

**FRIENDS OF ROWAN ASSOCIATION**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2008**

# **FRIENDS OF ROWAN ASSOCIATION**

## **Report of the Trustees**

**For the Year Ended 31 December 2008**

### **STATUS**

The Friends of Rowan Association is an unincorporated association and a registered charity (No.1058466) whose constitution is ruled by the governing document adopted on 7 February 1996.

### **CHARITABLE OBJECTS**

The object of the charity is to advance the education of the pupils at Rowan Preparatory School by providing and assisting in the provision of facilities for education at the School.

### **ANNUAL REVIEW**

The year's fundraising has once again been successful especially the bi-annual May Ball which raised £12,491.

During the year gifts totalling £33,200 were made to the school.

The main gifts comprised of : £24,941 on the school minibus, £5,515 on violins and cello's for the Brae, £677 on a digital camera and the balance on library books, playground equipment, sports, music and maths equipment.

### **TRUSTEES**

Changes to the trustees during the year ended 31 December 2008 are shown below:

Mrs Fiona Austen – Chairwoman – resigned 26 February 2008

Mrs Tisha Davda – Treasurer – resigned 26 February 2008

Mrs Lois Kerrison – Secretary – resigned 26 February 2008

Mr Warren Vick – Chairman – appointed 26 February 2008

Mrs Rowena Mytton – Treasurer – appointed 26 February 2008

Mrs Sara Flemons – Secretary – appointed 26 February 2008 – resigned 1 September 2008

Mrs Fiona Jordan – Interim Secretary – appointed 1 September 2008

# FRIENDS OF ROWAN ASSOCIATION

## Report of the Trustees

For the Year Ended 31 December 2008

### TRUSTEES RESPONSIBILITIES

Law applicable to Charities in England and Wales requires the trustees to prepare accounts for each financial year, which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year.

In preparing the accounts the trustees should follow best practice and

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law and regulations. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### INDEPENDENT EXAMINER

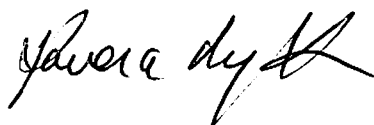
David Etherington FCA, has been appointed to hold office as independent examiner.

This report was approved on behalf of the Trustees on

Signed: Mr Warren Vick



Mrs Rowena Mytton



# **FRIENDS OF ROWAN ASSOCIATION**

## **Independent Examiner's report to the Trustees**

For the year ended 31 December 2008

I report on the accounts of the Association for the year ended 31 December 2008, which are set out overleaf.

### **Respective responsibilities of the trustees and examiner**

The charity's trustees are responsible for the preparation of accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is required. It is my responsibility to:

- Examine the accounts (under section 43(3)(a) of the 1993 Act);
- To follow procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- 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 Commissioners. 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, seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **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 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Acthave 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.

David Etherington FCA  
31 The Ridge  
Surbiton  
Surrey  
KT5 8HU

# FRIENDS OF ROWAN ASSOCIATION

## 2008 ANNUAL ACCOUNTS

### Income and Expenditure account

<b>Income</b>	<b>2008</b>	<b>2007</b>
	£	£
Subscriptions	886	1,390
Interest on deposit account	331	487
Other Income/ Donations	0	0
	<u>1,217</u>	<u>1,877</u>
<b>Fund-raising (net of expenses)</b>		
May Ball 2008	12,491	0
May Fair	0	6,474
Christmas Fair (including wrapping paper)	2,654	3,910
Autumn Social	1,323	928
Ladies Lunch	1,207	1,041
Rowan Calendar and Cards	388	331
Secondhand Uniform Sales	814	505
Sports Day	343	89
Shopping night	1,476	0
Children's Disco	768	880
	<u>21,464</u>	<u>14,158</u>
<b>Expenditure</b>		
New Parents evening	0	47
Sundry (including AGM )	155	337
Deposit for Ladies lunch paid 2006 recognised in 2007	0	(800)
Deposit for ladies lunch 2009	250	250
Deposit for 2008 May ball	0	818
	<u>405</u>	<u>652</u>
<b>EXCESS OF INCOME OVER EXPENDITURE</b>	<u>£22,276</u>	<u>£15,383</u>

# FRIENDS OF ROWAN ASSOCIATION

## 2008 ANNUAL ACCOUNTS

<b>FUND ACCOUNT</b>	<b>2008</b>	<b>2007</b>
	£	£
Balance of fund as at 1 January	24,467	24,524
Excess of Income over Expenditure	<u>22,276</u>	<u>15,383</u>
	46,743	39,907
Gifts to school	33,200	15,440
<b>BALANCE OF FUND AS AT 31 DECEMBER</b>	<u><u>£13,543</u></u>	<u><u>£24,467</u></u>
<b>REPRESENTED BY:</b>		
Current account	6,202	10,991
Deposit account	<u>7,341</u>	<u>13,476</u>
	<u><u>£13,543</u></u>	<u><u>£24,467</u></u>
	0	

Signed:

Date: 3<sup>rd</sup> March 2009

Mrs Rowena Mytton  
Treasurer