



Trustees' Annual Report for the period

From

04 September 2022

To

03 September 2023

Section A Reference and administration details

Charity name

Friends of St Mary's School

Other names charity is known by

FoSMS

Registered charity number (if any)

277302

Charity's principal address

St Mary's CE Primary School

Felsham Road, Putney

London

Postcode

SW15 1BA

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	Cheryl Payne	Chair		
2	Wing Yan Clara Lee	Trustee		
3				

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

Name	Dates acted if not for whole year
N/A	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg, trust deed, constitution)

Constitution

How the charity is constituted
(eg, trust, association, company)

Parent Teacher Association (PTA) - Unincorporated association

Trustee selection methods
(eg. appointed by, elected by)

The PTA is run by a committee of elected volunteers who manage the association on behalf of its members. Committee members are elected annually at the Annual General Meeting (AGM) in accordance with the Constitution.

Trustee Appointments

Trustees are appointed separately from the committee election process and do not come up for re-election each year. Instead, trustees typically serve on a rolling multi-year basis, with appointments reviewed periodically to ensure the charity continues to benefit from appropriate oversight and experience.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- 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.

FoSMS's activities, events and fundraising are delivered by the elected Committee, while trustees provide separate oversight and ensure the charity continues to operate in line with its charitable objectives.

Section C

Objectives and activities

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

FoSMS exists to raise additional funds to support St Mary's School by providing educational enhancements not covered by the school budget.

FoSMS relies heavily on volunteers, including class representatives and event teams, whose contributions are essential to delivering the annual fundraising programme.

Together, these volunteer-led efforts enable FoSMS to deliver a broad programme of activities that support the school throughout 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)

Community events

FoSMS delivers a wide and inclusive programme of community-focused fundraising events throughout the year, engaging pupils, parents, staff and the wider community.

Core activities include the Summer Fair, Disco, Quiz Night, Christmas events, and other social gatherings, all of which contribute to both fundraising and strengthening community cohesion.

One-off fundraising campaigns

In addition to its annual events, FoSMS runs one-off fundraising initiatives that provide supplementary income and help broaden community engagement.

Donations

Additional charitable income is generated through parent donations, Gift Aid, online fundraising platforms, and corporate or individual contributions.

Financial support provided to St Mary's School

FoSMS provides substantial financial support to the school, including:

School capital expenditure

Funding key infrastructure developments such as the playground redevelopment project, to enhance pupils' wellbeing, social development and learning opportunities.

Curriculum enrichment

Supporting supplementary activities such as dance workshops, Year 3 swimming lessons and the Annual Sports Day, and funding seasonal celebrations and milestone events, such as the Christmas pantomime and Year 6 Leaver's Bibles, to broaden pupils' experiences beyond the core curriculum.

Teacher and classroom support

Providing additional resources and materials to enhance teaching and learning across the school.

All funds raised must be used solely to further the objectives set out in its Constitution and must support educational purposes permitted for PTAs.

Public Benefit Statement

The trustees confirm they have complied with the duty under **section 17 of the Charities Act 2011** to have regard to Charity Commission guidance 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.

The PTA is deeply grateful for the dedication of every volunteer who gives their time so generously. Their hard work, enthusiasm, and unwavering commitment are the driving force behind the PTA's success, and their efforts make a meaningful difference to the school and the wider community.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Total receipts for the year £26,250

This includes **£24,125** from events, **£1,906** from one-off fundraising, **£165** from donations and **£54** bank interest received.

The PTA recorded outgoings totalling **£76,058** during the year.

Events

During the year, FoSMS delivered a range of fundraising and community activities to support the pupils of St Mary's School.

A diverse programme of events was held, offering families and supporters multiple ways to engage.

Total net contribution from events: **£19,567**

(Income **£24,125**; Expenses **£4,558**)

One-off fundraising campaigns

FoSMS also ran a World Cup Sweepstake which generated **£1,906**. These funds were released immediately to the school for each classroom to spend and this has been marked as a cost for accounting purposes.

