



THE FRIENDS OF OUR LADY OF VICTORIES

TRUSTEES REPORT 2018-2019

1. INTRODUCTION

The Friends of Our Lady of Victories Trustees' Report 2018-2019

The Friends of Our Lady of Victories (FOLV) is a charity whose activities are aimed at raising funds for Our Lady of Victories School, a Roman Catholic primary school in Putney in the borough of Wandsworth, London. The funds raised are made available to the school to help fund discretionary items of expenditure.

2. SUMMARY OF YEAR

The Friends of Our Lady of Victories (FOLV) organised a variety of events and other fund-raising enterprises during the year. These raised a total of £61,942.26 this year, an incredible effort by all concerned.

This year, total expenditure amounted to £58,266.25. We continued to increase profits and so, once again, a big majority (91%) of the FOLV expenditure was given over to the school (£52,950). This included funds provided for whole school purposes (£50,134), such as ICT & Classroom Equipment & Enrichment, the rolling Curriculum Equipment & Enrichment programs (Art, Music, Sports, RE, Literacy, Science & Maths) and contribution towards the new air-conditioning units for Y1 & Y2, new security system and some building work. It also included the hire of coaches for the Christmas Pantomime (£1,175). FOLV also covered the costs related to the organisation of the children's school disco (£478). Finally, this included money given directly to the teachers from cake sales (£1,163).

Importantly this year, 43% of school funding went towards ICT and Classroom Equipment & Enrichment. Most notably this year, FOLV funded new all-in one PCs and laptops, new Soundfield system, new cupboards & trays unit, book renewals, carpets, as well as individual class and Science & Maths projects.

FOLV's total Opening Balance was £66,150.57 as at 1st of September 2018 and total Closing Balance was £69,801.58 as at 31st of August 2019.

As ever the activities of FOLV involved the voluntary input of many people. Those directly involved in organising the major fund-raising events put in a huge amount of time and effort in ensuring their success. The trustees of FOLV thank them once again for their continuing and wholehearted support.

This has been a fantastic year for FOLV and we have been delighted to be able to give so much back to the school. Looking ahead, the fundraising measures we have put in place will help towards various projects next year. These include further investments in the Curriculum Enrichment activities & materials as well as OLV school equipment & materials.

3. INCOME

Total income this year amounted to £61,942.26. The majority of our income (61%) derived from the voluntary parental donation scheme (Parental Donations, Employer Matching and Gift Aid). Fund-raising events organised by FOLV contributed 34% of FOLV's total income. The remaining 5% was raised through cake and clothes / second-hand uniform sales as well as EasyFundraising and other sponsoring (Waitrose & Partners Community Matters).

We organised the same number of activities as last year, and continued to focus on more fun, community events vs. fundraising per se – surprisingly again, without reducing our net income nor our net profits. The main fund-raising activities were:

- Cake Sales
- Children's clothes / Second-hand uniform Sales
- Race Night
- Christmas Cards
- Secret Room
- Bingo Night
- Silent Auction
- Summer Party
- Summer Fair
- Parental Donations / Employer Matching Programme / Gift Aid
- EasyFundraising / Sponsoring (Waitrose)

As is customary for the various cake sales, the money raised from cake sales (£1,162.63) was given directly to the teacher for the relevant year group/ department. The total amount raised was £1,192.63 including a £30 income related to the sale of ice-lollies leftover to a parent (accounted as FOLV Income and not redistributed to teachers).

Other fund-raising activities included a children's clothes sale, which generated an income of £459.9. Besides, our usual second hand uniform sales raised £170 this year.

The first major fundraising event of the year was a very successful 'Race Night' held in the school hall in November. It was a great social event with food, a cash bar and lots of laughter. It made an impressive profit of £1,511.53, with demands for more next year!

For our Christmas card project, each child in the school was given the opportunity to design their own Christmas card at home. These were then printed and bought by OLV families, making a profit of £849.77.

The Secret Room, our main Christmas fundraiser, once again proved hugely popular with all of the children and parents. Pupils enjoyed selecting Christmas presents from the myriad of donated items for their parents. This raised a phenomenal £1,348.02.

