

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL

**ACCOUNTS FOR THE YEAR ENDED
31 AUGUST 2020**

REGISTERED CHARITY 504033

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020
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**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

TRUSTEES' REPORT

1. Objectives and Activities

The Friends of Fort Royal Community Primary School Charity was established to advance the education of pupils at the school by providing, and assisting in the provision of facilities for education not normally funded by the local authority.

During the year, the Charity has raised funds through collections, raffles, sponsored events and donations and grants.

During the year, funds were raised by the school to buy resources for the pupils, in particular to improve outdoor learning and sensory facilities.

The trustees have complied with the duty in Section 17 (5) of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

2. Achievements and Performance

This year has been a strange and difficult time for everyone. This Charity, like so many, has had to adapt and change. Many organisations and individuals have supported us wholeheartedly and the Trustees would like to say a huge 'Thank you' to them all.

The Asda Santa fundraising event over two weekends in December raised £1750, thanks to the incredible efforts of the Independent Fundraisers of Worcester and volunteers from the Friends of Fort Royal School. With great sadness, we do have to report the closure of the Independent Fundraisers of Worcester Charity, a casualty of the Covid-19 pandemic, due to the constraints now put on many fundraising activities. The Trustees are indebted to them all for their commitment to us and all the help that we have received from them over the past five years. The many thousands of pounds they have raised for the benefit of children at Fort Royal have had an enormous impact on their learning and wellbeing.

A positive to come out of these last difficult months is that the Charity has facilitated the development of many new ways of working with the children at Fort Royal. The Time To Be Seen project funded by the National Lottery Community Fund and being delivered in collaboration with C & T, a Worcester-based company which specialises in creative learning, has made a huge impact on the life of the school, parents, children and staff, particularly during the lockdown. Virtual tours, online learning, storytelling and graphics, using Augmented Reality, Virtual Reality headsets and GPS activities around the school have all come into play during the year. We even held a Zoom conference to update external professionals on the project and welcomed attendees from around the world to hear about the new opportunities being created for the year's topics: 'Splish, Splash, Splosh', 'Our World' and 'James and the Giant Peach'. We are pleased to report that the project will continue to innovate and extend the children's learning experiences in the coming year.

We have been able to spend a significant amount this year on our 'Wish List', individual items and resources that the staff requested for their classroom to assist their children with their learning, or specialised pieces of equipment for use by individual children and which cannot be provided within the school's budget. We have also been able to support the school with a grant to convert the log cabin into a new sensory learning space, and another grant to set up a new sensory learning library, an idea which came about when the children were being home schooled during the lockdown and staff were lending out resources to support families.

Opportunities for fundraising in the coming year will be extremely challenging but as ever, we will look to do the best we can and offer as much support to the school as we possibly can to improve the education and lives of all the children at Fort Royal, whatever their needs and challenges.

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

TRUSTEES' REPORT

3. Financial Review

The bank balance as at 31st August 2020 was £11,521, of which a deficit of £801 was incurred for the Time To Be Seen project pending receipt of the next instalment of £34,290. Other restricted funds for specific projects have now been spent apart from £300 for a snuggle pod and £223 for visiting musicians, a project which was not possible to complete during this financial year due to Covid-19 restrictions. At the end of the financial year two large grants were made to the school: £8,000 to convert the log cabin in the grounds to a new sensory area and £5,000 to create a resource lending library for parents.

Unrestricted funds accumulated by general fundraising activities show an end of year balance of £11,799, in spite of some expenditure (£6,812) on the 'Wish List'.

Next year, a decline in available grant funding and donations is expected, due to the difficult economic situation in which our next financial year 2020-21 started and this will be a significant factor throughout 2020-21 at the very least. Therefore, the Trustees' future plans will be to utilise these unrestricted reserves in addition to any income, to purchase much-needed resources for the school since there is no gain to be made from saving cash at the bank.

4. Structure, Governance and Management

The Charity's governing document is the constitution dated 1st September 2007. Under the terms of the constitution the Friends of Fort Royal Community Primary School is a Registered Charity (number 504033) and is associated with Fort Royal Community Primary School. There is no minimum or maximum number of trustees. The Charity's constitution sets out the make-up of the committee. *(The Charity is independent from the school and should not be regarded as an agent).*

The Charity is unincorporated.

