



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: 12 Sep 24

To: 4 Apr 25

Charity name: Bowerham School Foundation

Charity registration number: 1209999

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To relieve financial hardship and advance education for the public benefit of pupils of Bowerham Primary and Nursery School by providing additional food; learning support materials and equipment (not required to be provided by the LEA); and financial grants to enable attendance on school trips and clubs, and in extremis to ameliorate home deprivations that impede learning.
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	The School's free-to-use breakfast club has primacy when allocating charitable funds. Consequently, as the charity is in the early stages of raising money, the small sums of money raised to date have been exclusively allocated to support this.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees reviewed the Charity Commission guidance on public benefit prior to approving the Constitution and accompanying policies at a formal meeting on 27 Nov 24.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Trustees approved a policy on Grant Making on 27 Nov 24.
Policy on social investment including program related investment	Para 1.38	
	Para 1.38	

Contribution made by volunteers		
Other		

Achievements and Performance

	SORP reference	
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	This first annual report comprises a shorter period of six months, from the approval of charity registration to the end of the financial year. This period has primarily focused on establishing governance mechanisms for good practice and initiating fundraising. We partnered with Easyfundraising in Dec 24 and received our first payment from the passive fundraising through their platform in Feb 25. This money has been allocated to purchase food items to support the free-to-use breakfast club. We have created a page on the school's website providing information on the charity, how funds raised will be used, and how to donate.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Objective 1: Establishing governance mechanisms. In this first six months, Bowerham School Foundation has formulated and approved the following governance documents: Board Code of Conduct, Conflict of Interest Policy, Financial Control Policy, Ethical Fundraising Policy, Grant Making Policy, Fundraising Due Diligence Policy and Risk Management Policy. Bowerham School Foundation has gained the Charity Excellence Framework watermark. Objective 2: Initiate fundraising We have collaborated with Easyfundraising to generate income passively. Once proven as a positive means to generate funds, we sought to
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		increase registration for this within our school community, with a two week period of additional communication to parents and carers. Easyfundraising provided an incentive scheme, donating £1 for each new registration over this period. This has provided a solid startpoint for donations with 34 new registrations.
Performance of fundraising activities against objectives set	Para 1.41	At the date of the last formal Trustees meeting (19 Mar 25), income was limited to the donations from Easyfundraising, and the total was allocated in entirety to the Breakfast Club (but not transferred until after the end of the reporting period). Shortly before the end of the reporting period, a web page providing information on the charity was created on the school website and launched on school communication channels. Following this, the charity received direct donations totalling £1205, made using Gift Aid. These donations, and the pending tax relief from them, has significantly increased the ability for the charity to meet its objectives on a sustained footing for the next FY. Communication on donations received and how the income has been spent will be the focus for the next reporting year, to encourage further donations either directly or through increased registrations and use of <u>Easyfundraising</u>.
Investment performance against objectives	Para 1.41	The charity has agreed no investment objectives.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has been focused on establishing secure governance mechanisms in this first reporting period, and did not expect to raise significant funds in its first six months. The money that has been raised has enabled these mechanisms to be tested and has been attributed to supporting the school's breakfast club as a primary object of the charity.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves will be held to ensure consistent termly allocation to the Breakfast Club and, once funds allow, for grants. In practice this means that the income held at the end of the reporting period has been divided into three and apportioned to each of the academic terms, to ensure at least 12 months continuous provision. This will be reviewed at each trustee formal meeting in light of funds received subsequently.
Amount of reserves held	Para 1.22	£1204
Reasons for holding zero reserves	Para 1.22	At the time of the trustees formal meeting (19 Mar 25), £19 was held in the charity account, but with pending payments from Easyfundraising exceeding this. It was therefore agreed to allocate all funds held to the breakfast club in the knowledge that income paid in before the next meeting would provide reserves exceeding the amount allocated. By the end of the reporting period, additional donations provided significantly more income, and so the reserves now held are in excess of those planned. The agreed sum of £19 was rounded up to £20 as it had not yet been transferred.
Details of fund materially in deficit	Para 1.24	NA
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity has no overheads that need to be met. Any and all income is able to be allocated to the charity's purposes.

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	Principal funds are from direct donations using GiftAid, which include one direct debit, providing forecastable further income. A second continuous form of income is from the passive fundraising through Easyfundraising. The charity has significant potential to increase this by
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		encouraging more of the school community to register: at the date of this report, there were 54 supporters registered.
Investment policy and objectives including any social investment policy adopted	Para 1.46	No investment of funds will be made in the next FY.
A description of the principal risks facing the charity	Para 1.46	The charity goes into the next FY in a position to increase the school's pastoral spending (additional to that funded from official funds such as the Pupil Premium Grant). This is hoped to provide tangible improvements for disadvantaged pupils, that will be visible to the school community. If we are unable to sustain and increase income to the charity, there is a risk of disappointing pupil and parent expectations.
Other		

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	Charitable Incorporated Organisation (Foundation Model)
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	Trustees are comprised from the School's Governing Body. The Chair of Trustees was voted by trustees at the Formal Meeting on 27 Nov 24.

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		

Reference and Administrative details

Charity name	Bowerham School Foundation
Other name the charity uses	
Registered charity number	1209999
Charity's principal address	Bowerham School Foundation Bowerham Primary and Nursery School Bowerham Road Lancaster LA1 4BS

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	David Knight	Chair		
	2	Katherine Dickinson	Treasurer		
	3	Jane Shepherd			
	4	Simon Oakley			
	5	Joanne Banks			
	6	Daniel Baxter			
	7	Eve Elliott			
	8	Benjamin Hanley			
	9	Craig Smith			
	10	Peter Thomas			
	11				
	12				
	13				
	14				
	15				
	16				
	17				
	18				
	19				
	20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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	

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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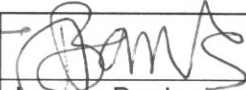
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David Knight	Joanne Banks
Position (eg Secretary, Chair, etc)	Chair	Headteacher

Date	17 Jul 2025
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Bowerham School Foundation

1209099

Receipts and payments accounts

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For the period
from

12 Sep 24

To

04 Apr 25

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					
Easyfundraising	19	-	-	19	-
Donations	1,205	-	-	1,205	-
Interest on deposit account	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	1,224	-	-	1,224	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,224	-	-	1,224	-
A3 Payments					
Breakfast Club	-	-	-	-	-
Grants	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	-	-
Net of receipts/(payments)	1,224	-	-	1,224	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	1,224	-	-	1,224	-

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	Lloyds Account	1,224	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	1,224	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Tax reclaim due	301	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	David Knight	17 JUL 25