Donations

- A total of **£165** was raised through donations from parents, corporate supporters and other individual contributors.

Outgoings for the benefit of the school £71,500

Supported a broad range of school initiatives, donated directly to enhance pupils' educational experience, wellbeing and enrichment opportunities. Key funded areas included:

£60,000 for the Playground Project redevelopment, a major contribution supporting outdoor play and physical development.

£9,878 curriculum enrichment comprised of:

- Workshops for Black History Month, Anti-bullying, Numbers Day and World Book Day (£2,795)
- Learning Resources annual subscription (£2,300)
- World Cup sweepstake fundraising released back to the school for each classroom to spend (£1,810)
- Christmas pantomimes (£1,239),
- Y3 and Y6 swimming (£1,114)
- Sports Day medals and field hire (£541)
- Easter items (£79)

Teaching staff resources **£1,000**, helping the school meet essential needs.

Administrative expenses of **£622**.

Throughout the year, FoSMS demonstrated strong community engagement across multiple fundraising channels, reinforcing the charity's role as a central partner in enriching the school environment.

Section E

Financial review

Brief statement of the charity's policy on reserves

FoSMS aims to maintain a prudent level of free reserves to ensure it can meet upcoming commitments and run planned events smoothly.

The trustees confirm that FoSMS held no funds materially in deficit during the period, and the reserves level remains appropriate for a small volunteer-led charity with predictable fundraising patterns.

The closing bank balance at the end of this year was **£27,696** (prior year: £77,504).

Details of any funds materially in deficit

None

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.

None

Section F

Other optional information

None

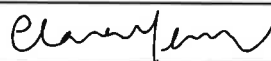
Section G

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)

Wing Yan Clara Lee

Position (eg Secretary, Chair, etc)

Trustee

Date

04/03/2026



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
FRIENDS OF ST MARY'S SCHOOL

No (if any)
277302

CC16a

Receipts and payments accounts

For the period from	Period start date 4th September 2022	To	Period end date 3rd September 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					
Community events	24,125	-	-	24,125	-
One-off fundraising campaigns	1,906	-	-	1,906	-
Donations and online giving	165	-	-	165	-
Gift aid recovery	-	-	-	-	-
Bank interest received	54	-	-	54	-
Opening funds held	-	-	-	-	77,504
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	26,250	-	-	26,250	77,504
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	26,250	-	-	26,250	77,504
A3 Payments					
School capital funding	60,000	-	-	60,000	-
Event costs	4,558	-	-	4,558	-
Curriculum enrichment	9,878	-	-	9,878	-
Administrative expenses	622	-	-	622	-
Teaching staff resources	1,000	-	-	1,000	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	76,058	-	-	76,058	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	76,058	-	-	76,058	-
Net of receipts/(payments)	- 49,808	-	-	- 49,808	77,504
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	77,504	-	-	77,504	-
Cash funds this year end	27,696	-	-	27,696	77,504

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	Community account	21,894	-	-
	Savings account	5,802	-	-
		-	-	-
	Total cash funds	27,696	-	-

(Please enter details of all bank and building society account(s))

OK

OK

OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

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 asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

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

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

Signature	Print Name	Date of approval
	Cheryl Payne	
	Wing Yan Clara Lee	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

FRIENDS OF ST MARY'S SCHOOL

On accounts for the year
ended

3 SEPTEMBER 2023

Charity no
(if any)

277302

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 03/09/2023.

Responsibilities and
basis of report

As the charity's trustees, 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 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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:

Date:

05/03/2026

Name:

ALASTAIR TAYLOR

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

FCA (ICAEW)

Address:

CHICKSAND GORDON AVIS LTD

12 NORTHFIELDS PROSPECT, PUTNEY BRIDGE ROAD

LONDON SW18 1PE

Section B**Disclosure**

Only complete if the examiner needs to highlight material 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.