

FRIENDS OF VALENCE SCHOOL

England & Wales · Charity number 275686

Details

Other names VALENCE SCHOOL PARENT STAFF ASSOCIATION

Status Registered

Legal form Other

Registered 1978-05-24

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

Contact

Address Valence School
Valence School
Westerham Road
Westerham
TN16 1QN

Phone 01959562156

Email friends@valence.kent.sch.uk

Website <http://www.valenceschool.com>

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUPILS OF VALENCE SCHOOL BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES FOR EDUCATION AT THE SCHOOL (NOT NORMALLY PROVIDED BY THE LOCAL EDUCATION AUTHORITY).

Activities: The purpose of The is to raise funds for, support and promote Valence School. Valence School is a Local Authority maintained Special Boarding and Day School for Children and Young People with Physical Disabilities Complex Medical Needs and Associated Learning Difficulties. The funds help provide for extra curricular activities, prizes and gifts for the students and capital projects for the school.

Classification

- **How:** Makes Grants To Organisations
- **What:** Education/training, Disability, Amateur Sport
- **Who:** Children/young People, People With Disabilities

Geography

- **Area of benefit:** CATCHMENT AREA OF VALENCE SCHOOL
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£98,745	£108,763	-	-
2024-09-30	£103,614	£82,534	-	-
2023-09-30	£25,282	£83,982	-	-
2022-09-30	£45,568	£23,234	-	-
2021-09-30	£28,962	£4,611	-	-

Trustees

Name	Role	Appointed
Debbie Beaney		2015-11-09
Elizabeth Wenham		2024-11-13
Kim Ayles		2024-11-13
Matt Strange		2016-11-14
Nicola Norris		2025-12-15
Zena Belton		2025-12-15

FRIENDS OF VALENCE SCHOOL

England & Wales - Charity number 275686

Accounts



Friends of Valence
raising funds for the school

The Friends of Valence is the registered Charity (No.275686) associated with the school and its purpose is to raise funds to support and promote Valence School.



ANNUAL TREASURERS REPORT FOR 2024/2025

**Prepared by Debbie Beaney
Treasurer FOV**

Letter from James confirming accounts
produced by treasurer

Summary of Financial Activities

Opening Balance @ 1st Nov 2024.....£ 55,331.53 (HSBC £22,885.68 + NW £ 32,445.85)

Total Income£

Total Expenditure £

Closing Balance @ 31st Oct 2025.....£ 44,708.94 (HSBC £37,822.83 + NW £6,886.11)

- Friends of Valence School maintained a healthy financial position, ending the year with a balance of £ 44,708.94 of which £ - £13,305.81 has been ringfenced leaving a total of **£ 31,403.13 available funds**.
- This year, the Friends of Valence successfully raised funds through : Events, FOV Clothing, Valence on the Green including a Pamper Evening, memorial donations

• **Funding this year (2024/2025) provided :**

Sensory Room renovation and flooring (£24420)	Matting to enable wheelchairs access to grass areas (£3454.17)	Christmas Trees (£361)
Money towards the Prom (£2500)	Awards & Trophies (£475)	Gazebo Covers (£239.99)
Students Christmas Gifts (£2,640)	Leavers Gifts (£535)	Air Con Unit for the shop (£314.94)
Publicity photos (£275)	Toilet Hire for VFOM (£750)	Printers for Event Banners, signs, flyers (£530)
Poppy Reef to lay in Westerham on Remembrance Day Service (£35.00)	2 New SumUp machines (£140)	

- **Ringfenced** :While FOV are fundraising these items are added to the ringfenced spreadsheet. We are then able to see how much has been raised towards an item and how much surplus we have in the accounts. Also during the year items are sometimes purchased by the school and the Friends pay a donation towards them.
 - ◇ £ 4,000 for the Common Room
 - ◇ £ 3,021.81 for 2 x Amtryke Handcycles
 - ◇ £3, 684 for Air Comfort Dulux Chair
 - ◇ £2,600 Students Christmas Gifts
- **Clarification of Accounts** - The accounts are monitored , collated and verified throughout the year by the Friends of Valence Treasurer ,Debbie Beaney using QuickBooks. These are checked and verified by James Barker of Devonshire Green Accountants. James supports the treasurer throughout the year and then verifies the accounts on QuickBooks. Once the accounts are signed off by the Friends of Valence Committee at the AGM, Debbie Beaney will instruct James to submit them to the Charity Commission on our behalf.

