

Friends of Western Road School

Charity Number: 291113

Trustees' Annual Report for the year ended

31 August 2023

Principal Office: Western Road Primary School
Southover High Street
Lewes
East Sussex
BN7 1JB

Trustees: Jordon Clarke (Chair)
Irena Wooler (Headteacher)
Penelope Fletcher (Treasurer)
Hephzibah Anderson (Trustee)
Joanna Kite MacCalla (Trustee)
James Hebert (Trustee)
Hannah Lewith (Trustee)
Anthea Daly (Trustee)
Katharine Kennedy (Trustee)
Holly Aitkins (Trustee)
Donna Ross (Trustee)

Report of the trustees for the year ended 31 August 2023

The Trustees present their annual report for the financial statements of the charity for the year ended 31 August 2023. The financial statements have been prepared on a receipts and payments basis and comply with the charity's governing document and the Charities Act 2011.

Structure, Governance and Management

The charity is an unincorporated association constituted under a governing document adopted by the charity's members on 24th October 1984.

The members include the parents, guardians or carers of any pupil currently attending Western Road Community Primary School as well as the teaching and non-teaching staff currently employed by the school.

Under the constitution the Trustees are persons elected as committee members of the governing body at the annual general meeting. Additional Trustees may be co-opted by the trustees at any time. The Trustee's term of office is one year. Retiring trustees may seek re-election at the annual general meeting.

In January 2023, the charity renewed its membership with ParentKind. Parentkind works to engage parents in schools in more ways, doing more good for the education of children. Parentkind help PTAs and supports parent participation in schools and education. Parentkind memberships include insurance specifically for PTAs provided by Zurich Insurance plc.

Objectives and Activities

The charity exists to raise money for the wellbeing, education and benefit of the pupils of Western Road Community Primary School, Lewes, East Sussex. Specifically the objects of the charity are to advance the education of the pupils of the school by providing and assisting in the provision of facilities for education at the school (not normally provided by the local education authority) and in furtherance of this objective the charity may: (a) foster more extended relationships between the staff, parents and others associated with the school, and (b) engage in activities which support the school and advance the education of the pupils attending it.

During the year ended 31 August 2023 the charity organised several fundraising activities for the school pupils and their parents including: Artists and Makers Fair, Christmas Fair, Easter Disco, Book and Uniform Sales, Halloween Disco and Ice cream sales.

Monies raised by the charity through its activities and from donations help to fund a) improvements to the school facilities and environment, and (b) the acquisition and upgrading of equipment and materials, in accordance with the objectives of the charity.

During the year the charity helped to fund various things including; play equipment for outdoor play, Yoga lessons, School trips. The above will enhance the health and fitness of pupils, provide a safe and more attractive learning environment, improve the pupils' education and understanding of the world around them.

Financial Review

The charity operates on a receipts and payments basis without reference to a balance sheet. When considering funds available for grants and donations, an operational reserve of £5,000 is deducted.

The income in the year was £44,266 and the expenses were £49,438.

Public Benefit Statement

The Trustees confirm that they have complied with their duty to have due regards to the guidance on public benefit published by the Charities Commission for England and Wales in exercising their powers and duties.

Declaration

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the charities Trustees:

Penny Fletcher, Treasurer

Date: 11th June 2024

FRIENDS OF WESTERN ROAD SCHOOL

Charity Number: 291113

Receipts and Payments Accounts For the Year Ended 31 August 2023

Section A Receipts and Payments

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £	Last Year £
Receipts					
Artists and Makers	22,544	-	-	22,544	19,077
Easter Disco	2,426	-	-	2,426	2,214
Summer Fair	-	-	-	-	472
Halloween Disco	3,529	-	-	3,529	1,823
Christmas Fair	1,867	-	-	1,867	2,135
Quiz Night	2,427	-	-	2,427	-
Westival	6,960	-	-	6,960	5,666
Other Events	1,656	-	-	1,656	7,653
Book and Uniform Sales	208	-	-	208	1,338
Ice Cream Sales	213	-	-	213	1,080
Sundry Income	1,113	-	-	1,113	1,824
Grants and Donations	1,323	-	-	1,323	1,649
	44,266	-	-	44,266	44,931
Asset and Investment Sales					
None	-	-	-	-	-
	-	-	-	-	-
Total Receipts	44,266	-	-	44,266	44,931
Payments					
Artists and Makers	5,631	-	-	5,631	3,681
Easter Disco	703	-	-	703	1,126
Summer Fair	-	-	-	-	-
Halloween Disco	1,749	-	-	1,749	755
Christmas Fair	1,482	-	-	1,482	618
Quiz Night	1,001	-	-	1,001	-
Westival	2,539	-	-	2,539	2,025
Various School Events	1,693	-	-	1,693	4,827
Books	1,072	-	-	1,072	-
Uniform Purchases	-	-	-	-	473
Ice Cream Purchases	244	-	-	244	211
Tea Towel Purchases	562	-	-	562	-
Playground Resurfacing	11,776	-	-	11,776	-
Reception Classrooms	3,941	-	-	3,941	-
Outdoor Equipment	-	-	-	-	1,121
Classroom Equipment	-	-	-	-	1,677
Forest School	14,298	-	-	14,298	3,710
Accountancy	-	-	-	-	480
Yoga Classes	2,160	-	-	2,160	1,980
Other Costs	587	-	-	587	486
	49,438	-	-	49,438	23,170
Asset and Investment Purchases					
	-	-	-	-	-
	-	-	-	-	-
Total Payments	49,438	-	-	49,438	23,170
Net (Payments)/Receipts	- 5,172	-	-	5,172	21,761
Transfers Between Funds	-	-	-	-	-
Cash Funds Last Year End	39,272	-	-	39,272	17,511
Cash Funds This Year End	34,100	-	-	34,100	39,272

FRIENDS OF WESTERN ROAD SCHOOL



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Receipts and Payments Accounts For the Year Ended 31 August 2023

Section B Statement of Assets and Liabilities as at 31 August 2023

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £
Cash Funds			
HSBC Current Account	34,100	-	-
Total Cash Funds	34,100	-	-
Other Monetary Assets	-	-	-
	Funds to which asset belongs	Cost	Current Value
Investment Assets	-	-	-
Assets Retained for Charity's Own Use			
Gazebo's	Unrestricted	275	275
	Funds to which liability relates	Amount Due	When Due
Liabilities			
Independent Examiners' Invoice due	Unrestricted	552	

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

Signature	Print Name	Date of Approval
	JORDEN CLARKE	11.06.24
	PENNY FLETCHER	11.06.24

Independent Examiner's Report on the Accounts

Report to the trustees of Friends of Western Road School on accounts for the year ended 31 August 2023

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2023.

Respective responsibilities of trustees and examiner

As the charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The charity's trustees consider that an audit is not required for this year (under section 144(2) of the 2011 Act and that an independent examination is needed.

It is my responsibility:

- To examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(b) of the 2011 Act;
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in, any material respect, the requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act; and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 17 June 2024

Name: Philip Woodgate

Professional Body: ACCA

Address: Unit 43, Newhaven Enterprise Centre, Newhaven, East Sussex, BN9 9BA