



## **Trustees' Annual Report for the period**

**From**        **1 August 2022**                      **To**                **31 July 2023**

**Charity name:**        **The Friends of Granville School ("FOG")**

**Charity registration number:**    **268910**

## **Objectives and Activities**

The constitution of FOG (last amended on 2<sup>nd</sup> May 2023) states that the object of FOG is to advance the education of pupils at The Granville School (the "School") by providing and assisting in the provision of facilities and equipment for education at the School (not normally provided by the Local Education Authority) and as ancillary thereto and in furtherance of these objects FOG may:

- (a) foster more extended relationships between staff, parents and others associated with the School; and
- (b) engage in activities which support the School and advance the education of the pupils of the School.

FOG meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the accounting policy notes.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

FOG has supported the local community and other charities through fundraising and volunteering activity, in addition to contributions made to the School.

## **Achievements and Performance**

The prior year saw the resurgence of FOG's fundraising activity following the previous years' restrictions due to Covid 19 limitations. This continued over this latest year with record fundraising during the year under review.

FOG activity for the year began, as usual, with Headmistress' Drinks (expense of £632), which was well-attended and coincided with a donation of £20,000 from FOG to the School for the refurbishment of the School's science labs. Autumn term fund-raising was focused on the annual Junior School Movie Night (£236 (2022: £92)) and Christmas card sales (£166 (2022: £157)). We also introduced a School logo branded woolly hat which could be seen being worn throughout the School in the colder months. They were sold at £15 each amounting to aggregate direct sales of £1,575 with other sales being collected in the School shop and shown within the revenue there and there are still some hats to sell in the next school year. Secret Santa had always been one of the best fundraising events of the School calendar and we were delighted to bring it back in its full form this year. Not just for the £2,076 (2022:£400) it raised, but also the pure joy on the children's faces as they decided what to buy for their family members. The parent community were very generous in the gifts that they provided helping make this a huge success. We also introduced a social evening where parents, under expert external guidance, created the most beautiful Christmas wreaths for their homes whilst raising £135 for FOG.

The Spring term also surpassed the previous year with a very successful quiz raising £1,059 (2022 £574) including a very tricky guess the chocolate bar round! Building on the success of the Christmas wreaths, one of the parents ran a Spring Festival Chaplet Making workshop where parents created flower chaplets for their girls ahead of the Spring Festival where FOG kindly decked the main hall out in the most stunning flowers as the girls sang about Easter Jubilation. The parents donated £383 to FOG for the workshop and given the awful events in Turkey with the earthquake, as agreed before the event, this included a contribution so that FOG could donate £130 to the Disaster Emergency Committee appeal.

The weather shone for the annual Founder's Day Fete. The Fete this year had card readers and QR codes to respond to the changing world. The accounts for the year under review also include expenses for the 2024 fete and 2022 has some income from the previous year therefore the recorded profit is slightly lower at £5,588 (2022: £6,174), however overall it was a great success.

Later in the term, FOG organised the Senior School Disco, complete with what has now become the customary photo booth. This was a net loss of £146 (2022: £-627)

Miscellaneous expenses over the year amounted to £2,204 (2021:£1,697) and included the annual subscription to Parent Kind incorporating the public liability insurance, 2022 Headmistresses' drinks, advertising for the 2023 Headmistresses Drinks, ice cream and badges for the children to celebrate the King's coronation, and gifts for School staff who have supported FOG over the year.

There was also delayed income of £538 from the School ball which took place in the previous year and the FOG assisted the parents in raising funds for a leaving gift for Mrs Mackenzie to celebrate her many years of dedication to the School and FOG community.

Over the year the School Shop bounced back to life raising a whopping £7,495 (2021:£2,410) from the sale of second hand uniform. The majority of this was transferred from the School Shop bank account to the main FOG bank account over the year under review.

Over the year FOG subs of £1,685 (2022: £1,387) were paid into the FOG bank account including subs which had been collected by the School during the previous year, but not transferred until this year.

None of this would have happened but for the generosity of the school community and the fabulous efforts of the non-elected Committee members (the class representatives), Paul Eversfield running the School Shop and the School's staff, who collectively volunteer significant time to ensure that all of FOG's activities throughout the year are successful. The Trustees would like to extend their thanks to all of these volunteers that make the objectives of the charity a reality.

FOG has spent the year carefully considering what to spend the current fundraising on and has decided that funds raised over the year under review and the following year will likely be contributed to the redesign of the School cloisters open air space into a fabulous timetabled whole school leaning space, which will also act as a functional space for parent events and an entrance to the main hall. An amount to donate has not been finalised.