Statement of Financial Activities of the Friends of Valence School

From 1st November 2024 to 31st October 2025

Income		Expenditure	
Income Events		Events Expenses	
Bingo March 2025	£ 638.00	Christmas 2024	-£ 859.64
Quiz June 2025	£ 532.74	Christmas 2025 Stock	-£ 214.35
Bingo September 2025	£ 517.66	Bingo	-£ 193.92
Christmas 2024	£ 3,623.77	VFOM	-£ 1,802.42
Christmas 2025	£ 155.00	Fireworks	-£ 407.81
Easter Raffle	£ 265.75	Golf Day 2024	-£ 7,002.00
Festival of Motoring	£ 14,300.94	Golf Day 2025	-£ 6,235.56
Golf Day 2025	£ 13,185.30	Sports Day	-£ 40.24
Summer Fair	£ 3570.07	Summer Fair	-£ 1,182.17
Sports Day	£ 403.96		
Other Income		Other Expenditure	
CAF Income	£ 198.00	Administrative Expenses	- £ 53.19
Charitable activities	£ 24.25	Bank Charges	- £ 121.87
Dividend	£ 6.29	Computer Costs—Intuit	-£ 644.40
Donations	£ 7,169.75	FOV Clothes	-£ 467.00
Donations and legacies	£ 1,555.00	School Donation	-£ 35,883.13
FOV Clothes Purchase	£ 608.00	Friends of Valence	-£ 3,085.65
H7 Enterprize	£ 876.48	Leavers Enrichment	-£ 1,313.82
Leavers Hoodie Staff	£ 113.97	Lottery License	-£ 20.00
Lottery	£ 2,5580.00	Lottery Prize	-£ 2,050.00
Rates Rebate	£ 4,429.28	Merchant Services	-£ 1,766.20
Sale of Produce	£ 13.00	Professional Services	-£ 480.00
Sales in Error	£ 36.65	Purchases	-£ 230.35
Student Fund Raising	£ 694.00	Raising funds	-£ 809.32
Shop Income Cash	£ 13,627.00	Shop Cost of sales	-£ 13,344.05
Weather Lottery	£ 98.79	Shop Insurances	-£ 1,161.48
		Rent of Shop Premises	-£ 30,000.00
		Utilities for the Shop	-£ 3,591.45

Cash donations from Collections included:- Children in Need, Christmas Jumper Day, Epilepsy Awareness, and Action Duchenne, These have been transferred to the relevant charities in this years accounts.

We received **Donations and Sponsorship** from Friends of Shelby Newstead, Morris Family, Girdlers , North Downs Ladies Golf, Flamme Rouge, Rotary Clubs in Edenbridge/ Westerham, Friends of Radnor House, Rotary Clubs from La Baule &Yvetot in France, Sevenoaks & District Motor Club, Benning Brothers, Westerham Garage, Mark Pantry, Westerham Heights Nursery, J & B Builders, Oaks Plant Hire, HSW Timber, Wolfe Garage, Park Farm, Beshore Scaffolding Ltd

Fundraising included Sponsored Sports Event, Demelza - Murtle the Turtle by H7 Enterprize Group

The **Lottery** is ticking over but we need more numbers sold to make more of a profit. Statutory returns are completed and submitted online to Sevenoaks District Council. The Profit this year was £510.00

Valence on the Green



Compared to last year there was a significant drop in takings at the start of the year but this has improved. The Shop Manager believes this is probably due to the initial hiatus from the shop first opening and there is now a distinct general downturn in retail sales. This is a nationwide downturn and not specific to the shop. We have tried several different events and promotions to try and attract more customers, some of which have been more successful than others. We are constantly trying new initiatives to try and attract customers, however there are often days when general footfall in Westerham is very low. The café has definitely seen an increase in sales.

This is partly due to the community now knowing that we sell refreshments and partly due to the new banners out the front of the shop. We have a very large amount of competition in Westerham being one of 21 places to get drinks etc. The purchase of the coffee machine has helped with profits on sales as we are no longer paying the weekly rental payment.

In 2023/2024 we were charged Business Rates on the shop and this was queried and eventually the money was refunded and is shown in Quarter 1. Shop accounts are submitted monthly, checked and approved against QuickBooks Accounts by the Treasurer.

Utility bills have been an issue as we did not know who supplied the electric and no one came to read the meter. We had no utilities bills until March 2025 but then got a backdated invoice which was negotiated and paid. We now pay this monthly by direct debit. We are now on top of monthly payments and these are paid by direct debit monthly.

	Q1	Q2	Q3	Q4	TOTAL
Donations & Payments in	£4,429.28	£0.00	£1,000.00	£13.00	£5,442.28
Cash	£3,171.00	£2,451.00	£4,634.00	£4,166.00	£14,422.00
SumUp	£8,546.97	£7,493.66	£9,650.09	£8,442.23	£34,132.95
Makers	-£1,877.00	-£988.20	-£982.21	-£1,428.94	-£5,276.35
Cakes	-£1,224.00	-£1,047.00	-£1,176.00	-£991.00	-£4,438.00
Purchases & Expenses	-£128.34	£0.00	-£422.37	-£165.58	-£716.29
Supplies	-£430.00	-£1,036.38	-£187.92	£0.00	-£1,654.30
Petty Cash	-£103.98	-£15.30	-£32.98	-£55.18	-£207.44
Services	-£8,028.00	-£7,500.00	-£8,661.48	-£7,500.00	-£31,689.48
Go Cardless	-£965.40	-£518.40	-£298.20	-£258.00	-£2,040.00
Utilitise	£0.00	-£2,126.61	-£1,971.63	-£493.21	-£4,591.45

Quarter	IN	OUT	PROFIT per Quarter
1 - Nov, Dec, Jan	£16,147.25	-£12,756.72	£3,390.53
2 - Feb, Mar, Apr	£9,944.66	-£13,231.89	-£3,287.23
3 - May, Jun, Jul,	£15,284.09	-£13,732.79	£1,551.30
4 - Aug, Sept, Oct	£12,621.23	-£10,891.91	£1,729.32
TOTALS	£53,997.23	-£50,613.31	£3,383.92

