account	1,075.07
PayPal /Zettle Account	-
Stripe Account	-
Cash	-
TOTAL ASSETS	2,607.65

FRIENDS OF HOLBROOK INCORPORATED
Registered Charity No 1200482

Note 1. Fundraising Events Profits			2024
Uniform Sales	Expense	Receipt	Profit
PLU	-	241.00	241.00
Commission			
Easy Fundraising	-	59.61	59.61
Anglo Recycling (Clothes)	-	180.00	180.00
Event			
Xmas Fayre FY24	(863.48)	5,562.09	4,698.61
Spring Disco	(535.05)	1,204.11	669.06
Easter Eggs	(630.00)	-	(630.00)
Fathers Day Biscuits	(115.84)	106.00	(9.84)
Summer Fayre FY24	(1,962.60)	10,690.91	8,728.31
Direct Donations			
Parent Donations	-	50.02	50.02
Your School Lottery	-	216.52	216.52
Total	(4,106.97)	18,310.26	14,203.29

Note 2. School Spend

Unrestricted donations of £11,000 and £100 were made to Holbrook Primary.

An annual MPLC licence of £127.20 was paid on behalf of Holbrook Primary.

Note 3. Charity Operational Costs

An expense of £400 was made to recover Board Member's damages incurred while on charity duty.

Their car was hit by a loaded shopping trolley at speed while collecting purchases for the Summer Fair.

Note 4. Reporting Variances & Other Notes

No comparative accounts for previous year are available as the charity was dormant.

Hon. Treasurer

On behalf of the Charity Committee

FRIENDS OF HOLBROOK INCORPORATED

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Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 26	Month 09	Year 2022		Day 31	Month 07	Year 2023

Section A Reference and administration details

Charity name Friends of Holbrook School Incorporated

Other names charity is known by

Registered charity number (if any) 1200482

Charity's principal address

Holbrook Primary School	
Holbrook School Lane	
Horsham	
Postcode	RH12 5PP

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	Veronique Laws	Chair		
2	Jennifer Woodward	Treasurer		
3	Christopher Hughes	Secretary	07/10/21 – 31/07/22	
4	Mark Utting	Vice-Treasurer	07/10/21 – 31/07/22	
5	Gillian Richardson	Vice-Chair		
6	Jeremy Peacock			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	Natwest	47 Carfax, Horsham

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 26 September 2022
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the AGM held in Sept-Oct

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>During the year:</p> <ul style="list-style-type: none"> - No related party transactions were identified. - All trustees were required to obtain an Enhanced DBS check in line with the child protection policy of the charity - No instances of fraud were detected by the Charities internal controls <p>All trustees give their time voluntarily and received no other remuneration or other benefits</p>
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Section C Objectives and activities

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

To advance the education of pupils in the school in particular by 1) Developing effective relationships between staff, parents and other associated with the school. 2) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

The Charity was dormant during the year

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

Additional details of objectives and activities (Optional information)

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

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

Summary of the main achievements of the charity during the year

N/A

Section E Financial review

Brief statement of the charity's policy on reserves

The charity was incorporated during the year and has not yet started trading

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:

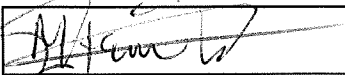

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Myrto Symeonidis	Graham Wills
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 16/10/23



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
n/a

**On accounts for the year
ended**

**Charity no
(if any)**

Set out on pages

Eight to Eleven

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2012.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

Name:

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

n/a

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the user to provide details as requested in the text above.

Receipts and payments accounts

For the period from	Period start date 26/09/2022	To	Period end date 31/07/2023
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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					
Fundraising Activities	2	-	-	2	-
Interest	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	2	-	-	2	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2	-	-	2	-
A3 Payments					
Purchase of Outdoor Classroom	-	-	-	-	-
Purchase of school IT Suite	-	-	-	-	-
Other Payments	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	-	-
Net of receipts/(payments)	2	-	-	2	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	2	-	-	2	-

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	Natwest	2	-	-
		-	-	-
		-	-	-
	Total cash funds	2	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

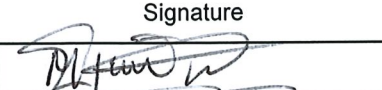

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

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

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

Signature	Print Name	Date of approval
	Myrto Symeonidis	16/10/2023
	Graham Wills	16/10/2023