



FRIENDS OF DONHEAD ANNUAL GENERAL MEETING
Saturday, 1st March 2025, Rose and Crown

In attendance: Katie Mulroe, Andy Mulroe, Jess Mackasey, Maria Taylor, Alex Taylor, Marie Cottrell, Marie Roberti Wouters, Jerome Wouter

Apologises: Macarena Perez-Rosell, Vanessa Bengal, Claire Squelch, Gill Puttick

AGENDA

1. Reading of Trustee Report for period September 2023 - July 2024 (attached at Annex A) - to be read by Macarena Rerez-Rossell and in her absence Katie Mulroe
2. To approve the Charity's Accounts and Event and Donation financial summary, (attached as Annex B) for the period September 2023– September 2024 – to be read by Vanessa Bengal and in her absence Katie Mulroe
3. Vote on amendment to Constitution: 3 trustees to be appointment instead of 4.
4. Election of Trustees:

The Charity's constitution provides for a total of three Trustees, each of whom may serve up to a maximum five-year term. A charity Trustee who has served a whole consecutive term may not be reappointed for a second consecutive term. Macarena Perez-Rosell (chair), Vanessa Bengal, (Treasurer) & Claire Squelch & Gill Puttick (Secretary) are retiring from September 2024

Nominations:

Katie Mulroe is seeking election as Chair Trustee

Maria Taylor is seeking election as Trustee

Alex Taylor is seeking election as Treasurer Trustee

Any parent interested in a future committee position or Trustee role should contact one of the existing Trustees to find out more.

5. Headmaster 100 Club Draw
6. Thanks to Committee & Outgoing Members



(ANNEX A)

Trustees report Friends of Donhead, Annual General Meeting **7pm Saturday, 1st March 2025, Rose and Crown**

Trustees for 2023/2024:

Chair- Macarena Perez-Rosell

Treasurer- Vanessa Bengal

Secretary- Claire Squelch & Gill Puttick

Our Mission

The key role of the Friends of Donhead (hereafter known as 'FOD') is firstly, to build a vibrant social community for parents, and secondly, to raise money for the School and its chosen charities.

Public Benefit Statement

The FOD aim to help those who need support external of the School in accordance with its Christian values. The FOD aim, where possible, to support the School financially for the purchase of items that further the child's experience and education at Donhead Preparatory School through fundraising. The FOD aim to be inclusive and responsible in all activities. The FOD values are to support others, develop our community and be aware of all those in need and to try and assist within our ability. The key role of the Friends of Donhead is firstly, to build a vibrant social community for parents, and secondly, to raise money for the School and its chosen charities. The social events so far, have been successful and overall, profitable. The FOD will continue to support the School in any requests forthcoming and within our financial power. This year we were able to raise enough to fully fund the Outdoor Learning Area.

Committee Members During Period September 2023 – July 2024 Include:

Claire Squelch, Gill Puttick, Vanessa Bengal, Marie Roberti, Katie Mulroe, Emma Lyons-Whyte, Nicole de Caires, Judith Benedict, Anna Charles

Event Summaries: September 2023– July 2024

Back to School Disco (postponed summer party)

Due to the unfortunate incident at The Study school on Thursday 6th July this event was postponed to September. Katie organised a relaxed 'Back to School Disco' for parents. It was catered by The Spitted Pig and we held a silent auction. Everyone had lots of fun and this event was a massive success. Well done Katie!

Bonfire Night -

FOD's largest event of the year with around 900 attending and logistically one of the most difficult. Ursuline Prep was invited. Due to the large open area, being both public and residential, safety factors were the main priority. Safety measures were paramount, with notification of the event to the Police. First Aid Cover service provided medical assistance. The OWA were helpful and *Vulcan Fireworks* again provided a spectacular display. *Coombe Residential* partially and kindly sponsored the event. The BBQ excelled and fed everyone who wanted it and the year groups did an excellent job with all their tasks. The FOD were praised by all for hosting a fantastic event, being well lit, safe, and good value for money.

Children in Need Day

The FOD now assist with this fundraiser, selling merchandise in Reception throughout the week.

Christmas Fair

This was held fully indoors. We planned to downscale this event as much as possible. We had several stall holders in the gym, The Senior Choir performed carols. We replaced the Grotto with 'Hot Chocolate with Santa' which was a great success. Art Zone was ran by Mrs Clark The BBQ was set up in the Art Room.

Quiz Night

Hosted by year 6 teacher, Phil Amos in the Gym and was entirely ran by Alexandra Tyson-Beer and Viviane Borges. The evening went by with no problems and lots of fun. The food, catered by Olivia Butler, was a hit and the Bar ran out of alcohol in the first hour so Vivana had to run out and get some more. An enjoyable parent social evening that is very worthwhile and financially beneficial to host.