Overall Profit for 2024/2025

£ 3, 383.92

Event Analysis 2024/2025

	Income	Expenditure	Profit
Christmas	£ 3,583.22	£ -1,818.99	£ 1,764.23
Quiz & Bingo	£ 735.90	£ -276.04	£ 459.86
Festival of Motoring	£ 15,353.87	£ -2,760.64	£ 12,593.23
Golf Day	£ 13,304.38	£ -6,285.56	£ 7,018.82
Summer Fair	£ 4,656.59	£ -1,788.43	£ 2868.16
Sports Day	£ 403.96	£ -86.24	£ 317.72
Easter Raffle	£ 265.75	£ 0	£ 265.75
Total Profit Raised through Events in 2024/2025			£26,240.37

This year the Friends of Valence Committee has expanded on their social events to raise money for the school. You will notice figures don't match actuals on QuickBooks. Sometimes we make a donation to school which gets added as a whole figure and stock is moved around between events.

Christmas - Included Christmas Fair, Wreath making workshop and raffle.

Quiz & Bingo— 3 great social events this year.

Valence Festival of Motoring (VFOM) - This event run jointly with the Sevenoaks Motor Club grows year on year. But this year it way exceeded expectations and was almost double the highest amount raised before. Sevenoaks Motor Club added passenger rides this year and this was very popular. The BBQ, Bar, Pizza Van and Ice cream was outsourced.

Golf Day - This years Golf Day was Sponsored by Benning Brothers and the Duffy Family. A brilliant day out on the Green was had by all., followed by a meal and Auction.

Sports Day— This was new additional event this year as Sports Day fell on an extremely warm day. We sold cold drinks, strawberries and cakes to parents.

Summer Fair—This year the Summer Fair went on hold after we were approached by Westerham Brewery wanting to hold a music festival on the Valence Grounds on the same weekend. The committee were planning to incorporate some of the very popular Summer Fair stalls. But then the Brewery pulled out and the committee put together a small Summer Fair in a short space of time. But then the weather turned and storm warnings were given with the hard decision made to hold a scaled down version inside school.

**FRIENDS OF VALENCE SCHOOL
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2025**

Friends of Valence School Contents

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**Friends of Valence School
Company Information
For The Year Ended 31 October 2025**

Accountants

Devonshire Green (Kent) Ltd
Lodges Wood Oast
Goodley Stock Road
Westerham
Kent
TN16 1TW

**Friends of Valence School
Accountant's Report
For The Year Ended 31 October 2025**

In accordance with the engagement letter dated , and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us.

This report is made to the director in accordance with the terms of our engagement. Our work has been undertaken to prepare for approval by the director the financial statements that we have been engaged to compile, to report to the director that we have done so, and to state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's director for our work or for this report.

You have acknowledged on the balance sheet as at year ended 31 October 2025 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Date

Devonshire Green (Kent) Ltd
Lodges Wood Oast
Goodley Stock Road
Westerham
Kent
TN16 1TW

**Friends of Valence School
Income and Expenditure Account
For The Year Ended 31 October 2025**

	2025	2024
	£	£
TURNOVER	98,745	103,614
Cost of raw materials and consumables	(67,149)	(34,299)
Other charges	(41,614)	(48,235)
	<hr/>	<hr/>
NET (DEFICIT)/SURPLUS	(10,018)	21,080
	<hr/> <hr/>	<hr/> <hr/>

**Friends of Valence School
Balance Sheet
As At 31 October 2025**

	2025	2024
	£	£
Fixed assets	2,932	2,489
Current assets	44,872	55,716
NET CURRENT ASSETS	44,872	55,716
TOTAL ASSETS LESS CURRENT LIABILITIES	47,804	58,205
NET ASSETS	47,804	58,205
RESERVES	48,187	58,205

Notes

1. General Information

Friends of Valence School is a private company, limited by guarantee, incorporated in England & Wales, registered number . The registered office is .

2. Average Number of Employees

Average number of employees, including directors, during the year was: (2024:)

3. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

For the year ending 31 October 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The member has not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board

Date

Friends of Valence School
Detailed Income and Expenditure Account
For The Year Ended 31 October 2025

	2025		2024	
	£	£	£	£
TURNOVER				
Charitable activities		24		8,290
Donations & legacies		8,725		10,078
Weather Lottery		99		-
CAF Income		198		-
Lottery		2,580		2,649
Sales of Product Income		13		3,393
Services		-		3,552
Cash Payment Income		13,627		7,850
Valence		37		3,877
Sundry Income		-		1,325
Events Income		37,193		20,623
Sales (Sumup)		33,957		41,977
Leavers Hoodie - Staff		114		-
H7 Enterprize		876		-
FOV Clothes Purchase		608		-
Student Fund Raising		694		-
		98,745		103,614
COST OF SALES				
Cost of Sales	13,410		27,210	
Events Expense	17,856		395	
POS Charges	-		894	
School Reimbursement	35,883		5,800	
		(67,149)		(34,299)
GROSS SURPLUS				
		31,596		69,315
Administrative Expenses				
Rent	30,000		34,495	
Rates	(4,429)		3,069	
Light and heat	3,591		-	
Leavers Enrichment	1,314		-	
Shop Purchases	256		-	
Lottery License	20		-	
Computer software, consumables and maintenance	644		370	
Insurance	1,161		3,539	
Fund Raising Expenses	809		-	
Lottery Prize	2,050		1,855	
Fov Clothes	467		-	
Friends Of Valence	3,086		-	
Advertising and marketing costs	-		205	
Legal fees	480		563	
Other Purchases	230		213	
Subscriptions	-		320	
Bank charges	122		112	