Our other Christmas event was the ever-popular Carol Concert. This was a very inclusive and festive family evening. It was not a fund-raising event and purely social.

Our 'Bingo' social evening was popular this year again. It was held in the school hall over a hot meal and drinks. It was fun for both staff and parents alike, but the attendance was lower than expected which resulted in a slightly lower profit than the previous year at £983.08.

The Silent Auction continued to be our biggest fundraiser with enormous efforts made to draw high value 'lots'. This is increasingly a remarkable engine for raising money thanks to the introduction of the Jumblebee website (first used in 2016) gaining momentum and allowing people to donate from far and wide, with the fantastic sum of £7,558.85 in profits, the most ever accounted for. This year, we worked slightly differently with Jumblebee and make payments direct to FOLV, which removed part of the fees related to the auction and increased the Silent Auction income. In addition, we manage to find sponsors willing to pay an advertising fee to have their logo added to our Jumblebee webpage (total related income of £250). This year, we decided to launch the auction with a Dads'night out. And as per last year, we ended the Auction with a Mums' Night Out/dinner at a local restaurant. Again, it was a fun way to close the Silent Auction and raise more funds by generating more bids for the Auction at the last minute.

The parents' Summer Party took place at Revolution in Putney. We had a good turnout (93 guests) and everybody seemed to have a good time with nice cocktails, music and buffet food. The profit was a fantastic £1,296.78.

The Summer Fair was a big success. Once again the weather was kind to us this year and it provided the perfect end to the fund-raising year. The race track with little cars, bouncy castle, pirate stand (generously organised/donated by a parent) and various games received high ratings from all of the children and the Hot Dogs and cake stalls were very popular with all. Thanks to the parents' involvement and donations, we raised an impressive profit of £1,753.62. Once again, we also had estate agents boards advertising the fair with Douglas and Gordon's contribution of £1,500. FOLV is extremely grateful to these local estate agents.

This year, we used Classlist again for advertising all of our events and parents were able to buy their tickets online (through FOLV Paypal Charity account), which, we believe, contributed to the great turnout.

We continued to expand the parental monthly giving scheme. New and existing parents were asked to consider setting up a monthly or annual standing order to contribute directly to FOLV. The final figure for the year has grown from last year to an amazing £31,706.47, including all employer/ company gift matching. This year, we focused our efforts on increasing the number of parents using employer matching (we managed to add Barclays Bank, EDF Trading and Deutsche Bank to our list).

We also claimed Gift Aid on the direct Parental Donations that were eligible and on the small cash donations made during our events (Bingo Night). The amount claimed back this year was a brilliant £6,279.30.

Again, our EasyFundraising efforts were less rewarding than last year, only raising £860.13 in profits this year (compared to £1,479.95 in profits two years ago). Easyfundraising.org.uk website allows to shop online and raise money for the school. The advertised retailers then donate a percentage of the sales to FOLV every time parents shop through the portal. FOLV will have to continue the efforts to promote the use of this efficient fund-raising tool to the parents.

This year, we were selected by Waitrose Parsons Green to be supported through their Community Matters scheme and received a cheque of £150.

4. EXPENDITURE

This year, total expenditure amounted to £58,266.25.

91% of FOLV expenditure was given over to the school (£52,949.54) and 7.5% was related to the costs of running the various events. The remaining 1.5% was linked to various costs (bank/Insurance costs, general costs, Y6 Subsidy/gifts).

The main items of net expenditure were:

1) Contributions to the school

- ICT Equipment and Enrichment
- Classroom Equipment & Enrichment (including new air-conditioning for Y1 & Y2)
- RE, Literacy, Science & Maths Equipment & Enrichment
- Sports Equipment and Enrichment (Chelsea Football club lunchtime)
- Security system, building work, Fixtures & Fittings
- Transport subsidy (coaches for Christmas Pantomime)
- Playground Equipment & Enrichment
- Music Equipment & Enrichment
- Entertainment (Children's discos)

