

# Trustees' Annual Report for the period



Period start date		Period end date	
From	To		
01	09	31	08
2018		2019	

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

### 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	Lelia West	Chair		
2	Andrea Sheehan	Vice Chair		
3	Sarah Prain	Vice Chair		
4	Johneen McPherson	Head Mistress & Head of Charity		
5	Polly Fox	Secretary		
6	Laeona McGrath	Treasurer		
7	Simone Sheehan	Class Rep Co-ordinator		
8	Simon Watkins	Catering Manager		
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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)	Constitution adopted 18 <sup>th</sup> November 1976 and amended 22 <sup>nd</sup> September 2002
How the charity is constituted (eg. trust, association, company)	A Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustees

### 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.

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

To assist in the provision of educational facilities and equipment for St Catherine's School through fundraising activities and social events.

**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)**

FOSC undertake numerous fundraising events throughout the course of the academic year. The 2 main events every year are the Summer and Christmas Fairs. Other events vary but typically include Quiz Nights, School Discos, Halloween Party and second-hand uniform sales.

In their carrying out of the above activities, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**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**

As a result of fundraising efforts during the year, The Friends of St Catherine's donated funds for the following items:

- New sound system for the school hall
- Refurb of prep school library
- Purchase of ICT room smartboards
- Contribution to STRIDE program (Entrepreneurship & Enterprise skills for children)
- Accelerated reader program
- Various other educational equipment

## Section E Financial review

### Brief statement of the charity's policy on reserves

The Charity policy is to maintain a minimum reserve of £20,000 to meet any emergency needs

### Details of any funds materially in deficit

Not applicable

### 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.

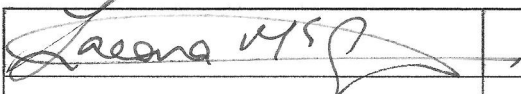
## Section F Other optional information

## 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)

Laeona McGrath

Position (eg Secretary, Chair, etc)

Treasurer

Date

23/06/2020





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>The Friends of St Catherines</b>	No (if any) 272519
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## Receipts and payments accounts

CC16a

For the period from	Period start date 01/09/2018	To	Period end date 31/08/2019
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Parental Donations	21,130	-	-	21,130	42,387
Fundraising Events	28,507	-	-	28,507	28,458
Bank Interest	-	-	-	-	51
Gift Aid	3,506	-	-	3,506	7,172
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>53,143</b>	<b>-</b>	<b>-</b>	<b>53,143</b>	<b>78,068</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>53,143</b>	<b>-</b>	<b>-</b>	<b>53,143</b>	<b>78,068</b>
<b>A3 Payments</b>					
Donations to St Catherines School	31,202	-	-	31,202	59,329
Fundraising Costs	7,804	-	-	7,804	13,282
General Expenses	-	-	-	-	1,518
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>39,006</b>	<b>-</b>	<b>-</b>	<b>39,006</b>	<b>74,129</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>39,006</b>	<b>-</b>	<b>-</b>	<b>39,006</b>	<b>74,129</b>
<b>Net of receipts/(payments)</b>	<b>14,137</b>	<b>-</b>	<b>-</b>	<b>14,137</b>	<b>3,939</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>35,679</b>	<b>-</b>	<b>-</b>	<b>35,679</b>	<b>31,740</b>
<b>Cash funds this year end</b>	<b>49,816</b>	<b>-</b>	<b>-</b>	<b>49,816</b>	<b>35,679</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>		49,816	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	49,816	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<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
	Lelia West (Chair)	25/06/2020





# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

The Friends of St Catherines

On accounts for the year  
ended

31<sup>st</sup> August 2019

Charity no  
(if any)

272519

Set out on pages

1 to 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2019**.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

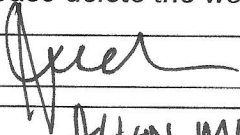
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 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:

29/08/20

Name:

ALAN MARTIN

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

FLMA

Address:

7 NORMAN AVENUE  
TWICKENHAM  
TW1 2LY



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.**

None