...CONTINUED

Friends of Valence School
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 October 2025

Credit card charges	1,760		1,123	
Other office costs	53		40	
Sundry expenses	-		2,331	
		(41,614)		(48,235)
OPERATING (DEFICIT)/SURPLUS AND (DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		(10,018)		21,080

Independent Examiner's Report to the Trustees of

Friends of Valence School - Charity number: 275686

I report to the trustees on my examination of the accounts of **Friends of Valence School - Charity number: 275686** ("the Charity") for the year ended 30th September 2025

Responsibilities and basis of report

As the charity trustees of the Charity, 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 Charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view', which is not a matter considered as part of an independent examination.

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

Signed: _____

Name: Brian Downs FCCA

Address: Lodges Wood Oast, Goodley Stock Road, Westerham Kent TN16 1TW

Date: 17.2.25

FRIENDS OF VALENCE SCHOOL

England & Wales - Charity number 275686

Accounts



Ref: MS/VOG/JS

27 November 2024

Valence on the Green
High Street
Westerham
Kent
TN16 1AN

To Whom It May Concern


Re: Valence on the Green – (Charity No. 275686)

We act as accountants for the above named Charity and can confirm that we have independently audited the bank statements and associated invoices for the period 01 November 2023 to 31 October 2024.

We can confirm that we have not identified any points of concern and have reconciled all payments back to the original invoice or documentation provided.

Should anyone have any queries concerning the review of the records please do not hesitate to contact me.

Yours faithfully



James Barker
Accountant

2ND Floor Genesis House, 1 & 2 The Grange, High Street, Westerham, Kent TN16 1AH Tel: 01959 565772
Email: admin@devonshiregreen.uk Website: www.devonshiregreen.uk

**FRIENDS OF VALENCE
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2024**

**Friends Of Valence
Company Information
For The Year Ended 31 October 2024**

Accountants

Devonshire Green (Kent) Ltd
2nd Floor Genesis House
High Street
Westerham
TN16 1AH

**Friends Of Valence
Accountant's Report
For The Year Ended 31 October 2024**

In accordance with the engagement letter dated 15th November 2024, and in order to assist you to fulfil your duties under the Charities commission, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us.

This report is made to the trustees in accordance with the terms of our engagement. Our work has been undertaken to prepare for approval by the trustees the financial statements that we have been engaged to compile, to report to the trustees that we have done so, and to state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charities trustees for our work or for this report.

You have acknowledged on the balance sheet as at year ended 31 October 2024 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have carried out an audit of the financial statements and can confirm that we have verified the accuracy and completeness of the accounting records provided and explanations you have given us in the preparation and finalisation of the accounts.

Signed

A handwritten signature in black ink, appearing to be 'James Barker', written over a horizontal dashed line. The signature is stylized and cursive.

James Barker

Date **28th November 2024**

Devonshire Green (Kent) Ltd
2nd Floor Genesis House
High Street
Westerham
TN16 1AH

**Friends Of Valence
Balance Sheet
As At 31 October 2024**

	2024
	£
Fixed assets	2,489
Current assets	<u>55,716</u>
NET CURRENT ASSETS	<u>55,716</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>58,205</u>
NET ASSETS	<u><u>58,205</u></u>
RESERVES	<u><u>58,205</u></u>

**Friends Of Valence
Detailed Income and Expenditure Account
For The Year Ended 31 October 2024**

	2024	
	£	£
TURNOVER		
Charitable activities		8,290
Donations & legacies		10,078
Lottery		2,649
Sales of Product Income		3,393
Services		3,552
Cash Payment Income		7,850
Valence		3,877
Sundry Income		1,325
Events Income		20,623
Sales (Sumup)		41,977
		103,614
COST OF SALES		
Cost of Sales	27,210	
Events Expense	395	
POS Charges	894	
School Reimbursement	5,800	
		(34,299)
		69,315
GROSS SURPLUS		
Administrative Expenses		
Rent	34,495	
Rates	3,069	
Computer software, consumables and maintenance	370	
Insurance	3,539	
Lottery Prize	1,855	
Advertising and marketing costs	205	
Legal fees	563	
Other Purchases	213	
Subscriptions	320	
Bank charges	112	
Credit card charges	1,123	
Other office costs	40	
Sundry expenses	2,331	
		(48,235)
		21,080
OPERATING SURPLUS AND SURPLUS FOR THE FINANCIAL YEAR		

Friends of Valence AGM minutes

Wednesday 13th November 2024

In attendance

Liz W, Sarah P-D, Kim A, Matt S, Debbie B, Zena B, Jackie O, Kerry R, Claire P, Liz B, Lourdes M

Apologies

Nicola N and Lisa K

Welcome and introductions

Chair report – Liz W & Sarah P-D

Please see attached.

Treasurers report

Please see attached.

