



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Friends of St Stephens

**On accounts for the year
ended**

31 August 2018

**Charity no
(if any)**

1099789

Set out on pages

**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:

12 March 2019

Name:

Andrew Wells

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

FMAAT

Address: 99 Western Road

Lewes

East Sussex BN7 1RS

Section B

Disclosure


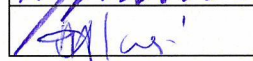
Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

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 £
B1 Cash funds	Bank account	34,216	-	-
		-	-	-
		-	-	-
	Total cash funds	34,216	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Michael Schuman	1/4/19
	MARGARET LLASI	7/05/19



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
01/09/2017

To

Period end date
31/08/2018

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					
Fundraising events	87,486	-	-	87,486	73,465
Sponsorship	12,500	-	-	12,500	17,870
Just Giving donations	43,500	-	-	43,500	14,079
Other donations	-	-	-	-	1,720
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	143,486	-	-	143,486	107,134
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	143,486	-	-	143,486	107,134
A3 Payments					
Costs of fundraising events	18,263	-	-	18,263	10,505
Donations paid	122,582	-	-	122,582	89,879
Independent examination fees	360	-	-	360	558
Just giving administration costs	216	-	-	216	216
Bank charges	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	141,421	-	-	141,421	101,158
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	141,421	-	-	141,421	101,158
Net of receipts/(payments)	2,065	-	-	2,065	5,976
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	32,151	-	-	32,151	26,175
Cash funds this year end	34,216	-	-	34,216	32,151

Trustees' annual report for the period



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Period start date **010117** Period end date **310818**

Charity name **FRIENDS OF ST STEPHENS**

Charity No
(if any) **1099789**

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 OF ST STEPHENS.
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 SUCH AS FAIRS, QUIZ NIGHTS AND MOVIE NIGHTS.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	THE CHARITY IS ESTABLISHED FOR PURPOSES WHICH ARE FOR THE PUBLIC BENEFIT. THEREFORE THE TRUSTEES

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		

FURTHER THIS PURPOSE BY ENSURING THAT ALL CHILDREN BENEFIT FROM FUNDS RAISED.

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	WE INCREASED THE FUNDS COMPARED TO THE PREVIOUS YEAR BY £36K! THE CHARITY'S WORK HAS ALLOWED PUPILS TO RECEIVE EXTRA CURRICULA TEACHING, EXTRA SUPPORT FOR SPECIAL NEEDS, MORE SPORTS AND MUSIC. FUNDS RAISED HAVE ALSO PAID FOR ART WEEK, WHICH HELPS CHILDREN MAKE AND CREATE MODELS FROM RECYCLED MATERIALS.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	RAISED £36K MORE THAN PREVIOUS YEAR.
Performance of fundraising activities against objectives set	Para 1.41	ALL OUR EVENTS RAISED MORE THAN THEY DID LAST YEAR. MORE PARENT INVOLVEMENT ESPECIALLY NEW PARENTS.
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	FINANCIAL SOUND, NO RISK OF BECOMING INSOVENT.
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	OUR CHARITY IS A PTA AND IS THEREFORE CONNECTED TO THE SCHOOL. AS LONG AS THE SCHOOL EXISTS, IT WILL CONTINUE TO EXIST.

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		N/A

Structure, Governance and Management

Description of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	CONSTITUTION UNINCORPORATED CHARITY.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	
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	FRIENDS OF ST STEPHENS SCHOOL
Other name the charity uses	FOSS
Registered charity number	1099789
Charity's principal address	ST STEPHENS 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	MAGGIE ULASI			
2	VICTORIA HAYES			
3	CHARLOTTE CROOKALL			
4	MICHAEL SCHUMM			
5				
6				
7				
8				
9				
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15				
16				
17				
18				
19				
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	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

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 SCHUMM	MAGGIE ULASI
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Position (eg Secretary,
Chair, etc)

HEADTEACHER	TREASURER
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Date

28/2/19.
