

## **Trustees' Annual Report for the year ended 31 July 2021**

Charity name: Friends of Woodcote Primary School  
Charity Address: Dunsfold Rise, Coulsdon, Surrey, CR5 2ED  
Charity number: 1076574  
Trustees: Nicola Tallis / Helen Constantinou-Mantilas – Co Chairs  
Maureen Coughlan – Secretary  
Josephine Suppiah – Treasurer

### **Structure, governance and management**

The type of governing document is the constitution and the charity is set up as a trust.  
Trustees are elected and resign at the annual general meeting.

### **Activities and objectives in the year**

Fundraising for Woodcote Primary School to provide extra resources for the school and pupils.

Funds are raised through various fundraising events; the main events are the Summer and Christmas Fairs, although the Summer and Christmas Fair did not take place due to the coronavirus pandemic.

### **Achievements and performance**

The charity raised £12,683 through fund raising events (prior year £8,943). Although the funds raised this year continues to be impacted due to Covid 19 lockdown, it has improved since the last year due to alternate virtual fundraising events.

The charity was able to make various purchases and donations for the benefit of the children at Woodcote Primary school.

### **Financial review**

Funds raised are kept in the Charity current account to ensure funds are available for future events.

Signed on behalf of the Charity's Trustees

Signature



Name Josephine Suppiah  
Position Treasurer  
Date 19 Jan 2022

**Report of the Accountant to the Members of The Friends of Woodcote Primary School**

I have undertaken a review of the accounts prepared by The Friends of Woodcote Primary School for the year ended 31 July 2021 and have referenced the underlying books and records maintained by the Association.

The scope of my review was significantly less than that of a statutory audit.

All necessary adjustments have been made and I believe that the accounts show a true and fair view of the state of affairs of the Association as at 31 July 2021.

Signed By

A handwritten signature in cursive script, appearing to read 'H Bowling', written in black ink.

Helen Bowling, ACCA

**Friends of Woodcote Primary School**  
**Annual accounts for the Year Ended 31 July 2021**

**Statement of Financial Activities**




	Note	Year Ended 31 July 2021 £	Year Ended 31 July 2020 £
<b>Incoming Resources</b>			
Fundraising events	3	17,373.87	21,255.74
Other income	4	240.00	255.61
Bank interest		0.01	0.12
<b>Total incoming resources</b>		<b>17,613.88</b>	<b>21,511.47</b>
<b>Resources Expended</b>			
Cost of fundraising events	3	(4,690.58)	(12,312.58)
Purchases and donations for Woodcote Primary School	5	(2,357.92)	(38,825.24)
Other costs	6	(265.97)	(219.17)
Depreciation	7	(329.52)	(329.52)
<b>Total resources expended</b>		<b>(7,643.99)</b>	<b>(51,686.51)</b>
<b>Net movement in funds</b>		<b>9,969.89</b>	<b>(30,175.04)</b>
<b>Total funds brought forward</b>		28,917.61	59,092.65
<b>Total funds carried forward</b>		<b>38,887.50</b>	<b>28,917.61</b>

**Friends of Woodcote Primary School**  
**Annual accounts for the Year Ended 31 July 2021**

**Balance sheet**

	Note	31 July 2021 £	31 July 2020 £
<b>Fixed assets</b>			
Tangible assets	7	<u>705.43</u>	<u>1,034.95</u>
<b>Current assets</b>			
Stock		-	-
Debtors and prepayments	8	4,267.00	50.00
Cash at bank and in hand	9	<u>38,898.67</u>	<u>29,975.25</u>
<b>Total current assets</b>		<u>43,165.67</u>	<u>30,025.25</u>
Creditors: amounts falling due within one year	10	(4,983.60)	(2,142.59)
<b>Net current assets</b>		<u>38,182.07</u>	<u>27,882.66</u>
<b>Net Assets</b>		<u>38,887.50</u>	<u>28,917.61</u>
<b>Represented by:</b>			
Brought forward		28,917.61	59,092.65
Movement in the year		<u>9,969.89</u>	<u>(30,175.04)</u>
Carried forward		<u>38,887.50</u>	<u>28,917.61</u>

All funds are unrestricted.

Signed on behalf of the Trustees	Signature	Date of approval
Nicola Tallis, Co-Chair		28.2.2022
Helen Constantinou-Mantilas, Co-Chair		28.2.2022
Josephine Supplah, Treasurer		28.2.2022

# Friends of Woodcote Primary School

## Annual accounts for the Year Ended 31 July 2021

### Notes to the accounts

#### Note 1: Basis of preparation

##### 1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and with applicable Accounting Standards
- and with the Charities Act.

##### 1.2 Change in basis of accounting

There have been no change to the accounting policies since last year.

