



Trustees' Annual Report for the period

Period start date
From Day 15 Month 02 Year 2019 To Day 31 Month 08 Year 2019
Period end date

Section A

Reference and administration details

Charity name

Friends of Greenside Primary School

Other names charity is known by

Greenside PSA

Registered charity number (if any)

1182058

Charity's principal address

Greenside Primary School

Westville Road

London

Postcode

W12 9PT

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	Lucy Cook			
2	Melanie Lalou			
3	Alexander Hannay			
4	Virginie Waszak			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Constitution

How the charity is constituted

Charitable Incorporated Organisation

Trustee selection methods

Volunteers put their name forward and the Trustees vote, a majority is required for that volunteer to become a Trustee

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.

The charity works closely with Greenside Primary School in Shepherd's Bush, London, and the Trustees are drawn exclusively from the parent body of that school.

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 at Greenside Primary School, by providing and assisting in the provision of facilities for education at the school.

To advance the mental and physical wellbeing of the pupils at Greenside Primary School by providing and assisting in the provision of facilities for recreation at the school.

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)

The charity works to raise funds for the benefit of all the pupils at Greenside Primary School by providing services and facilities that would not otherwise be affordable by the school using its budget alone.

Examples of the areas in which the charity is active are as follows: providing playground equipment, providing access to tuition in specialist subjects such as music or science, buying books to maintain the school library, providing funds for the refurbishment of school facilities.

The Trustees of the charity have all 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.

It is hugely beneficial to the staff and parents of Greenside Primary School if both groups communicate effectively to understand each other's priorities and constraints. The charity aims to foster an atmosphere of openness and collaboration for the benefit of all who are associated with the school.

Summary of the main achievements of the charity during the year

During the period covered by this report the charity has provided funding for:

- 1) General repairs to the playground and specifically the football nets.
- 2) The purchase of sand to fill up the sandpit in the Early Years play area (Learning Garden).
- 3) Painting fresh markings on the asphalt of the playground to make the football pitch and other areas much clearer.
- 4) Providing a set of guided reading books for the school library.
- 5) A teacher to come in after the school day and give singing lessons to all children who volunteer for the choir.

In addition plans were finalised for three phases of improvements to the playground which were started over the summer holidays in 2019 – these improvements will consist of an outdoor class room/gazebo, a new activity trail to replace tired playground furniture and landscaping of the slope leading to EYFS classrooms.

The charity has earmarked £20,000 to pay for Phases 1 and 2 during 2019 and hopes that there will be sufficient funds available to complete Phase 3 in the course of 2020.

The incorporation of the parent staff association as a registered charity will enable more efficient and transparent fundraising on behalf of the pupils, opening up new channels for donations such as online sites. It will also make donations tax deductible, which will hopefully encourage more of the community to make donations.

During this period the Trustees met twice, firstly to incorporate the charity and secondly to open a new bank account which introduces more stringent security controls over the way that the charity spends its funds (two Trustees are required to sign off on any expenditure).

Section E**Financial review**

Brief statement of the charity's policy on reserves

The charity aims to retain sufficient money in the account to handle 6 months of expenditure at any time.

Details of any funds materially 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.

The charity raises funds principally through holding fundraising events, these fall into two categories – regular small events which are open to the parents and staff only, and occasional larger events which are open to the wider community.

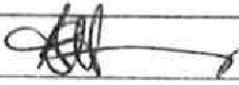
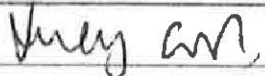
The small events are the weekly sale of tea and cakes (provided as donations by the parents), and the occasional quiz night.

The larger events are the Winter and Summer Fairs, and the Open Day when the school opens up its premises for tours (the school is a Grade 1 listed building, and contains a protected mural by Gordon Cullen).

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)	ALEXANDER HANNAY	Lucy Cook
Position (eg Secretary, Chair, etc)	CHAIR	SECRETARY
Date	3 / 7 / 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**

Charity Name

Friends of Greenside Primary School CIO

**On accounts for the year
ended**

31 August 2019

**Charity no
(if any)**

1182058

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

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

**Responsibilities and
basis of report**

As the charity trustees of the CIO, 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 CIO'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.

Signed:

Date:

28 July 2020

Name:

Mr J R Caladine FCCA CTA FCIE

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

Association of Chartered Certified Accountants

Address:

Caladine Ltd, Chantry House, 22 Upperton Road, Eastbourne BN21 1BF

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 Greenside Primary School

1182058

Receipts and payments accounts

CC16a

For the period
from

15/02/19

To

31/08/19

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 £
A1 Receipts					
Transfer from Parent Staff Association	25,970	-	-	25,970	-
Fundraising Events	7,625	-	-	7,625	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	33,595	-	-	33,595	-
A2 Asset and investment sales, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	33,595	-	-	33,595	-
A3 Payments					
Costs of Charitable Activities	3,130	-	-	3,130	-
Fundraising Costs	1,576	-	-	1,576	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	4,706	-	-	4,706	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	4,706	-	-	4,706	-
Net of receipts/(payments)	28,889	-	-	28,889	-
A5 Transfers between funds					
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	28,889	-	-	28,889	-

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

Category	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash held in the charity bank account	28,889		
	Total cash funds	28,889		

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


Category	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets				

Category	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets				

Category	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use				

Category	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				

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

Signature	Print Name	Date of approval
	VIRGINIE WOSZAK	04/07/20
	ALEXANDER HANNAY	04/7/20