- The accountant is doing a thorough review of both FoV accounts (HSBC and NatWest), to see how best to separate income/outgoings from FoV events and VotG. It is becoming increasingly difficult to separate these and considerations are being made whether to use separate accounts for each in order to streamline the accounts going forwards. Further discussion about this will be had in further meetings..
- Valence on the Green has made a loss of just over £8k in its first year. This is fair for a first year of business, and moving forwards the aim is now to reduce losses in the next year ahead and to continue to expand on the model that has been developed so far.
- FoV has been using Quickbooks accounting software. This is not working quite as would be wished, and enquiries are being made into alternatives, including Xero. This would hopefully aid in making the separation of FoV and VotG finances simpler.

- Discussions will start to be had about the Sumup account, and whether two are needed to delineate between FoV and VotG income. Costs would have to be researched and considered before decisions could be made.
- Accounts will need to be submitted to Charity Comissions after the accountant has finished finalising them.

Constitution

- No feedback about the new proposed constitution was received from members of the charity after being sent out prior to the meeting
- Matt S asked for feedback from the meeting attendees. One alteration was suggested regarding wording of who the committee members are (section 6.2), with specific regards to the role of Principal/Trustee/Committee Member. An adjustment was suggested to give more clarity, stating that the Principal is automatically an officer of the committee for the duration of their holding the role. This was agreed upon by the other members of the meeting.
- A change in the constitution means the the Trustees will now be made up of the named officers and the Principal. Roland G, Jessica C and Zena B will no longer be Trustees following this change.
- The new constitution was proposed by Zena B and seconded by Jackie O. It was voted in by all members present.
- The constitution will be sent to the Charity Commission and will be used henceforth by FoV.

Election

- The committee is now comprised of:
Liz W, Sarah P-D, Kim A, Debbie B, Matt S, Zena B, Claire P, Nicola N, Lisa K, Jackie O, Kerry R, Lourdes M.
- Liz W and Sarah P-D both stood for the role of Chair in a sharing capacity. They were proposed by Zena, seconded by Matt and voted in unanimously.
- Kim A stood for the role of Secretary. She was proposed by Zena, seconded by Liz and voted in unanimously.
- Debbie B stood for the role of Treasurer. She was proposed by Liz, seconded by Kerry and voted in unanimously.
- Matt S is a named officer by default in his capacity as Principal.
- The officers are automatically Trustees of the charity.

AOB

- Update on Christmas Fayre:
-posters are to be printed and put up in school and sureounding area.
-poster also to be sent out via email to all staff

- Liz B will be running the raffle on the day and ordering the tickets for this.
 - floats have been arranged and will be ordered by Debbie.
 - TEN licence has been arranged
 - Baileys hot chocolate was suggested for the refreshments stand.
 - Santas grotto will be in the old reception area as usual, with Claire as elf. Santa suit is ready.
 - Aurelie R has requested FoV fund two new hand trikes. Costings were discussed (£3,337.17 including VAT), school can purchase these in order to save VAT. FoV will reimburse school for these. This was discussed and voted upon, and was approved unanimously.
 - Student Christmas presents – first grotto slot is w/c 16th December. Wrapping days were agreed for Thurs 5th and Thurs 12th December (subsequently changed to 3rd and 12th December).
-

Chairs report – AGM 2024

On behalf of myself and my co chair (Sarah/Liz) we wanted to start by thanking all of you for being here this evening and supporting such a wonderful charity.

We have loved being the co chairs this year and are so pleased to have continued some well established events and also resurrected others, such as the Festival of Motoring and golf day. Instead of a Christmas fair, we tried a Christmas party back in December 2023 with great success, and hope that FOV can run something similar in the future. Our musical bingo event was very popular and it was great to see so many of the students attending with their families. The quiz night was a smaller event but well loved by those who attended and they have asked for another soon.

The Festival of Motoring and golf day, both in May, were brilliant. We attracted a lot of people from outside of the usual school network and were able to inform them of our fundraising efforts and tell them about the school. We have a huge amount of support going forwards and both events are in the calendar again for 2025.

We can't have a chairs report without mentioning our wonderful Valence on the Green shop. What an incredible first year the shop has had, establishing itself in Westerham and increasing local awareness of the school and students. The shop has a lovely set of regular customers, and is going from strength to strength. The opening of some new businesses very recently has boosted the footfall in the town, which Jackie and Kerry have definitely noticed the last few weekends. They have lots in the pipeline to continue attracting sales of our lovely donated goods and the products from local makers. We wanted to personally thank them, and the brilliant volunteers who give up their free time, for making the shop what it is

and we hope that more students will be able to head down to the shop soon and continue their work experience.

We wanted to acknowledge those who have helped us greatly with our events over the past year.

Those who supported us with the Festival of Motoring include:

Wolfe Garage, High Class Scaffolding, Park Farm, HSW Timber, Norris Skip Hire, Hospital Radio Maidstone, Martin Cooper, Robert Dean, Marissa Spice, Phil / David / Megan and all at Sevenoaks Motor Club.

The Golf Day sponsors:

Autoflame, Bennings Brothers, Limpsfield Combustion, 4 Ways Solutions, Injuries and Ears, Leisure and Sports Accommodation, Stem Futures, Infracapital and Pro Clean.

A special mention goes to Rose Edwards (family member of a student), The Friends of Shelby Newstead, Mel Hennesy (for the musical bingo), Steve Eales (for the quiz night and Father Christmas), the entertainment groups at the summer fair and to Zena's friends from Badgers Mount who saved Matt from cooking all day on the BBQ at the summer fair. Also to Debbie Beaney for assisting Matt as treasurer, keeping such great spreadsheets and helping us with all the floats and banking over the last year.

