



Trustees' Annual Report for the period

From

Period start date	01	08	2020	To	31	07	2021
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Section A Reference and administration details

Charity name

The Laleham School Parent-Teacher Association

Other names charity is known by

Friends of Laleham School (FoLS)

Registered charity number (if any)

298823

Charity's principal address

Laleham Church of England Primary School	
The Broadway	
Laleham, Staines-upon-Thames	
Postcode	TW18 1SB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Alison Ash	Chair	01/08/2021 – 29/03/2021	Appointed at the AGM
2	Emma Sayle	Chair	29/03/2021 – 31/07/2021	Appointed at the EGM
3	Lucy Clarke	Vice-chair	01/08/2021 – 29/03/2021	Appointed at the AGM
4	Helen Panyandee	Vice-chair	29/03/2021 – 31/07/2021	Appointed at the EGM
5	Siobhan Ring	Secretary	01/08/2021 – 29/03/2021	Appointed at the AGM
6	Sarah Ellis	Secretary	29/03/2021 – 31/07/2021	Appointed at the EGM
7	Anne Winterbottom	Treasurer		Appointed at the AGM
8	Lorraine Hyman			Appointed at the AGM
9	Melissa Warren			Appointed at the AGM
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

ParentKind Model Constitution adopted 03/06/2019

How the charity is constituted
(eg. trust, association, company)

Charitable Trust

Trustee selection methods
(eg. appointed by, elected by)

Appointed at the AGM (or an EGM)

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All trustees are required to sign a Fit & Proper Person Declaration. Guidance issued by the Charity Commission on public benefit circulated annually to all of the trustees.

A risk assessment is carried out in advance of all FoLS events.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the education of the pupils of Laleham Church of England Primary School. In particular, by developing effective relationships between staff and parents and engaging in activities and providing facilities and equipment which support the school and advance the education of its pupils.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During the year ended 31 July 2021, the charity purchased equipment to support the school and advance the education of its pupils totalling £6,096 (2020 - £17,163), including monies towards new playhouses for the school playground, WW2 museum bus visit for Year 6 and new storage sheds for FoLS to use.

The Trustees, having regard to the public benefit guidance issued by the Charity Commission in accordance with Section 17 of the Charities Act 2011, consider that the purpose and activities of the charity satisfy the requirements of the public benefit test set out in Section 4 of the same Act.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Total income for the year ended 31 July 2021 £15,249 (2020 £14,896).

Surplus (before expenditure for the school) for the year ended 31 July 2021 £9,244 (2020 £9,705).

Covid-19 and lockdowns continued to hamper fundraising events during the financial year ended 31 July 2021.

Existing fundraising events held / activities undertaken during the year ended 31 July 2021, included

Christmas card sales
Mother's Day and Father's Day sales
2nd hand uniform sales
Bags2School

New fundraising events held / activities undertaken during the year ended 31 July 2021, included

Christmas and Easter raffles
FoLS merchandise
Jingle Jangle Fun Run
Charlie Le Mere – Three Peaks Challenge
The Laleham Family Fun Day held on the Laleham Pavilion recreation ground in conjunction with the Laleham Residents Association

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees' policy is to spend net income on the advancement of the charity's objects as soon as practical after its receipt. The Trustees' policy is not to retain significant reserves as the charity's overheads are low and the donations made to the school by the charity fluctuate according to the level of income generated. As such, no reserves are required to ensure the Trust's continued operations. The Trustees' policy is therefore to maintain reserves not exceeding £3,000.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Cash at bank and in hand at 31 July 2021 £13,522 (2020 £10,374).

This is higher than the Trustees' reserve policy, pending accumulating sufficient funds to build a new outdoor classroom for the school.

The Trustees continue to review new fundraising ideas in light of the ongoing impact of Covid-19 on the charity's principal source of funds.

Section F

Other optional information



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Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Emma Sayle	Sarah Ellis
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	31/01/2022	