5. Reference and Administrative Details

The Charity is named the Friends of Fort Royal Community Primary School. It is registered with the Charity Commission for England and Wales with registration number 504033.

Any correspondence should be addressed to:

The Trustees
Friends of Fort Royal Community Primary School
c/o Fort Royal School
Wylde Lane
Worcester
WR5 1DR

Trustees are:

Mr E Francis
Mrs M Jones
Mrs E Byrne

The Charity's treasurer is Mrs H Simmons and Mrs M Jones is the named contact person.

All trustees and officials give their time voluntarily and claim no remuneration or other benefits.

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

TRUSTEES' REPORT

Related party transactions:

The following committee members are related parties in the following respects:

- Mr E Francis is the Headteacher of Fort Royal Community Primary School.
- Mrs M Jones is the Grants Administrator at Fort Royal Community Primary School and receives monthly salary payment of £500 per month to manage the Time To Be Seen project funded by the Lottery Grant. This expenditure was budgeted as part of the funding application and was agreed by all parties.

None of the related parties otherwise receive any payment or expenses from the Charity.

Apart from cash at bank, the Charity holds no assets, and has no employees.

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the financial activities for that period.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the trustees:



Date: 16/11/20

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2020**

	Restricted Funds £	Unrestricted Funds £	TOTAL 2020 £	TOTAL 2019 £
Income from:				
Grants and donations	35,715	11,070	46,785	93,684
Total incoming resources	35,715	11,070	46,785	93,684
Expenditure on:				
Raising funds	-	35	35	2,294
Charitable activities	82,890	6,812	89,702	55,304
Administration	-	110	110	255
Total resources expended	82,890	6,957	89,847	57,853
Net income/(expenditure)	(47,175)	4,113	(42,972)	35,831
Fund opening balances	46,898	7,685	54,583	18,752
Funds carried forward	(277)	11,798	11,521	54,583

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL

BALANCE SHEET AT 31 AUGUST 2020

	2020	2019
	£	£
CURRENT ASSETS		
Cash at bank	11,521	54,583
	<u>11,521</u>	<u>54,583</u>
NET ASSETS	<u>11,521</u>	<u>54,583</u>
REPRESENTED BY:		
Restricted funds	(277)	46,898
Accumulated funds - restricted	11,798	7,685
TOTAL FUNDS	<u>11,521</u>	<u>54,583</u>

Bank Reconciliation

Opening bank balance	£54,583	
Total income	£46,785	
Total expenditure	£89,847	
Closing balance	<u>£11,521</u>	
Closing bank balance	<u>£11,521</u>	per bank statement 31 August 2020

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2020**

1. ACCOUNTING POLICIES

Basis of preparation

The Trustee Board has decided to prepare these accounts on a cash basis (receipts and expenditure through the bank account). This choice has been available under Charity Commission regulations regarding drafting of accounts for Charities. Accruals did not arise during the year apart from one exception: funds of £102,870 are expected from the Big Lottery Fund over the next two financial years.

2. INCOMING RESOURCES

	Restricted Funds £	Unrestricted Funds £	Total 2020 £	Total 2019 £
Fundraising events	-	-	-	6,030
Donations	1,425	8,919	10,344	16,895
Lottery Community Fund	34,290	-	34,290	65,580
Other grants and donations	-	2,151	2,151	2,179
Total incoming resources	35,715	11,070	46,785	93,684

3. RESOURCES EXPENDED

Purchase of resources	11,597	6,812	18,409	22,918
Lottery project	71,293	-	71,293	32,386
Insurance	-	110	110	105
Accountancy fee	-	-	-	150
Fundraising events	-	35	35	2,294
Total resources expended	82,890	6,957	89,847	57,853

Notes to the accounts:

The Big Lottery Fund grant total is £205,740. This will be paid over 3 years via instalments twice per year. During the financial year 2019-20, one payment of £34,290 was received, a further instalment having been received at the very end of the previous financial year.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Charity for the year ended 31 August 2020 which are set out in pages 1 to 8.

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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and the Charities SORP (FRS102);
- 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 the matters set out in the statement below.

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.

Name: Jean Colley

Address: Autumn Cottage
Sandlin
Leigh Sinton
Worcs
WR13 5DN

Relevant professional qualification or body (if any):

Date: 25/10/2020

Signature 