We would like to extend a huge thank you to all the staff who consistently give up their time to help at our events with a special mention to the grounds staff and the maintenance team who always help to set everything up and they do it with a smile!

And of course all of the committee from this past year – Liz, Sarah, Kim, Lisa, Matt, Claire, Nic, Kerry, Jackie, Chantelle, Liz Brown, Lisa Kavenagh and Zena.

Lastly, a big thank you to the families and students who both volunteer and also attend our events to ensure they are a great success.

FRIENDS OF VALENCE SCHOOL

England & Wales - Charity number 275686

Accounts

2022/23



FRIENDS OF
VALENCE
ACCOUNTS



14th November 2023

Ref: MS/VOG/JS

Valence on the Green
High Street
Westerham
Kent
TN16 1AN

To whom it may concern,

Re: Valence on the Green – (Charity No. 275686)

We act as accountants for the above named Charity and can confirm that we have independently audited the bank statements and associated invoices for the period October 2022 to 31st October 2023.

We can confirm that we have not identified any points of concern and have reconciled all payments back to the original invoice or documentation provided.

Should anyone have any queries concerning the review of the records please do not hesitate to contact me.

Yours faithfully,


James Barker
Accountant

SUMMARY NATWEST ACCOUNT 22/23

INCOME			
Weather Lottery	Other Donations/Payments In	CAF donations	70 Club/From HSBC
£ 27.38	Cycle Event £ 796.47	£ 18.00	£ 300.00
£ 31.82	Xmas Fair Cash £ 641.16	£ 29.80	£ 300.00
£ 11.10	VETS WGC £ 2,000.00	£ 32.00	£ 300.00
£ 10.36	EAY Donation £ 270.00	£ 18.00	£ 430.00
£ 9.62	P&R Donations £ 30.00	£ 36.00	Clothing
£ 7.40	P&R Donations £ 50.00	£ 47.80	£ 250.00
£ 7.40	Bunting Donation £ 400.00	£ 32.00	Hoodies
£ 7.77	Summer Fair Income £ 5,871.95	£ 50.00	£ 90.00
£ 10.36	Brewery Deposit £ 370.25	£ 34.49	£ 34.49
£ 7.03	Interest £ 2.74	£ 34.49	£ 34.49
£ 9.99	Interest £ 4.77	£ 34.49	£ 34.49
£ 7.40	Grand Draw £ 980.00	£ 90.00	£ 34.49
£ 7.40	Wreath Workshop £ 540.00	£ 90.00	£ 34.49
£ 155.03	£ 11,957.34	£ 403.60	£ 1,876.94
			£ 258.21
			£ 14,651.12

OUTGOINGS			
Lottery Cheques	Shop	Other Cheques	Payments
£ 30.00 £ 45.00 £ 30.00	£ 500.00 Shop Tables	£ 439.82 Xmas Fair	£ 100.00 Parentkind
£ 45.00 £ 75.00 £ 75.00	£ 621.18 Shop Chairs	£ 37.05 Gov Meeting	£ 1,000.00 summer Fair Float
£ 45.00 £ 45.00 £ 30.00	£ 317.26 Shop Stock	£ 328.63 Xmas Grotto	£ 8,000.00 Donation to School
£ 45.00 £ 30.00 £ 45.00	£ 272.08 Shop Stock	£ 213.59 Xmas Fair	£ 50,000.00 Shop Donation
£ 30.00 £ 30.00 £ 75.00		£ 50.00 P&R	£ 9,308.22 Shop Rent Q1
£ 75.00 £ 30.00 £ 75.00		£ 30.00 P&R	
£ 45.00 £ 45.00 £ 45.00		£ 258.78 Tea Stall	
£ 75.00 £ 75.00 £ 45.00		£ 482.86 Leavers Hoodies	
£ 30.00 £ 75.00 £ 45.00		£ 349.80 Summer Fair	
£ 75.00 £ 30.00		£ 347.35 Summer Fair	
£ 30.00 £ 45.00		£ 345.00 Engraving	
£ 750.00 £ 720.00 £ 465.00	£ 1,985.00	£ 2,882.88	£ 68,408.22
	£ 1,710.52		£ 74,936.62

Opening Balance	£ 103,111.53
Money In	£ 14,651.12
Money Out	£ 74,936.62
Closing Balance	£ 42,826.03

25.282

FRIENDS OF VALENCE SCHOOL

England & Wales - Charity number 275686

Accounts

2021/22



FRIENDS OF
VALENCE
ACCOUNTS



Valence School
enabling independence

FRIENDS OF VALENCE

HSBC Account

Outgoings	
£285.00	indie whitstable
£147.24	indie whitstable
£190.00	Debbie Lee
£5.00	charges
£550.00	flowers
£5.00	charges
£5.00	charges
£39.59	Magic Textiles
£36.00	Debbie Lee
£70.00	Debbie Lee
£5.00	charges
£50.00	GJ Mortel
£5.00	Chrges
£480.00	Barn Dance
£300.00	FOV 1
£300.00	FOV 2
£2,700.00	FOV 3
£515.00	FOV 4
£250.00	Band of Brothers
£842.81	Brewery
£5.00	charges
£224.40	Solicitors
£160.00	sportsworld
£150.00	GJ Mortel
£39.48	Baloons
£300.00	FOV 5
£5.00	charges
£5.00	charges
£5.00	charges
£300.00	FOV 6
£7,974.52	

