

# Friends of Willowbank

## Trustee Annual Report

For the period ending 31/03/2025

### Structure, Governance and Management

Friends of Willowbank is a Charitable Incorporated Organisation (CIO) operating under the 'Foundation' model constitution, last amended on 18 June 2024. The CIO's only voting members are its charity trustees.

### Objectives and Activities

The objective of the association is to advance the education of the pupils at Willowbank School by providing and assisting in the provision of facilities for education not normally provided by the Local Education Authority.

In furtherance of this objective, the association aims to:

- Foster extended relationships between staff, parents, and others associated with the school.
- Engage in activities that support the school and advance the education of its pupils.

The association remains non-political and non-sectarian.

### Governance

The CIO is managed by its trustees, who are the only voting members. Trustees meet regularly to review progress, plan activities, and ensure compliance with the constitution and charity law. Decisions are made collectively, and all trustees share responsibility for the governance and strategic direction of the organisation.

During this reporting period, the trustees focused on planning future fundraising activities and strengthening engagement with the school community.

### Achievements and Performance

During this reporting period, no funds have been raised. However, the trustees have actively planned future fundraising initiatives to support the school community. Planned fundraising activities include:

- Raising funds for extra-curricular activities to enrich pupils' learning experiences.
- Securing funds for the purchase of a minibus, which will enhance opportunities for educational visits and off-site learning.

Although no income was generated this year, the trustees have focused on building relationships and laying the groundwork for successful fundraising in the coming year.

## Safeguarding and Compliance

The trustees recognise their responsibility to ensure that all activities comply with relevant safeguarding requirements. Any fundraising events or activities involving pupils will adhere to the school's safeguarding policies and procedures.

The CIO has complied with its obligations under charity law and has had regard to the Charity Commission's guidance on public benefit throughout the year.

## Financial Review

There has been no income or expenditure during this reporting period. The CIO currently holds no reserves.

The trustees are committed to ensuring that all future funds raised will be managed responsibly and in accordance with the CIO's objectives.

## Plans for the Future

The trustees plan to:

- Launch fundraising campaigns in the next financial year.
- Explore grant opportunities and community partnerships to support the purchase of a minibus and fund extra-curricular activities.
- Continue fostering strong relationships between staff, parents, and the wider school community.

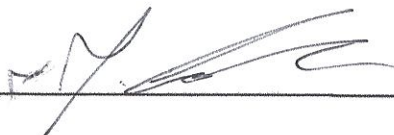
## Declaration

The trustees declare that they have complied with their duty under the Charities Act to have regard to the Charity Commission's guidance on public benefit.

Signed on behalf of the trustees:

Name: Ian Collins

Signature: \_\_\_\_\_



Position Chair

Date:

19.12.25