

# FRIENDS OF HARFORD MANOR SCHOOL

England & Wales · Charity number 1013842

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1992-08-25

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Harford Manor School  
43 Ipswich Road  
Norwich  
NR2 2LN

**Phone** 01603451809

**Email** [FRIENDSHMFINANCE@GMAIL.COM](mailto:FRIENDSHMFINANCE@GMAIL.COM)

**Website** [www.harfordmanor.norfolk.sch.uk](http://www.harfordmanor.norfolk.sch.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS OF THE SCHOOL BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES FOR EDUCATION AT THE SCHOOL (NOT NORMALLY PROVIDED BY THE LOCAL EDUCATION AUTHORITY)

**Activities:** The objective for which the charity was established is the provision of financial assistance to Harford Manor School. In furtherance of that objective, the charity undertakes fundraising activities enabling it to increase the support of school expenditure and purchase equipment for the school.

## Classification

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- **How:** Makes Grants To Organisations
- **What:** Education/training, Disability
- **Who:** Children/young People, People With Disabilities

## Geography

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- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£16,980	£13,704	-	-
2024-03-31	£15,201	£10,939	-	-
2023-03-31	£13,046	£27,938	-	-
2022-03-31	£12,861	£11,695	-	-
2021-03-31	£26,521	£13,806	-	-

## Trustees

Name	Role	Appointed
Ash Cawston	Chair	2025-06-13
Ben Rogers		2025-06-13
John Woodard		2023-06-30

**FRIENDS OF HARFORD MANOR SCHOOL**

England & Wales - Charity number 1013842

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# Accounts

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**FRIENDS OF HARFORD MANOR SCHOOL  
ASSOCIATION**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION**

**INDEX TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

	<b>Page</b>
<b>Charity Information</b>	<b>1</b>
<b>Report of the Trustees</b>	<b>2-3</b>
<b>Independent Examiners Report</b>	<b>4</b>
<b>Statement of Financial Activities</b>	<b>5</b>
<b>Balance Sheet</b>	<b>6</b>
<b>Notes forming Part of the Financial Statements</b>	<b>7</b>

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**FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION**

**CHARITY INFORMATION  
FOR THE YEAR ENDED 31 MARCH 2021**

**TRUSTEES:** S Smith (resigned 25 January 2022)  
K Elden  
C Chaplin (resigned 25 January 2022)  
G Henry  
S Wilder (appointed 25 January 2022)

**REGISTERED CHARITY  
NUMBER:** 1013842

**INDEPENDENT EXAMINER:** M W M Lamb FCCA  
Quinneys  
Saxon House  
Hellesdon Park Road  
Drayton High Road  
Norwich NR6 5DR

**FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

The Trustees present their annual report on the activities of the Charity for the year ended 31 March 2021.

**CHARITABLE OBJECTIVE AND ACTIVITIES**

The objective for which the charity was established is the provision of financial assistance to Harford Manor School. In furtherance of that objective, the charity undertook significant fundraising activity during the year enabling it to increase the support of school expenditure and purchase equipment for the school.

**FINANCIAL REVIEW**

The Statement of Financial Activities is set out on page five. Total receipts amounted to £26,521 and payments to £13,806 resulting in net incoming resources of £12,715. The effects of COVID significantly impacted the income from the Close Links shop but this was compensated by grant income of £19,907. At 31 March 2021 funds amounted to £22,620. Contributions continued to be made to the running costs of the school, including £5,168 towards the costs of a school playground project, £600 towards a defibrillator, £1,000 towards pupils' Christmas gifts and £1,000 towards Close Link roof and shop repairs.

**RESERVES POLICY**

It is the intention of the Trustees to accumulate reserves such that six months of anticipated charitable expenditure is held.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Law applicable to Charities in England and Wales requires the Trustees to prepare financial statements 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 financial statements giving a true and fair view, 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

**FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2021**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES *(continued)***

The Trustees are responsible for keeping accounting records which disclose, with reasonable accuracy the financial position of the Charity and which enable them to ensure that the financial statements comply with applicable Charity law. 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.

This report was approved by the Trustees on 25 January 2022.



KAREN EDEN

Trustee

Trustee 

GAIL HENRY

**FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION**  
**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF**  
**FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 March 2021, which are set out on pages five to seven.

**RESPONSIBILITIES AND BASIS OF REPORT**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



M W M Lamb FCCA  
Quinneys  
Chartered Accountants  
Saxon House  
Hellesdon Park Road  
Drayton High Road  
Norwich NR6 5DR

**FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2021**

	<b>Unrestricted Total 2021 £</b>	<b>Unrestricted Total 2020 £</b>
<b>Incoming Resources</b>		
Incoming resources from generated funds		
Shop/textile sales	988	9,101
Donations	70	5,200
Income from fundraising events	4,656	2,737
COVID grants received	19,907	-
Other funding grants received	900	-
Interest	-	-
<b>Total Income Resources</b>	<b><u>£26,521</u></b>	<b><u>£17,038</u></b>
<b>Resources Expended</b>		
Charitable activities		
Shop premises expenses	5,872	8,299
Contributions to Harford Manor School costs	7,845	5,811
Cost of fundraising events	-	-
Insurance and sundry expenses	89	88
Grants paid	-	-
<b>Total Resources Expended</b>	<b><u>£13,806</u></b>	<b><u>£14,198</u></b>
<b>Net Incoming/(outgoing) Resources before Transfers</b>	<b><u>12,715</u></b>	<b><u>2,840</u></b>
<b>Fund Balances at 1 April 2020</b>	<b><u>9,905</u></b>	<b><u>7,065</u></b>
<b>Funds Balances at 31 March 2021</b>	<b><u>£22,620</u></b>	<b><u>£9,905</u></b>

FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION

BALANCE SHEET  
AT 31 MARCH 2021

	2021 £	2020 £
<b>Current Assets</b>		
Cash at bank and in hand	<u>22,620</u>	<u>9,906</u>
<b>Net Assets</b>	<u>22,620</u>	<u>9,906</u>
<b>Funds</b>		
Unrestricted funds:		
General	<u>22,620</u>	<u>9,906</u>

The financial statements were approved by the Trustees on 25 January 2022.

 KAREN EDEN  
Trustee

Trustee  GAIL HENRY

**FRIENDS OF HARFORD MANOR SCHOOL ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**1 ACCOUNTING POLICIES**

The principal accounting policies are set out below.

**Accounting Convention**

The financial statements have been prepared under the historical and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – Charities SORP (FRS 102)).

**Income**

Income is accounted for on an accruals basis.

**Expenditure**

Expenditure is accounted for on an accruals basis.

**Fund Accounting**

Unrestricted funds are those for use in furtherance of the charity's objectives where that use is at the discretion of the trustees. Restricted funds are created when donations are received for specific purposes and the use is restricted to that purpose. Expenditure which meets these criteria is charged to the fund.

**Taxation**

The Charity is not liable for assessment to tax on its results.

**2 TRANSACTIONS WITH TRUSTEES**

No trustee or connected person received any remuneration or reimbursement of expenses.

**3 EMPLOYEES**

The charity had no employees during the year.