## **Financial Review**

The accounts for the year ended 31 July 2023 accompany this report. Net incoming resources for the year total -£3,824 (2022: £10,) this allows for the donation of £130 (2022: £250) which was made to an external charity as well as the £20,000 donation to the School for the refurbishment of the School's science labs.

At the end of the year FOG's funds amounted to £41,630 (2022: £45,684).

The trustees aim to maintain reserves at a level they deem sufficient for the future operating needs of FOG's general expenditure, as well as for any activity that it is fundraising for. The majority of the end 2023 reserves will be used for upgrading of the cloisters at the School for the benefit of the children.

## Structure, Governance and Management

FOG is governed under its Constitution (last amended on 2<sup>nd</sup> May 2023), which is a trust deed.

FOG is an unincorporated association.

The elected members of the Committee are the Chair, Secretary and Treasurer; these members are appointed at the AGM and serve as the charity trustees (the "Trustees").

## Reference and Administrative details

Charity name	Friends of Granville School
Registered charity number	268910
Charity's principal address	The Granville School 2 Bradbourne Park Road Sevenoaks TN13 3LJ

	Trustee name	Office	Dates acted if not for whole year
1	Mrs Elizabeth Stopford	Chair	Appointed 19 September 2022
2	Mrs Catherine Carter	Secretary	Appointed 19 September 2022
3	Mrs Helen Louise Wood	Treasurer	All of the year
4	Mr Philip Tippin	Chair	Resigned 19 September 2022
5.	Geraldine Hesledine	Secretary	Resigned 19 September 2022

## Additional information

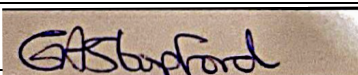

### Names and addresses of advisers

Type of adviser	Name	Address
Independent Examiner	Abi Aiyegbayo	Bimtex Accounting Ltd, 82a James Carter Road, Mildenhall Bury St. Edmunds Suffolk IP28 7DE

## 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)	Elizabeth Stopford	Helen Wood
Position (eg Secretary, Chair, etc)	Chair of Trustees	Treasurer
Date	19 September 2023	



**Independent examiner's report to the trustees of Friends of Granville School  
{charity number 268910}**

I report to the trustees on my examination of the accounts of the Friends of Granville School (the Association) for the year ended 31<sup>st</sup> July 2023.

**Responsibilities and basis of report**

As the trustees of the Association, 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 Association's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 in connection with the examination which gives me cause to believe that in, any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Abi Aiyegbayo ACMA, CGMA

Date: 31<sup>st</sup> October 2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Friends of Granville School	268910
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## Receipts and payments accounts

For the period from	01-Aug-22	To	31-Jul-23
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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 £
<b>A1 Receipts</b>					
Fundraising Events	22,042	130	-	22,172	
Uniform & FOG merchandise Sales	7,495	-	-	7,495	
FOG Subs	1,685	-	-	1,685	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b> (Gross income for AR)	31,222	130	-	31,352	

<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	-	-	-	-	
<b>Total receipts</b>	<b>31,222</b>	<b>130</b>	<b>-</b>	<b>31,352</b>	

### A3 Payments

Fundraising Event Costs	12,842	-	-	12,842	
Miscellaneous	2,204	-	-	2,204	
Uniform & FOG merchandise sales		-	-	-	
Charitable donations	20,000	130	-	20,130	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>35,046</b>	<b>130</b>	<b>-</b>	<b>35,176</b>	

<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	



	-	-	-	-	
<b>Sub total</b>	-	-	-	-	
<b>Total payments</b>	35,046	130	-	35,176	
<b>Net of receipts/(payments)</b>	- 3,824	-	-	- 3,824	
A5 Transfers between funds	-	-	-	-	
A6 Cash funds last year end	45,684	-	-	45,684	
<b>Cash funds this year end</b>	41,860		-	41,860	

## 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 £
<b>B1 Cash funds</b>	FOG Account Natwest	41,330	-	-
	School Shop Account Lloyds	530	-	-
		-	-	-
	<b>Total cash funds</b>	41,860	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	<b>Details</b>			

## B2 Other monetary assets

[illegible]

### B3 Investment assets

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

### B4 Assets retained for the charity's own use

[illegible]

## B5 Liabilities

		-	-
		-	-
		-	-

### Details

An undetermined amount of the year end balance will be provided to the School to create a working space around the cloisters


### Fund to which liability relates

FOG Account  
Natwest


### Amount due (optional)


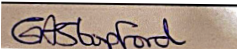
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-
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### When due (optional)

Likely July 2024


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

Signature

Print Name

Helen Hope
Elizabeth Stopford

Date of approval

19/09/2023
19/09/2023