

# TRUSTEES' ANNUAL REPORT

REPORTING PERIOD	FROM : 01 AUGUST 2021
	TO : 31 JULY 2022
<b><u>SECTION A : Reference and administration details</u></b>	
Charity Name :	Downlands School Association
Registration Number :	278821
Principle Address :	Downlands Community School Dale Avenue Hassock West Sussex BN6 8LP
<b><u>SECTION B : Structure, Governance and Management</u></b>	
Names of Trustees:	
Alan Harman	Chair
Kelly Foley	Secretary
Jolanta Stokes	Treasurer
Appointment of trustees	Appointed by committee members
<b><u>SECTION C : Objectives and activities</u></b>	
Summary of Objectives	The objective of the charity is to raise additional funds for Downlands Community School
Summary of Activities	Fund raising events : Christmas Market, Summer Fayes, Prize Draws and providing refreshments at school events.
<b><u>SECTION D : Achievements and Performance</u></b>	
Summary of main achievement	The money raised is used by the school to benefit all of the students
<b><u>SECTION E : Financial review</u></b>	
Statement on reserves policy	After the donation to the school, the charity keeps in the account just enough to cover any anticipated costs, usual around £1000.
Details of any funds materially in deficit	None

<b><u>DECLARATION</u></b>	
Signature	Jolanta Stokes
Full name	Jolanta Stokes
Position	Treasurer
Date	18 <sup>th</sup> November 2022

**Downlands School Association**  
**Charity No. 278821**  
**Income & Expenditure Account for 2021/22**

**2020/21**

**2021/2022**

**INCOME**

<b>£5,460.66</b>	Christmas Market	6,924.17
£4,200.55	Summer Fayre	8,980.53
£480.31	Easy Fund Raising	762.42
£14.76	Amazon Smile	93.60
£599.09	Uniform Sale	1,122.30
£2,558.08	South Downs Challenge	2,007.28
£1,326.36	Gift Aid Tax Claim	2,216.71
£0.00	Parents Donations	9,101.20
£0.00	Back to School Bananza	1,497.06
£0.00	Corporate Charity Match Funding	2,502.23
£0.00	School Production Refreshments	1,024.95
£0.00	Valentines Bake Sale	180.78
£0.00	Spring Concert Refreshments	354.73
	Dance	
£0.00	Show	282.44
£993.25	Quiz Night	1,046.30
£0.00	Floats returned	1,355.00
<b>£15,633.06</b>	<b>TOTAL INCOME</b>	<b>39,451.70</b>

**EXPENDITURE**

£0.00	Christmas Market Expenses	£1,609.01
£617.85	Summer Fayre Expenses	£2,688.83
£117.00	Audit Fee	£117.00
£40.00	Misc General Expenses	£90.00
£123.00	NCPTA Subs/ Insurance	£128.00
£20.00	MSDC Lottery License	£0.00
£10,526.61	Parent donations + gift aid to Downlands	£11,317.91
£6,381.00	Allocation to school end of year	£27,463.00
£255.00	School events total costs	£867.22
£0.00	Floats out	£1,355.00
<b>£18,080.46</b>	<b>TOTAL EXPENDITURE</b>	<b>£45,635.97</b>

	Excess Income over Expenditure	
<b>-£2,447.40</b>	Excess Expenditure over Income	<b>-£6,184.27</b>

**ASSETS**

£0.00	Cash In Hand	0
£7,753.06	Current Account Balance at end of July 2020	1,568.79
<b>£7,753.06</b>	<b>TOTAL</b>	<b>1,568.79</b>

Secretary  
Copy.

Downlands School Association  
Charity No. 278821  
Income & Expenditure Account for 2021/22

2020/2021		2021/2022
	INCOME	
nil	Misc donations & CAF	nil
nil	Refreshments	nil
nil	St Valentine Draw/ May/ Summer Raffle	nil
	£993.25 Quiz Night	£1,046.30
	£5,460.66 Xmas Market	£6,924.17
NIL	Prom Fashion show	nil
	£4,200.55 Summer Fair	£8,980.53
nil	On line Donations	nil
nil	Open Evening Donations	nil
	£480.31 Easy Fund Raising	£762.42
	£1,326.36 Gift Aid Tax Claim	£2,216.71
NIL	Spring Concert & Dance Show	£637.17
nil	Battle of the Bands	nil
nil	Wizard of oz	nil
nil	Certificate Evening	nil
nil	Christmas Raffle	nil
nil	advertising	nil
nil	Light up Hassocks	nil
nil	Awards Night	nil
nil	Parents Donations	£9,101.20
nil	Savings Account Closed	nil
nil	Popcorn Machine Hire	nil
NIL	Gig Night Refreshments	NIL
NIL	School Production	£1,024.95
nil	Waitrose Community Partnership	nil
nil	Summer Fair Raffle	nil
NIL	Swimathon	NIL
nil	Petty cash	nil
nil	Msc donations	nil
nil	Sussex foundation	nil
NIL	Gocardless Ampitheatre Crowd Funding	NIL
NIL	Prom Event	NIL
NIL	Returned Floats	£1,355.00
	£14.76 Amazon smile	£93.60
	£599.09 Uniform sale	£1,122.30
	£2,558.08 South Downs Challenge	£2,007.23
NIL	Corporate Charity Match Funding	£2,502.23
NIL	Valentines Bake Sale	£180.73
NIL	Back To School Bananza	£1,497.06
	£15,633.06 TOTAL INCOME	£39,451.60

## EXPENDITURE

2020/2021		2021/2022
	£117.00 Audit Fee	£117.00
nil	Photocopying	nil
	£40.00 Misc General Expenses	£90.00
	£123.00 NCPTA Subs/ Insurance	£128.00
	£20.00 MSDC Lottery License	nil
nil	Spring Concert	nil
nil	Prom Night	nil
nil	Battle of the Bands	nil
nil	Christmas Fair	£1,609.01
	£617.85 Summer Fair	£2,688.83
nil	Wizard of Oz	nil
nil	Popcorn Machine	nil
nil	Association to school rep donations (+ gift aid)	£11,317.91
	£16,907.61 Allocation to school end of year	£27,463.00
nil	Gifts	nil
nil	Floats	£1,355.00
nil	Bouncy Castle	nil
nil	Agm Refreshments	nil
nil	Petty Cash	nil
nil	Fridge	nil
nil	Pta Membership	nil
nil	School Production	nil
nil	Refreshments	nil
nil	Unpresented cheques	nil
nil	Sundries	nil
nil	HOPS Donations to Downlands	nil
	£255.00 School events total costs	£867.22
nil	Msccl donations to dl	nil
	£18,080.46 TOTAL EXPENDITURE	£45,635.97
	Excess Income over Expenditure	
	-£2,447.40 Excess Expenditure over Income	-£6,184.27

2019/2020	Assets	2020/2021
nil	Cash In Hand	nil
£7,753.06	Current Account	£1,568.79
nil	Business Premium account	nil
nil	Covenant account	nil
£7,753.06	TOTAL	£1,568.79
£7,753.06	BROUGHT FORWARD FUNDS	£1,568.79

The above balances have been audited by myself and a detailed School Association Account is attached.

I feel that they are a true and fair view of the Financial position of the School.

Mrs C. S. Isted

FMAAT 

15th August 2022

  
A. HARMAN  
CHAIR.