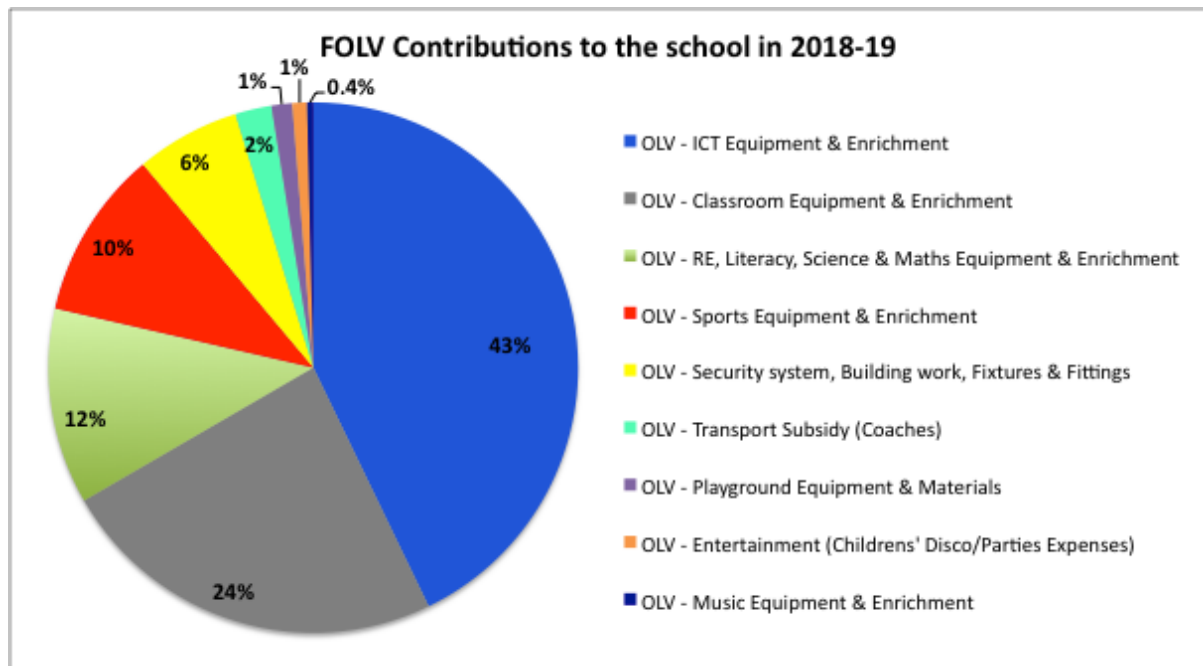
2) Costs related to events

- Costs of running various events
- Carol concert

3) Various Costs

- General costs
- Gardening costs
- Retirement Gifts
- Y6 Leavers' subsidy / Gifts

1) Contributions to the school



The biggest item of expenditure (43%) this year was undoubtedly in the **ICT Equipment and Enrichment** area. FOLV funded new all-in-one PCs and laptops for the ICT suite. It cost a total of £22,676.

Another important part of funding (24%) went towards **Classroom Equipment & Enrichment** (£12,611 / including the cake sales profit going directly to the teachers). It covered the cost of the new air-conditioning units for Y1 and Y2 classrooms. Also, the Headteacher, Ms Madden, has continued the rolling programme of classroom refurbishment with the FOLV funds. The projects included (a) new cupboards/ tray units (b) new carpet for Y6. Besides, FOLV helped funding the new Soundfield system.

12% of FOLV funding (£6,326) went towards **RE, Literacy, Science & Maths Equipment & Enrichment** (Including Individual class projects, Science Fair equipment, Science week, Science & Maths show and workshops for all year groups, Power of one bullying workshops, Faith workshop, huge book renewal program – especially for Y1, Saints books and child friendly bibles, National Theatre workshops as part of OLV's enrichment programme). FOLV also contributed towards the subscription costs for various educational applications (Reading Eggs, EasiMaths...).

10% of funding was used to cover the cost of the **Chelsea Football lunchtime club** and some PE resources (total amount of £5,450).

6% of funding went towards a contribution to the new **security lobby doors**, various **building work** (Including new toilets for Reception class) **and a new boiler** with a total contributed amount of £3,370.

2% of funding was used for **transport subsidy** (coaches for Christmas Pantomime). The total amount spent on coach transport this year was £1,175.

