



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 September 2015 To 31 August 2016

Charity name: Friends of Westbury School

Charity registration number: 1148488

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Developing effective relationships between staff, parents and others associated with Westbury-on-Severn CE Primary School; and to support the school and advance the education of the pupils.
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	Raising funds; making grants to the School; paying the costs of carrying out the charity's work.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In setting our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's public benefit guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Our current policy is to reserve £1,000 of funds donated to the School as a contribution to the School's Capital Fund. We also purchase each year Christmas and Mother's Day gifts for the children, souvenir gifts for Reception and Y6 leavers and a leavers' meal. All other grants to the School are made on a case-by-case basis in response to requests from the School.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers undertake all the work of the charity, and all trustees are volunteers.

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	In this year the charity raised £4234 net of fundraising and direct costs, and donated £3094 to the School. Donations were made for the School's Capital Fund (£1,000), the purchase of Forest School equipment and robotics Lego, equipment for the Early Years Foundation Stage outside area (£1,000), and the usual regular donations (see policy on grant-making). The donation to the Capital Fund enabled the School to draw down additional funds from other sources and complete repairs and redecoration to the Hall and Classrooms 1 and 2. EYFS equipment purchased with FWS funds included new storage sheds, new water trays, a water tower, a sand pit and other resources.

Additional information (optional)

You may choose to include further statements where relevant about:

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

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the period the charity held £4,028, an increase of some £1,000 on the previous year end.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	This year, £2,500 was held in reserve for a promised grant to the School in autumn 2016 for tinting the Hall windows; and £1,000 for the Capital Fund grant in autumn 2016.
Amount of reserves held	Para 1.22	£3,500.
Reasons for holding zero reserves	Para 1.22	-
Details of fund materially in deficit	Para 1.24	-
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	-

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	All funds derive from fund-raising activities and donations.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
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	Trustees/Committee members are elected at the AGM. Nominations for election may be made by any Member of the association. See section 6 of the Constitution. Members of the Association are parents, guardians or carers of any pupil currently attending the school; teaching and non-teaching staff currently employed by the school; and any person over the age of 18 wishing to offer appropriate support or help to the school and who is accepted by the Committee as a Member.

Additional information (optional)

You may choose to include further statements where relevant about:

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 Westbury School
Other name the charity uses	Friends of Westbury-on-Severn School
Registered charity number	1148488
Charity's principal address	Westbury-on-Severn C E Primary School, The Village, Westbury-on-Severn Gloucestershire GL14 1PA

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	Sue Hughes	Chair		
2	Debbie Hill	Secretary		
3	Nicola Donlon	Treasurer		
4	Andrea Till			
5	Nicola Edginton			
6	Lydia Redding			
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Corporate trustees – names of the directors at the date the report was approved

Director name		
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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

-

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)		
Full name(s)	Susan E Hughes	Debbie Hill
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date		