



Trustees' Annual Report for the period

	Period start date				Period end date		
From	01	September	2016	To	31	August	2017

Section A Reference and administration details

Charity name Willow Bank Infant School Association

Other names charity is known by

Registered charity number (if any) 1046227

Charity's principal address

Duffield Road
 Woodley
 Reading Berkshire
Postcode RG5 4RW

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	A Whitlock	Chair	Resigned 28 September 2016 as Chair, elected as Ordinary Member 28 September 2016	
2	L Chipperfield	Secretary	Resigned 28 September 2016 as Secretary, elected as Ordinary Member 28 September 2016	
3	V Townsend	Co-Chair	Elected 28 September 2016	
4	N Penny	Treasurer		
5	K Bartholomew	Deputy Chair		
6	G Lester	Co-Chair	Elected 28 September 2016 (to the position of Co-Chair, was Co-Deputy Chair prior to that date)	
7	K Lecoq	Secretary	Elected 28 September 2016 (to the position of Secretary, was Ordinary Member prior to that date)	
8	C Waite			
9	K Shaw		Resigned 28 September 2016	
10	Z Browne		Elected 28 September 2016	
11				
12				
13				
14				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(eg. trust, association, company)</small>	Association
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected at AGM

Section C Objectives and activities

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

The objective of the Association is to advance the education of the pupils in the school. In furtherance of this objective the Association may:-

- (a) Engage in activities which support the school and advance the education of the pupils attending it.
- (b) Provide and assist in the provision of such facilities or items for education at the school (not provided from statutory funds) as the Committee in consultation with the Governing Body shall from time to time determine.

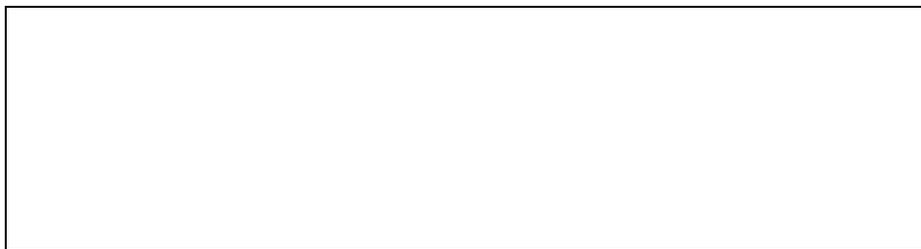
Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

During the year the following events took place to raise money for the School Association:

- Discos (3 a year)
- Film nights (3 a year)
- Pantomime tickets
- Cake and book sales
- Refreshments
- Sales of other products such as Christmas Cards, tea towels, Lego key rings
- Other funding via workplace fund matching schemes, sponsorship and an easyfundraising page

Once funds were raised, they were used to pay for events days and equipment that Willow Bank Infant School had requested, which includes:

- Playground equipment
- Event days for the whole school (a subsidised school trip to the panto, music and maths workshops, and visits from an author, the Life Education Bus, a farm and some owls)
- Various equipment (Lego maths sets, toys for the EYFS area, calculators and flipchart easels)
- Gifts for the children (a Christmas Tree decoration from Santa, an Easter Egg hunt, a Willow Bank bookmark for the Year 2 leavers, ice lollies after working hard at Sports Day and a visit from the ice cream van as a special end of year treat)



Section D

Achievements and performance

Summary of the main achievements of the charity during the year

As of 1st September 2016, the School Association started with an opening bank balance of £9,057 in the current account and £1,979 in the savings account, a total of £11,036.

During 2016/17 the School Association received £15,006 of funds from fundraising activities, sponsorship and donations and paid out £4,653 to hold these fundraising activities, giving a net amount raised £10,353. This was up by £1,101 from £9,252 in the previous year.

The Halloween, Spring and Summer discos were again where the main proportion of funds was raised this year. For 2016/17 these events raised £4,668 compared to £5,257 in 2015/16.

New for this year, we introduced three film nights which raised £708 and the school kindly held three non-uniform days for us raising £396.

We raised £284 in ClothesAid collections and increased income from fundmatching and sponsorship to £1,391 from £1,237 last year.

Pantomime tickets, the Easter Panto and a trip to see Dirty Dancing raised a combined amount of £459 of income from sales of Hexagon tickets compared with £520 last year.

Our easyfundraising.org.uk page (where parents can raise money every time they shop online) is doing well, raising £254 (compared with £55 last year) and we raised £64 auctioning off unclaimed disco raffle prizes.

We held a number of new events this year: the introduction of film nights (£708), non-uniform days (£396), more cake sales, Legobricks (£88), a second hand book sale (£67) and commission from Stikins (£69).

In total, WBISA held 29 events in 2016/2017, raising an average of £298 per event. In comparison, the previous year we held 18 events which raised an average of £442 per event.

WBISA donated £13,443 to the school compared to £4,087 in 2015/16.

£4,987 was spent on playground equipment (sensory equipment, a bug hotel and magnifiers) and we funded half the cost of a whole school trip to the panto Elves and the Shoemaker, which the children loved.

As well as paying for the usual event days for the children (hand to mouth theatre, an author visit, Living Eggs, the life education bus, leavers tags and Easter activities), the PTA purchased equipment for the Foundation area, wet play activities for Years 1 and 2, Lego maths sets as well as some other equipment the school needed (see table on the right).

There were general expenses incurred in the year of £109 which included the cost of insurance of £101 and £8 for stamps.

The closing balance of the current account at the end of August was £5,857, the balance on the savings account was £1,979, giving total funds of £7,837. The year therefore saw a net deficient of cash of £3,199.

Brief statement of the charity's policy on reserves

Reserves are held in unrestricted funds for use to be spent as agreed by the committee once a need is identified by Willow Bank Infant School.

Details of any funds materially in deficit

There are no funds in deficit.

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.

Empty box for optional information.

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)	V Townsend/G Lester	N Penny
Position (eg Secretary, Chair, etc)	Co-Chairs	Treasurer
Date	26/09/2017	