1% of FOLV funding was used for new **Playground Equipment and Materials** (total of £668, mainly for Reception class this year).

Finally, 0.4% went towards **Music** this year (a total of £196 for new Music Stave whiteboards, of which £124 was funded from the Sports Day cake sale).

In the summer, FOLV organised two **discos for the children at the school** – one for the Infants and one for the Juniors. These events, as always, were a big hit with the children and cost a total of £478.

2) Costs related to events

Other expenses were for the costs of running our various events, including (i) For the Race and Bingo Nights, the costs were mainly food and alcohol totalling £298.65 and £315.46 respectively. (ii) The costs of the Parents' Summer Party were mainly the venue and food with a total expenditure of £1,045.32. (iii) For the Summer Fair, the main expenditures were the bouncy castle, race track with cars, Prosecco, materials for cookies decoration, totalling £317.06. (iiii) The costs related to the Silent Auction were linked to the use of the Jumblebee website (Jumblebee global fee) with a total amount of £303.48.

Also, the costs of the Carol Concert remained low at £100.00.

3) Various costs

Two smaller expenses included the annual insurance for all FOLV sponsored events and CAF Bank charges. These costs together came to £165.

As is the case each year, FOLV funded a "Thank you" cake (£90), which was given to the teachers before May half term after the SATs exams.

FOLV donated £104.90 towards the costs of two jasmine plants for the main playground this year whilst volunteers helped to maintain the planting areas, and created a wonderful outdoor learning space in the Reception playground.

FOLV founded retirement gifts (Champagne and flowers) for the former Headteacher Mrs McDonald and the Music teacher Mrs Melvin for £82.98 and a Virgin Mary statue dedicated to Mrs McDonald was also donated for the main playground for £352.17.

Finally, FOLV subsidised the Y6 Leavers this year for £75.

Many volunteers also contributed by paying for expenditures that would have otherwise been incurred by FOLV. We are hugely grateful.

5. OTHER MATTERS

The accounts have been independently examined on 17th of September 2019. The AGM was held on 30th September 2019. The accounts were fully approved. The outgoing board was thanked for their time and efforts and the new FOLV committee was elected unopposed. The new members are Aoife Malone (Chairman), Melanie Piragibe Quini (Treasurer), Paul Hughes, Ewa Zdunska, Tara Hopkins and Catherine Tweedie.

The FOLV financial year has been successfully amended in the FOLV's constitution to 1st September - 31st August. The AGM will be now held by 31st October.

6. SUMMARY OF ACCOUNTS

Statement of Income and Expenditure

FOLV Summary of Income and Expenditure				
Description	2018/19	2017/18	2016/17	2015/16
Opening Balance CAF Bank	66,125.57	37,968.07	30,007.61	6,946.49
Cash in hand	25.00	25.00	25.00	25.00
Total Opening Balance	66,150.57	37,993.07	30,032.61	6,971.49
Income	2018/19	2017/18	2016/17	2015/16
Bag 2 School/Canvas shopping bags			-	1,595.00
Bank Interest			-	-
Cake Sale - Haiti Appeal			-	-
Cake Sales + Watermelon	1,192.63	1,751.35	1,192.70	1,146.84
Carol Concert			-	-
Christmas Cards	2,383.00	2,074.50	2,302.00	1,814.50
Christmas Fair - Raffle			-	-
Christmas Products (Reindeer 09, Wreaths 08, Aprons 07)			-	-
DVD Sales			842.00	90.00
Easter Egg Raffle			-	-
Easyfundraising	860.13	975.28	1,479.95	1,306.78
Family Fun Day/Sponsored Walk			-	387.00
Gift Aid	6,279.30	6,591.46	6,148.94	4,157.60
MdS (marathon) sponsorship			-	-
Northbrook			-	871.74
Other (Yellow Moon, Waitrose, chq w/o, Misc., Aviva)	150.00	300.00	465.09	-
Parental Donations	26,646.84	23,722.76	22,078.96	24,094.76
Parental Donations - Employer Matching only	5,059.63	3,481.22	3,233.84	1,227.83
Profit from Christmas Fair - general			-	-
Quiz Night/ Bingo Night (2017-18 & 18-19)	1,298.54	1,493.99	1,510.00	1,018.50
Race Night -> Murder Mystery	1,810.18	1,067.60	1,130.00	1,878.51
Recipe Books			-	-
Rock's Lane Football Tournament			-	-
Second Hand Uniform / clothes Sale	629.90	204.75	157.00	49.00
Secret Room	1,362.00	1,580.90	1,610.30	1,459.00
Silent Auction	7,838.00	6,453.00	7,341.00	4,733.40
Silent Auction / Mums Night Out	519.33	832.58		
Summer Fair	2,070.68	2,397.70	2,243.95	2,414.86
Summer Fair - Estate Agents Boards	1,500.00	1,500.00	-	1,420.00
Summer Fair - Late FY2016/17 Estate Agents Boards		1,500.00		
Summer Party	2,342.10	3,034.20	2,190.00	2,432.00
Summer Party - Late Previous year			228.00	
Tea Towels			-	-
Wine Tasting Evening			-	-
Total Income	61,942.26	58,961.29	54,153.73	52,077.32

