



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Friends of St Stephens

On accounts for the year  
ended

31 August 2019

Charity no  
(if any)

1099789

Set out on pages

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

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 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent  
examiner's statement

My examination was carried out in accordance with 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 the 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 connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

24 June 2020

Name:

Andrew Wells

**Relevant professional qualification(s) or body (if any):**

FMAAT

**Address:**

99 Western Road

Lewes

East Sussex BN7 1RS

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Friends of St Stephen's School

No (if any)  
1099789

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/09/2018

To

Period end date  
31/08/2019

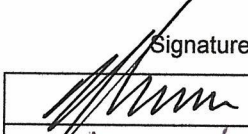
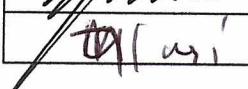
### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Fundraising events	91,726	-	-	91,726	87,486
Sponsorship	13,000	-	-	13,000	12,500
Just Giving donations	70,270	-	-	70,270	43,500
Other donations	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>174,996</b>	<b>-</b>	<b>-</b>	<b>174,996</b>	<b>143,486</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>174,996</b>	<b>-</b>	<b>-</b>	<b>174,996</b>	<b>143,486</b>
<b>A3 Payments</b>					
Costs of fundraising events	11,037	-	-	11,037	18,263
Donations paid	104,293	-	-	104,293	122,582
Independent examination fees	420	-	-	420	360
Just giving administration costs	198	-	-	198	216
Bank charges	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>115,948</b>	<b>-</b>	<b>-</b>	<b>115,948</b>	<b>141,421</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>115,948</b>	<b>-</b>	<b>-</b>	<b>115,948</b>	<b>141,421</b>
<b>Net of receipts/(payments)</b>	<b>59,048</b>	<b>-</b>	<b>-</b>	<b>59,048</b>	<b>2,065</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>34,216</b>	<b>-</b>	<b>-</b>	<b>34,216</b>	<b>32,151</b>
<b>Cash funds this year end</b>	<b>93,264</b>	<b>-</b>	<b>-</b>	<b>93,264</b>	<b>34,216</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank account	93,264	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	93,264	-	-
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	MICHAEL SCHUMM	24/6/20
	MAGGIE YLASI	24/06/20



# Trustees' annual report for the period



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

Period start date  Period end date

Charity name

Charity No  
(if any)

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	RAISING FUNDS TO SUPPORT AND FURTHER THE EDUCATION OF PUPILS AT ST. STEPHEN'S.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	ORGANISING FUNDRAISING EVENTS FOR PARENTS AND CHILDREN OF THE SCHOOL AND THE WIDER LOCAL COMMUNITY.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	THE TRUSTEES HAVE HAD REGARD TO THE GUIDANCE AND FURTHER THE PUBLIC BENEFIT BY ENSURING THAT ALL CHILDREN BENEFIT FROM THE FUNDS RAISED.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	FOSS INCREASED MONIES RAISED THIS YEAR DUE TO THE ONGOING GENEROSITY OF DONORS. THIS ADDITIONAL SOURCE OF FUNDS HAS ALLOWED THE SCHOOL TO PROVIDE EXTRA CURRICULAR TEACHING, ADDITIONAL SUPPORT FOR SPECIAL NEEDS, AND ACCESS TO MORE SPORTING, MUSICAL AND ARTISTIC PROJECTS.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	FINANCIALLY SOUND - CASH AT BANK OVER £90K AT YEAR END.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	N/A
Amount of reserves held	Para 1.22	N/A
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	FOSS IS A PTA CHARITY INHERENTLY CONNECTED TO THE SCHOOL AND WILL CONTINUE AS LONG AS THE SCHOOL EXISTS.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	FUNDRAISING EVENTS AND DONATIONS.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	N/A.
Other		



## Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	CONSTITUTION
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	UNINCORPORATED ASSOCIATION
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	VOLUNTEER

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		



## Reference and Administrative details

Charity name	Foss (Friends of St. Stephen's)
Other name the charity uses	Foss
Registered charity number	1099789
Charity's principal address	ST. STEPHEN'S CE PRIMARY SCHOOL UXBRIDGE ROAD LONDON W12 8LH

### 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	CHARLOTTE CROOKALL			
2	VICTORIA HAYES			
3	MAGGIE ULASI			
4				
5				
6				
7				
8				
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10				
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20				

## Reference and Administrative details

(cont)

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### 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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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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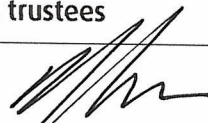



## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

MICHAEL SCHUM	MAGGIE ULAS
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Position (eg Secretary,  
Chair, etc)

HEADTEACHER	TRUSTEE
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Date

24.6.20
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