#### Note 2: Accounting policies

##### INCOMING RESOURCES

###### Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

###### Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

###### Volunteer help

The value of any voluntary help received is not included in the accounts.

##### EXPENDITURE AND LIABILITIES

###### Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

##### ASSETS

###### Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

Equipment, fixtures and fittings are depreciated over 10 years, on a straight line basis.

###### Stocks and work in progress

These are valued at the lower of cost or market value.

**Friends of Woodcote Primary School**  
**Annual accounts for the Year Ended 31 July 2021**

**Notes to the accounts (continued)**

**Note 3: Fundraising Events**

	Year Ended 31 July 2021			Year Ended 31 July 2020		
	Income £	Costs £	Net income £	Income £	Costs £	Net income £
Summer Fair	-	-	-	-	(286.64)	(286.64)
Christmas Fair	-	-	-	9,896.72	(3,884.11)	6,012.61
Uniform sales and fundraising events	1,970.73	(259.65)	1,711.08	438.89	(65.60)	373.29
Refreshments at Christmas performances	-	-	-	502.96	-	502.96
Christmas fundraising	1,735.69	(129.18)	1,606.51	-	-	-
Christmas raffle	2,980.40	(399.99)	2,580.41	-	-	-
Children's Christmas Shopping Day	-	-	-	548.75	-	548.75
Theatre club	1,415.90	(1,016.50)	399.40	8,153.34	(7,274.11)	879.23
Disco ticket sales	1,266.89	(55.95)	1,210.94	-	-	-
Chocolate Bingo	11.84	-	11.84	1,335.75	(322.12)	1,013.63
Mothers Day Gifts	553.63	(615.00)	(61.37)	379.33	(480.00)	(100.67)
Fathers Day gifts	598.03	(285.40)	312.63	-	-	-
Yes Day	1,174.17	-	1,174.17	-	-	-
Tea Towels	3,769.23	(1,783.95)	1,985.28	-	-	-
Balloon Racing	620.64	(68.00)	552.64	-	-	-
Cricket Shirt	1,276.72	(76.96)	1,199.76	-	-	-
	<u>17,373.87</u>	<u>(4,690.58)</u>	<u>12,683.29</u>	<u>21,255.74</u>	<u>(12,312.58)</u>	<u>8,943.16</u>

**Notes**

The disco tickets income under fundraising events relate to tickets sold for the disco but event was cancelled due to the pandemic. /

**Note 4: Other Income**

	Year Ended 31 July 2021 £	Year Ended 31 July 2020 £
Easyfundraising and charity matching	33.92	110.61
Equipment hire	-	-
Sundry other income	206.08	145.00
	<u>240.00</u>	<u>255.61</u>

**Note 5: Purchases and Donations for Woodcote Primary School**

	Year Ended 31 July 2021 £	Year Ended 31 July 2020 £
Class Christmas presents	832.92	1,091.52
Equipment for the school	-	36,807.72
Free activities / treats for the children	1,250.00	48.00
Leavers books	-	878.00
Leavers Party	275.00	-
	<u>2,357.92</u>	<u>38,825.24</u>

**Note 6: Other Costs**

	Year Ended 31 July 2021 £	Year Ended 31 July 2020 £
Stationery, postage and sundry	54.00	-
Insurance	123.00	122.00
Web Hosting	77.99	97.17
BBQ	-	-
Trolley/Tables	-	-
Stripe Fees	10.98	-
	<u>265.97</u>	<u>219.17</u>

**Friends of Woodcote Primary School**  
**Annual accounts for the Year Ended 31 July 2021**

**Notes to the accounts (continued)**

**Note 7: Tangible fixed assets**

	<b>Equipment, fixtures and fittings £</b>
<b>Cost</b>	
Balance brought forward at 1 August 2020	3,295.25
Additions	-
Disposals	-
Balance carried forward at 31 July 2021	3,295.25
<b>Depreciation</b>	
Balance brought forward at 1 August 2020	2,260.30
Depreciation charge for year	329.52
Disposals	-
Balance carried forward at 31 July 2021	2,589.82
<b>Net book value</b>	
At 31 July 2020	1,034.95
At 31 July 2021	705.43

**Note 8: Debtors and prepayments**

	<b>31 July 2021</b>	<b>31 July 2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	-	-
Prepayments	4,267.00	50.00
Accrued Income	-	-
	4,267.00	50.00

**Note 9: Cash at bank and in hand**

	<b>31 July 2021</b>	<b>31 July 2020</b>
	<b>£</b>	<b>£</b>
Current account	38,620.78	29,697.37
Deposit account	77.89	77.88
Petty cash	200.00	200.00
	38,898.67	29,975.25

**Note 10: Creditors and accruals**

	<b>31 July 2021</b>	<b>31 July 2020</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year		
Accruals	-	-
Deferred Income	4,983.60	2,142.59
	4,983.60	2,142.59