Expenses/Disbursements	2018/19	2017/18	2016/17	2015/16
Bag 2 School/Canvas shopping bags			-	1,155.00
Banking Expenses	60.00	59.99	50.00	49.20
Cake Sales + Sports Day costs (Watermelon...)	1,187.12	1,636.50	1,071.26	1,146.84
Carol Concert	100.00	116.00	50.00	25.60
Christmas Cards	1,533.22	1,471.38	1,543.38	1,209.48
DVD costs			-	-
Easter Raffle Expenses			-	-
Family Fun Day/ Sponsored Walk Expenses			-	16.80
FOLV General Costs (New Lighting system)		184.58		
FOLV Insurance	105.00	105.00	101.00	96.00
FOLV Website			-	-
Gardening Costs	104.90		148.36	151.19
Gifts/Donations	90.00	52.50	-	-
Megaphone			-	-
Northbrook			-	672.28
OLV - Classroom Equipment & Enrichment	11,572.40	2,872.30	13,800.00	11,537.00
OLV - Arts Equipment & Enrichment			4,750.00	925.00
OLV - ICT Equipment & Enrichment	22,676.00	9,486.35	6,640.00	
OLV - Music Equipment & Enrichment (FY16/17 incl in Arts)	71.94		-	100.00
OLV - RE, Literacy, Science & Maths Equipment & Enrichment	6,325.83	2,307.83	1,225.00	
OLV - Sports Equipment & Enrichment	5,449.95		11,770.00	1,313.00
OLV - Playground Equipment & Materials	667.78	670.35	-	1,300.00
OLV - Playground Resurfacing			-	5,350.00
OLV - Security system, Building work, Fixtures & Fittings	3,370.00	3,676.00		
OLV - Transport Subsidy (Coaches)	1,175.00	3,485.00	1,291.00	1,180.00
OLV - Entertainment (Childrens' Disco/Parties Expenses)	478.01	472.06	444.32	415.88
Other (Retirement Gifts)	435.15		-	-
Quiz Night/ Bingo Night (2017-18 & 18-19)	315.46	356.31	659.60	105.55
Race Night -> Murder Mystery	298.65	474.29	207.43	129.40
Recipe book costs			-	-
Rocks Lane Football Tournament			-	-
Secret Room	13.98		39.36	73.79
Silent Auction	303.48	427.69	529.25	200.00
Silent Auction / Mums Night Out	495.00	832.58		
Summer Fair - Late FY2015/16			177.04	
Summer Fair	317.06	362.85	446.27	227.58
Summer Fair -Late FY2016/17		32.85		
Summer Party	1,045.32	1,424.06	1,175.00	1,407.77
Summer Party -Late FY2016/17		222.32		
Tea Towel Expenses			-	-
Wine Tasting Expenses			-	-
Year 6 Leavers Subsidy	75.00	75.00	75.00	
Total Disbursements/Expenses	58,266.25	30,803.79	46,193.27	28,787.45
Closing Balance	69,801.58	66,150.57	37,993.07	30,261.36