Payments in

£9,313.68 transfers in

£1,339.16 Balance AS AT 9TH October 2022



Merchant Account ID: PN9PBDWLNJK8A

PayPal ID: friends@valence.kent.sch.uk

02/10/2021 - 30/09/2022

Activity Summary (02/10/2021 - 30/09/2022)

	GBP
Start Available Balance	11,193.27
Payments received	205.00
Payments sent	-738.69
Withdrawals and Debits	0.00
Deposits and Credits	0.00
Fees	-6.07
Releases	597.78
Withheld	-597.78
End Available Balance	10,653.51

Appendix 1

FVS EXPENDITURE VIA SCHOOL ACCOUNT FOR PERIOD TO 29/02/20			
DATE	PURPOSE	DETAILS	£
22/05/2019	HILL CLIMB	St John Ambulance - First Aid & Medical Cover	£900.00
01/06/2019	HILL CLIMB	Edgar & Sons - Beef Burgers, Sausages & Bacon	£1,750.00
02/06/2019	HILL CLIMB	Izzy PR - PR 2019 Campaign	£360.00
26/06/2019	SUMMER FAIR 2019	Sevenoaks District Council - Summer Fair Licence	£21.00
26/06/2019	WEBSITE (FUND RAISING)	PicRights - Fine for use of copyright photo re London Marathon	£370.00
10/07/2019	Y14 RESIDENTIAL	Severn Valley Railway	£105.50
15/07/2019	Y14 RESIDENTIAL	Action Centres UK - Meals & Teachers place	£978.75
17/07/2019	Y14 RESIDENTIAL	West Midlands Safari & Leisure Park	£108.33
22/07/2019	SUMMER FAIR 2019	East Peckham Silver Band	£150.00
26/07/2019	Y14 RESIDENTIAL	Tesco - Food & Snacks, Moto CP - Lunch for students, Marks & Spencer - Food Shopping, Kudos Catering - Student Meals, RAF Museum Tour, SF Connect - Minibus Fuel, Chef & Brewer - Celebration Meal	£740.05
26/07/2019	Y14 LEAVERS	High Street Vouchers, Bluewater Vouchers, Amazon Books, Gift Cards	£848.29
26/07/2019	SUMMER FAIR 2019	Amazon - Gazebos & Disposable Champagne Flutes	£177.92
26/07/2019	SUMMER FAIR 2019	Amazon - Gift Card & items for the Summer Fair	£390.82
24/08/2019	WHEELCHAIR FOOTBALL	Reliance Electrical - Installation of supply to container	£1,081.60
18/07/2019	THE HAVEN	J Brazil - Alteration to footpath	£1,346.00
26/09/2019	XMAS FAIR	Total Merchandise - Cotton Tote Bags	£162.00
26/09/2019	THE HAVEN	Dunelm Ltd - Ribbon & Fabric Bunting for opening	£215.00
02/10/2019	EQUIPMENT	Netball UK Ltd - Portable Netball System plus Bibs	£269.64
18/10/2019	STUDENT TRIPS	Wealden Sailability - Fees for Sept & Oct 2019	£24.00
26/10/2019	FOOD FOR LIFE	Coolings - Bulbs	£68.78
26/10/2019	Y14 RESIDENTIAL 2020	LK & JC Travel/Accommodation & Subsistence Risk Assessment Visit	£399.26
28/10/2019	FOOD FOR LIFE	www.greenfingers.com - 200kg Trolley	£66.66
28/10/2019	STUDENT TRIPS	Ruxley Manor Garden Centre - Ice Skating	£20.00
01/11/2019	FIREWORKS	Amazon - Swibbystix	£11.95
04/11/2019	XMAS FAIR	Raffletickets4U - Printed tickets for Christmas Raffle	£101.88
04/11/2019	XMAS FAIR	Sevenoaks District Council - Event Licence for Christmas Fair	£21.00
05/11/2019	FIREWORKS	Westerham Heights Nursery - Fireworks	£666.67
07/11/2019	THE HAVEN	Petty Cash - Wooden Barrels & Fairy Lights	£27.00
19/11/2019	EQUIPMENT	Cosy Direct - Guiro Pipe Drums & Uber Value Steering Wheels	£112.49
26/11/2019	XMAS FAIR	Amazon - Fairy Lights	£44.16
29/11/2019	XMAS FAIR	Westerham Heights Nursery - Christmas Trees	£420.00
03/12/2019	XMAS FAIR	Amazon - Hair Glitter Spray & Hot Chocolate	£15.65
05/12/2019	XMAS GIFTS	Menkind - Christmas Gifts for students	£98.00
06/12/2019	XMAS GIFTS	John Lewis, Smyths, Sainsburys, Argos - Various	£325.29
08/12/2019	XMAS GIFTS	Argos - Various	£605.54
09/12/2019	XMAS GIFTS	Tesco, Amazon, Argos - Various	£169.57
11/12/2019	XMAS GIFTS	Argos - Various	£74.97
11/12/2019	XMAS GIFTS	Argos - Various	£67.98
12/12/2019	XMAS GIFTS	Argos - Various	£452.27
26/12/2019	XMAS GIFTS	Amazon - Various	£43.98
13/01/2020	XMAS GIFTS	Petty Cash - Smyths & Calendar Club	£100.00
16/01/2020	WEBSITE (FUND RAISING)	PicRights - Fine for use of copyright photo re London Marathon	£100.00
		TOTAL	£13,912.00