School Disco

This was the third time we ran this event. The disco was held in the Donhead gym and entirely ran by Nicole. The boys had a fantastic time.

Summer Fair

Held onsite, this was a fun day for the kids with our usual game stalls, Inflatables, BBQ and refreshments. The Eco Council held a flower pot stand and the Student Council assisted with lawn games. All new Donhead families were invited. The wristband system continued to be a success. All year groups pulled together and the FOD did a fantastic job. As the assault course had been so successful, we hired two, one for under 7's and the other for 7+.

May Ball

This was held at Twickenham and the theme was 'Golden Globe'. Marie did a fantastic job organising the live and silent auction which made an extremely healthy profit. Mrs Clark organised the table decorations with Eco Council. A great performance from the band, After Sun. We also had a photo booth and a photographer. The night went by with no issues and everyone had a fantastic time.

Movie Nights

We continued to hold movie nights in Michaelmas Term in age groups. FOD bought the snacks and the boys had a fantastic time.

Panto

We were again able to offer discounted Panto tickets. This was entirely ran by Gil Puttick. This made a healthy profit.

Merchandise and Uniform Sales:

We have again been able to offer for purchase Donhead branded items. These succeed in promoting the brand of the School in the wider community.

Claire Squelch and Gill Puttick have taken charge of the sale of Second-hand Uniform and did an excellent job throughout the whole year. These sales have become increasingly popular and have provided us with a steady income to our accounts.



(ANNEX B)
Event and Donation Financial Summary

Summer Party 2023		
Transaction Details	Debit	Credit
Credit Total		£6,075.75
Debit Total	£4,537.77	
Total Made	£1,537.98	
Bonfire Night 2023		
Transaction Details	Debit	Credit
Credit Total		£9,372.95
Debit Total	£7,811.83	
Total Made	£2,711.12	
Christmas Fair 2023		
Transaction Details	Debit	Credit
Debit Total	£2,868.61	
Credit Total		£4,807.83
Total Made	£1,939.22	
Quiz Night 2023		
Transaction Details	Debit	Credit
Credit Total		£5,190.17
Debit Total	£1,397.19	
Total Made	£3,792.98	
May Ball 2023		
Transaction Details	Debit	Credit
Credit Total		£43,278.80
Debit Total	£28,026.26	
Total Made	£15,252.54	
Summer Fair 2023		
Transaction Details	Debit	Credit
Credit Total		£10,446.88
Debit Total	£4,422.66	
Total Made	£6,024.22	
FOD Donations in 2023-2024		
MACMILLIAN COFFEE MORNING	£225.00	
DONHEAD OUTDOOR LEARNING AREA	£17,526.00	
UPSPA FIREWORKS DONATION	£400.00	
SHABACH PRAISE MINISTRIES	£5,000.00	
Total Donated	£23,151.00	

23-24 Event & Donation Summary

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CHARITY COMMISSION
FOR ENGLAND AND WALES

FRIENDS OF DONHEAD

284059

Receipts and payments accounts

CC16a

For the period
from

01/09/2023

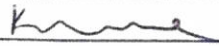
To

31/08/2024

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					
Income from fundraising	82,630	-	-	82,630	59,826
Donations	4,021	-	-	4,021	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	86,651	-	-	86,651	59,826
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	86,651	-	-	86,651	59,826
A3 Payments					
Expenses on fundraising activities	49,265	-	-	49,265	29,726
Donations made	23,151	-	-	23,151	14,750
Governance costs	739	-	-	739	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	73,155	-	-	73,155	44,476
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	73,155	-	-	73,155	44,476
Net of receipts/(payments)	13,497	-	-	13,497	15,350
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	77,117	-	-	77,117	61,767
Cash funds this year end	90,614	-	-	90,614	77,117

Section B Statement of assets and liabilities at the end of the period

Category	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	FOD Account	59,924	-	-
	Headmasters 100	9,780	-	-
	Groundworks Account	20,910	-	-
	Total cash funds	90,614	-	-
	(agree balances with receipts and payments account(s))			
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
			KATHERINE MULROE	26/06/25



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 DONHEAD

On accounts for the year
ended

31/08/2024

Charity no
(if any)

284059

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 31/08/2024.

Responsibilities and basis
of report

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

26/06/2025

Name:

Paul Craughwell ACA, FCCA

Relevant professional
qualification(s) or body:

ICAEW

Address:

CRAUGHWELL & CO
BROOKWOOD HOUSE
84 BROOKWOOD ROAD
LONDON, SW18 5BY