

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

**ACCOUNTS FOR THE YEAR ENDED  
31 AUGUST 2022**

**REGISTERED CHARITY 504033**

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022  
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# FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

## 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 fundraising events, 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

Once again, this year has been a strange and difficult time for everyone, certainly for the first six months of the school year when Covid restrictions continued to have an impact. As before, everyone rose to the occasion and many organisations and individuals supported us wholeheartedly and the trustees would like to say a huge thank you to each and every one of them.

It has been heartening to welcome new parents to the Friends of Fort Royal meetings and I sincerely hope that by word of mouth and reassurance that, "no you won't have to do everything " more people will engage with us. We held Zoom meetings instead of face-to-face contact and virtual fund-raising events instead of our usual get togethers, all of which were made possible by the immense support from parents, friends, relatives and colleagues from our local community in helping provide the prizes. Another somewhat tricky virtual disco was held, dancing in our own homes with pretty lights trying to keep within the camera lens range so that all our friends could see us and we them, but a huge amount of fun!

Our grateful thanks to Sanctuary Housing, who provided the funding to purchase party packs for each of the 21 classes and nursery children, enabling them to enjoy the Christmas festivities once again in their bubbles while virtual Santa made an appearance courtesy of Collar & Tie, our partners in the Time to be Seen project funded by the National Lottery. This three-year project, delivered in collaboration with C&T's Paul Sutton and Max Dean, ended in March. The project gave the school staff and children the opportunity to work with ground breaking technology, introduced new ways of working and will continue to innovate and extend the children's learning experiences over the coming years. Our grateful thanks to the National Lottery board, all the staff at C&T, to our headteacher and senior leadership team along with all the staff at Fort Royal who embraced this project from the beginning. In June we were able to invite a number of local councillors, past and present mayors of Worcester and representatives of local companies and organisations who were involved in the project from the beginning to a showcase event. This was an opportunity to view what we had achieved over the past three years but also to thank them for their support and generosity and give them a delicious lunch prepared by our school chef, Nick .

During the year we have been able to provide a grant to the school totalling £19,000 . This to help purchase new equipment to supplement the sensory lending library and set up the two new sensory rooms which are being adapted. New musical instruments for every class were also bought and a significant amount of money was spent on our Wish List that staff requested for their classrooms to assist their children with their learning or specialised pieces of equipment for use by individual children. Our thanks to the Worcester Masonic Charity, Sixmasters Charity, Jacob

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### TRUSTEES' REPORT

Ludlow's family, Platform Housing, Tom Leaman, Droitwich Lions, the Prime Foundation, Worcester Round Table and all our generous families for enabling us to make these much-needed grants.

Margaret Jones  
on behalf of the Trustees

#### 3. Financial Review

The bank balance as at 31<sup>st</sup> August 2022 was £2,752.91. The Time to be Seen project, funded by the National Lottery, is now complete and the grant fully spent. Restricted funds for specific projects have now been spent apart from £1,367 to provide sustainability for the sensory resource lending. During the year, a grant of £2,000 was made to the school to purchase sensory equipment for the lending library.

Unrestricted funds accumulated by general fundraising activities show an end of year balance of £1,385. A grant of £17,000 was made to the school to provide sensory equipment for two new rooms. Other expenditure was concentrated on the school's 'Wish List' and resources for the Christmas and Jubilee celebrations events.

Next year, the increasingly difficult economic situation is expected to impact much more significantly on income. The Trustees are extremely grateful for the continuing loyalty and generosity of parents, relations and friends of the school, but mindful that fundraising will be much tougher over the next few years.

#### 4. Structure, Governance and Management

The Charity's governing document is the constitution dated 1<sup>st</sup> 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.

Mrs Margaret Jones resigned as a Trustee on 2<sup>nd</sup> November 2021. Mr Richard Leese was appointed as a Trustee on 17<sup>th</sup> October 2021.

#### 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  
Wylds Lane  
Worcester WR5 1DR

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

TRUSTEES' REPORT

Trustees are:

Mr E Francis  
Mrs M Jones (until 2/11/21)  
Mrs E Byrne  
Mr R Leese (from 17/10/21)

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.

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: 2-11-22.

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 AUGUST 2022

	Restricted Funds £	Unrestricted Funds £	TOTAL 2022 £	TOTAL 2021 £
Income from: (Note 2)				
Grants and donations	37,601	11,078	48,679	90,265
Total incoming resources	37,601	11,078	48,679	90,265
Expenditure on:				
Raising funds	-	164	164	406
Charitable activities	41,776	21,252	63,018	83,888
Administration	-	116	116	111
Total resources expended	41,776	21,532	63,308	84,405
Net income/(expenditure)	(4,175)	(10,454)	(14,629)	5,860
Fund opening balances	5,542	11,839	17,381	11,521
Funds carried forward	1,367	1,385	2,752	17,381

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL

BALANCE SHEET AT 31 AUGUST 2022

	2022	2021
	£	£
CURRENT ASSETS		
Cash at bank	2,752	17,381
	<u>2,752</u>	<u>17,381</u>
NET ASSETS	<u>2,752</u>	<u>17,381</u>
REPRESENTED BY:		
Restricted funds	1,367	7,613
Accumulated funds - unrestricted	1,385	9,768
TOTAL FUNDS	<u>2,752</u>	<u>17,381</u>
<u>Bank Reconciliation</u>		
Opening bank balance	£17,381	
Total income	£48,679	
Total expenditure	£63,308	
Closing balance	<u>£2,752</u>	
Closing bank balance	<u>£2,752</u>	per bank statement 31 August 2022

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2022**

**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..

**2. INCOMING RESOURCES**

	Restricted Funds £	Unrestricted Funds £	Total 2022 £	Total 2021 £
Fundraising events	-	959	959	2,541
Donations	3,311	8,584	11,895	17,978
Lottery Community Fund	34,290	-	34,290	68,580
Other grants and donations	-	1,535	1,535	1,166
<b>Total incoming resources</b>	<b>37,601</b>	<b>11,078</b>	<b>48,679</b>	<b>90,265</b>
<b>3. RESOURCES EXPENDED</b>				
Purchase of resources	8,245	21,252	29,497	9,148
Lottery project	33,531	-	33,531	66,124
Insurance	-	116	116	111
Accountancy fee	-	-	-	-
Fundraising events	-	164	164	406
<b>Total resources expended</b>	<b>41,776</b>	<b>21,532</b>	<b>63,308</b>	<b>84,405</b>

**Notes to the accounts:**

The Big Lottery Fund grant total is £205,740, paid in six-monthly instalments over three years. During the financial year 2021-22, the final instalment of £34,290 was received.

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Charity for the year ended 31 August 2022 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: 21-9-2022

Signature

