

TRUSTEES' ANNUAL REPORT

REPORTING PERIOD	FROM : 01 AUGUST 2022
	TO : 31 JULY 2023
<u>SECTION A : Reference and administration details</u>	
Charity Name :	Downlands School Association
Registration Number :	278821
Principle Address :	Downlands Community School Dale Avenue Hassock West Sussex BN6 8LP
<u>SECTION B : Structure, Governance and Management</u>	
Names of Trustees:	
Alan Harman	Chair
Kelly Foley	Secretary
Jolanta Stokes	Treasurer
Appointment of trustees	Appointed by committee members
<u>SECTION C : Objectives and activities</u>	
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.
<u>SECTION D : Achievements and Performance</u>	
Summary of main achievement	The money raised is used by the school to benefit all of the students
<u>SECTION E : Financial review</u>	
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

<u>DECLARATION</u>	
Signature	Jolanta Stokes
Full name	Jolanta Stokes
Position	Treasurer
Date	25 th January 2024

Downlands School Association
Charity No. 278821
Income & Expenditure Account for 2022/23

		2021/2022		2022/2023
			INCOME	
		£6,924.17	Christmas Market	9,421.26
		£8,980.53	Summer Fayre	9,293.39
		£2,216.71	Gift Aid Tax Claim	3,235.82
		£762.42	Easy Fund Raising	1,014.48
		£93.60	Amazon Smile	136.12
		£1,122.30	Uniform Sale	381.19
		£2,007.28	South Downs Challenge	0.00
		£9,101.20	Parents Donations	11,458.20
		£1,497.06	Back to School Bananza	0.00
		£2,502.23	Corporate Charity Match Funding	0.00
		£1,024.95	School Production Refreshments	1,718.63
		£180.78	Valentines Bake Sale	0.00
		£354.73	Spring Concert Refreshments	0.00
		£282.44	Dance Show	734.39
		£1,046.30	Quiz Night	4,229.23
		£0.00	Battle of the Bands	271.91
		£0.00	Misc	51.48
		£1,355.00	Floats returned	2,345.00
		£39,451.70	TOTAL INCOME	44,291.10
			EXPENDITURE	
		£1,609.01	Christmas Market Expenses	£515.52
		£2,688.83	Summer Fayre Expenses	£2,426.09
		£117.00	Audit Fee	£117.00
		£90.00	Misc General Expenses	£514.25
		£128.00	NCPTA Subs/ Insurance	£140.00
		£11,317.91	Parent donations + gift aid to Downlands	£14,694.02
		£20,000.00	Allocation to school from current years fundraising	£20,000.00
7463		£7,463.00	Allocation to school from previous years fundraising	£0.00
		£867.22	School events total costs	£3,059.77
		£1,355.00	Floats out	£2,445.00
		£45,635.97	TOTAL EXPENDITURE	£43,911.65
			Excess Income over Expenditure	
		-£6,184.27	Excess Expenditure over Income	£379.45

ASSETS

£0.00	Cash In Hand (for small change for float for small events)	100
£1,568.79	Current Account Balance at end of July 2023	1,948.24
£1,568.79	TOTAL	2,048.24

Downlands School Association
Charity No. 278821
Income & Expenditure Account for 2022/23

2021/2022		2022/2023
	INCOME	
		£51.48
nil	Misc donations & CAF	£1,718.63
nil	Refreshments	
nil	St Valentine Draw/ May/ Summer Raffle	NIL
£1,046.30	Quiz Night	£4,229.23
£6,924.17	Xmas Market	£9,421.26
nil	Prom Fashion show	NIL
£8,980.53	Summer Fair	£9,293.39
nil	On line Donations	NIL
nil	Open Evening Donations	NIL
£762.42	Easy Fund Raising	£1,014.48
£2,216.71	Gift Aid Tax Claim	£3,235.82
£637.17	Spring Concert & Dance Show	£734.39
		£271.91
nil	Battle of the Bands	
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
£9,101.20	Parents Donations	£11,458.20
nil	Savings Account Closed	NIL
nil	Popcorn Machine Hire	NIL
NIL	Gig Night Refreshments	NIL
£1,024.95	School Production	NIL
nil	Waitrose Community Partnership	NIL
nil	Summer Fair Raffle	NIL
NIL	Swimathon	NIL
nil	Petty cash	NIL
nil	Mssc donations	NIL
nil	Sussex foundation	NIL
NIL	Gocardless Ampitheatre Crowd Funding	NIL
NIL	Prom Event	NIL
£1,355.00	Returned Floats	£2,345.00
£93.60	Amazon smile	£136.12
£1,122.30	Uniform sale	£381.19
£2,007.23	South Downs Challenge	NIL
£2,502.23	Corporate Charity Match Funding	NIL
£180.73	Valentines Bake Sale	NIL
£1,497.06	Back To School Bananza	NIL
£39,451.60	TOTAL INCOME	£44,291.10

EXPENDITURE

2021/2022		2022/2023
	£117.00 Audit Fee	£117.00
nil	Photocopying	NIL
	£90.00 Misc General Expenses	£514.25
	£128.00 NCPTA Subs/ Insurance	£140.00
nil	MSDC Lottery License	NIL
nil	Spring Concert	NIL
nil	Prom Night	NIL
nil	Battle of the Bands	NIL
	£1,609.01 Christmas Fair	£515.52
	£2,688.83 Summer Fair	£2,426.09
nil	Wizard of Oz	NIL
nil	Popcorn Machine	NIL
	£11,317.91 Association to school rep donations (+ gift aid)	NIL
	£27,463.00 Allocation to school end of year	£20,000.00
nil	Gifts	NIL
	£1,355.00 Floats	£2,445.00
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
	£867.22 School events total costs	£3,059.77
nil	Parent donations+gift aid to Downlands	£14,694.02
nil	Mssc donations to dl	NIL
	£45,635.97 TOTAL EXPENDITURE	£43,911.65
	Excess Income over Expenditure	£379.45
	-£6,184.27 Excess Expenditure over Income	

	Assets	
2020/2021		2022/2023
nil	Cash In Hand	100
£1,568.79	Current Account	£1,948.24
nil	Business Premium account	nil
nil	Covenant account	nil
£1,568.79	TOTAL	£2,048.24
	BROUGHT FORWARD FUNDS	£2,048.24

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

27th September 2023