SUMMARY OF ACCOUNTS 1st Sep 2018 - 31st Aug 2019

FOLV Summary of Income and Expenditure	
Description	2018/19
Opening Balance CAF Bank	66,125.57
Cash in hand	25.00
Total Opening Balance	66,150.57
Income	2018/19
Bag 2 School/Canvas shopping bags	
Bank Interest	
Cake Sale - Haiti Appeal	
Cake Sales + Watermelon	1,192.63
Carol Concert	
Christmas Cards	2,383.00
Christmas Fair - Raffle	
Christmas Products (Reindeer 09, Wreaths 08, Aprons 07)	
DVD Sales	
Easter Egg Raffle	
Easyfundraising	860.13
Family Fun Day/Sponsored Walk	
Gift Aid	6,279.30
MdS (marathon) sponsorship	
Northbrook	
Other (Yellow Moon, Waitrose, chq w/o, Misc., Aviva)	150.00
Parental Donations	26,646.84
Parental Donations - Employer Matching only	5,059.63
Profit from Christmas Fair - general	
Quiz Night/ Bingo Night (2017-18 & 18-19)	1,298.54
Race Night -> Murder Mystery	1,810.18
Recipe Books	
Rock's Lane Football Tournament	
Second Hand Uniform / clothes Sale	629.90
Secret Room	1,362.00
Silent Auction	7,838.00
Silent Auction / Mums Night Out	519.33
Summer Fair	2,070.68
Summer Fair - Estate Agents Boards	1,500.00
Summer Fair - Late FY2016/17 Estate Agents Boards	
Summer Party	2,342.10
Summer Party - Late Previous year	
Tea Towels	
Wine Tasting Evening	
Total Income	61,942.26
Expenses/Disbursements	2018/19
Bag 2 School/Canvas shopping bags	
Banking Expenses	60.00
Cake Sales + Sports Day costs (Watermelon..)	1,187.12
Carol Concert	100.00
Christmas Cards	1,533.22
DVD costs	
Easter Raffle Expenses	
Family Fun Day/ Sponsored Walk Expenses	
FOLV General Costs (New Lighting system)	
FOLV Insurance	105.00
FOLV Website	
Gardening Costs	104.90
Gifts/Donations	90.00

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Megaphone	
Northbrook	
OLV - Classroom Equipment & Enrichment	11,572.40
OLV - Arts Equipment & Enrichment	
OLV - ICT Equipment & Enrichment	22,676.00
OLV - Music Equipment & Enrichment (FY16/17 incl in Arts)	71.94
OLV - RE, Literacy, Science & Maths Equipment & Enrichment	6,325.83
OLV - Sports Equipment & Enrichment	5,449.95
OLV - Playground Equipment & Materials	667.78
OLV - Playground Resurfacing	
OLV - Security system, Building work, Fixtures & Fittings	3,370.00
OLV - Transport Subsidy (Coaches)	1,175.00
OLV - Entertainment (Childrens' Disco/Parties Expenses)	478.01
Other (Retirement Gifts)	435.15
Quiz Night/ Bingo Night (2017-18 & 18-19)	315.46
Race Night -> Murder Mystery	298.65
Recipe book costs	
Rocks Lane Football Tournament	
Secret Room	13.98
Silent Auction	303.48
Silent Auction / Mums Night Out	495.00
Summer Fair - Late FY2015/16	
Summer Fair	317.06
Summer Fair -Late FY2016/17	
Summer Party	1,045.32
Summer Party -Late FY2016/17	
Tea Towel Expenses	
Wine Tasting Expenses	
Year 6 Leavers Subsidy	75.00
Total Disbursements/Expenses	58,266.25
Closing Balance	69,801.58

Independent examiner's report to the trustees of The Friends of Our Lady of Victories School

I report on the accounts of the Trust for the year ended August 31st 2019, which are set out in the FOLV Income & Expenditure attached for 2018/2019 only.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed,



Name: Joy Stevens _____

Relevant professional qualification: ACA _____

Address: Parent at Our Lady of Victories School

2 Rossdale Road SW15 1AD _____

Date: 17/09/2019 _____