

**Friends of Western Road School**

**Charity Number: 291113**

**Trustees' Annual Report for the year ended**

**31 August 2025**

**Principal Office:** Western Road Primary School

Southover High Street

Lewes

East Sussex

BN7 1JB

**Trustees:** Megan Calvert O'Hare (Chair)

Irena Wooler (Headteacher)

Penelope Fletcher (Treasurer)

Edward Davey (Trustee)

Joanna Kite MacCalla (Trustee)

James Hebert (Trustee)

Holly Aitkins (Trustee)

Isadora Howell (Trustee)

Jordon Clarke (Trustee)

**Report of the trustees for the year ended 31 August 2025**

The Trustees present their annual report for the financial statements of the charity for the year ended 31 August 2025. 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 24<sup>th</sup> 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 2024, 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 2025 the charity organised several fundraising activities for the school pupils and their parents including: Artists and Makers Fair, Christmas Fair, Summer fundraiser, 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, Forest school, School trips, IT equipment, classroom equipment, and art gallery refurbishments. 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 £41,365 and the expenses were £76,264 leading to a loss of 34,899.

## **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: 6<sup>th</sup> May 2026

# FRIENDS OF WESTERN ROAD SCHOOL

Charity Number: 291113

## Receipts and Payments Accounts For the Year Ended 31 August 2025

### Section A Receipts and Payments

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds £	Last Year £
<b>Receipts</b>					
Artists and Makers	31,193	-	-	31,193	28,159
Spring into Action	-	-	-	-	2,505
Halloween Disco	2,048	-	-	2,048	1,942
Christmas Fair and Events	3,072	-	-	3,072	5,524
Patina Income	177	-	-	177	-
Westival	307	-	-	307	7,429
Parents Social Event	1,292	-	-	1,292	2,413
Other Events	485	-	-	485	1,466
Book and Uniform Sales	341	-	-	341	83
Ice Cream Sales	552	-	-	552	316
Sundry Income	1,621	-	-	1,621	-
Grants and Donations	277	-	-	277	1,043
	<b>41,365</b>	-	-	<b>41,365</b>	<b>50,880</b>
<b>Asset and Investment Sales</b>					
None	-	-	-	-	-
	<b>41,365</b>	-	-	<b>41,365</b>	<b>50,880</b>
<b>Total Receipts</b>	<b>41,365</b>	-	-	<b>41,365</b>	<b>50,880</b>
<b>Payments</b>					
Artists and Makers	7,162	-	-	7,162	6,766
Art Gallery Refurbishments	3,695	-	-	3,695	-
Halloween Disco	724	-	-	724	691
Christmas Fair and Events	1,693	-	-	1,693	3,331
Contributions to School Trips	3,199	-	-	3,199	-
Insurance	162	-	-	162	-
Westival	643	-	-	643	3,426
Parents Social Event	202	-	-	202	1,649
Patina Expenses	1,177	-	-	1,177	-
Ice Cream Purchases	274	-	-	274	161
IT Equipment	13,644	-	-	13,644	-
Playground Equipment	6,717	-	-	6,717	-
Library Refurbishments	414	-	-	414	-
Outdoor Equipment	-	-	-	-	2,314
Classroom Equipment	12,506	-	-	12,506	1,802
Sports Equipment	775	-	-	775	-
Forest School	21,326	-	-	21,326	-
Accountancy and Bookkeeping	925	-	-	925	792
Yoga Classes	-	-	-	-	1,710
Other Costs	1,026	-	-	1,026	1,547
	<b>76,264</b>	-	-	<b>76,264</b>	<b>24,189</b>
<b>Asset and Investment Purchases</b>					
	-	-	-	-	-
	<b>76,264</b>	-	-	<b>76,264</b>	<b>24,189</b>
<b>Total Payments</b>	<b>76,264</b>	-	-	<b>76,264</b>	<b>24,189</b>
<b>Net Receipts/(Payments)</b>	<b>- 34,899</b>	-	-	<b>34,899</b>	<b>26,691</b>
<b>Transfers Between Funds</b>	-	-	-	-	-
<b>Cash Funds Last Year End</b>	<b>60,791</b>	-	-	<b>60,791</b>	<b>34,100</b>
<b>Cash Funds This Year End</b>	<b>25,892</b>	-	-	<b>25,892</b>	<b>60,791</b>

# FRIENDS OF WESTERN ROAD SCHOOL

Charity Number: 291113

## Receipts and Payments Accounts

For the Year Ended 31 August 2025

### Section B Statement of Assets and Liabilities as at 31 August 2025

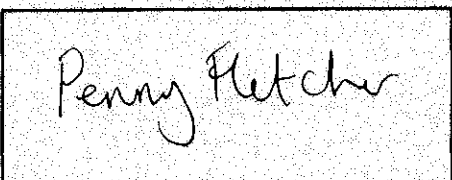

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £
<b>Cash Funds</b>			
HSBC Current Account	25,892	-	-
<b>Total Cash Funds</b>	<b>25,892</b>	<b>-</b>	<b>-</b>

### Other Monetary Assets

	Funds to which asset belongs	Cost	Current Value
<b>Investment Assets</b>			
	-	-	-
<b>Assets Retained for Charity's Own Use</b>			
Gazebo's	Unrestricted	275	275

	Funds to which liability relates	Amount Due	When Due
<b>Liabilities</b>			
Independent Examiners' Invoice due	Unrestricted	600	

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

Signature	Print Name	Date of Approval
	PENELOPE FLETCHER	06/05/26
	MEGAN O'HARE	06/05/26

## 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 2025

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2025.

#### 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: 6 May 2026

Name: Philip Woodgate

Professional Body: ACCA

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