Appendix 2

FVS EXPENDITURE VIA SCHOOL ACCOUNT FOR PERIOD TO 31.03.21			
DATE	PURPOSE	DETAILS	£
18/03/2020	HILL CLIMB	Creatiive Production Group - Design & Artwork & supply of 2 flyers	£98.00
06/05/2020	CHAMBER OF COMMERCE	Sevenoaks & District Chamber of Commerce Annual Membership Fee	£250.00
25/06/2020	CLOTHING/STUDENTS	Stitch Group Ltd Zipped Hoodies	£213.68
05/07/2020	EVENTS	Westerham Golf Club Event 8/5/19	£2,361.67
13/07/2020	STUDENT LEAVERS GIFTS	Amazon - Various	£114.45
06/11/2020	FOOD FOR LIFE	Polehill Garden Centre - Trugs	£609.95
24/11/2020	XMAS TREES	Westerham Heights Nursery - 3 Christmas Trees	£210.00
04/12/2020	XMAS VOUCHERS	Voucher Express - Argos Gift Cards	£2,271.10
31/12/2020	CALENDARS	Creative Production Group - Valence School Calendars	£512.50
		TOTAL	£6,641.35

FRIENDS OF VALENCE SCHOOL

England & Wales - Charity number 275686

Accounts

2020/21



FRIENDS OF
VALENCE
ACCOUNTS



NATWEST ACCOUNT - CURRENT ACCOUNT DETAILS

OUTGOING	
G	
Sky	186.07
Parent Kind	69.00
Pedro Boat UK	3300.00
Jessica Carroll Pimms for Summer Fair	144.00
Krispy Crème	187.00
Flowerpots	81.00
Small lotteries License	40.00
Jessica for pots and compost for dahlias	200.82
Cobbles Engraving and shields for End of Term	186.00
Book Trust	105.00
End of Term Ice-creams	75.70
Cake Boxes Mrs Holley	35.94
Total Outgoings	4610.53
INCOME	
Pickles Summer Fair	60.00
Xmas Fair cash	1640.17
Masons	1000.00
Channel Swim	17341.41
Prize Provision	194.62
Lego Cards	500.00
Westerham GC VETS donation	3000.00
Donations	3363.00
Purchases Xmas/Easter/Summer Fair	1862.81
Total Income	28962.01
Outgoings	4610.53
Net Income	24351.48
NatWest (1st October 2020)	£56,415.17
Income 2020/21	£24,351.48
NatWest (6th October 2021)	£80,766.65
Cheque to school (Appendix 1/Appendix 2)	£20,553.35
Balance Carried Forward	£60,213.30
PayPal Balance (Appendix 3)	£11,193.27

Appendix 1

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12/12/2019	XMAS GIFTS	Argos - Various	£67.98
26/12/2019	XMAS GIFTS	Amazon - Various	£452.27
13/01/2020	XMAS GIFTS	Petty Cash - Smyths & Calendar Club	£43.98
16/01/2020	WEBSITE (FUND RAISING)	PicRights - Fine for use of copyright photo re London Marathon	£100.00
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Appendix 2

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31/12/2020	CALENDARS	Creative Production Group - Valence School Calendars	£512.50
		TOTAL	£6,641.35

Appendix 3- Friends of Valence School				
PayPal account : friends@valence.kent.sch.uk				
Financial statement from 1 Oct 2020 to 1 Oct 2021				
Amounts in GBP				
	Beginning	Ending		
Total balance	6,824.66	11,193.27		
Available balance	6,824.66	11,193.27		
Payables balance	0.00	0.00		
	Debit	Credit		
Sales activity		5,298.00		
Payments received	0.00	5,298.00		
Disbursements received	0.00	0.00		
Refunds sent	0.00	0.00		
Fees	-126.76			
Payment fees	-126.76	0.00		
Refunded fees	0.00	0.00		
Chargeback fees	0.00	0.00		
Dispute Fees	0.00	0.00		
Account fees invoice	0.00	0.00		
Other fees	0.00	0.00		
Dispute activity	0.00			
Chargebacks and disputes	0.00	0.00		
Dispute reimbursements	0.00	0.00		
Transfers and withdrawals	0.00			
Currency transfers	0.00	0.00		
Transfers to PayPal account	0.00	0.00		
Transfers from PayPal account	0.00	0.00	Online Panto	£ 200.00
			Rubber Ducks	£ 127.84
			Cold Packs	£ 30.69
			Christmas Decorations	£ 61.61
			Christmas Activity	£ 7.20
			Trugs	£ 95.00
			Pumpkin Carving Kits	£ 95.84
			Balloons	£ 34.73
			Decorations +Ribbons	£ 23.96
			Basket	£ 31.84
			Kettles	£ 93.92
Purchase activity	-802.63			£ 802.63
Online payments sent	-802.63	0.00		
Refunds received	0.00	0.00		
Debit card purchases	0.00	0.00		
Debit card returns	0.00	0.00		