

**FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL**

**ANNUAL REPORT**

**FOR THE YEAR ENDED 31ST MARCH 2021**

**Charity Commission's registration no: 1060218**

# **FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL**

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## **FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL**

### **REPORT OF THE TRUSTEES**

#### **INTRODUCTION**

The Trustees present their report together with the financial statements of the Friends of the Chelsea Children's Hospital School ("the Friends") for the year ended 31 March 2021. The report and financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Friend's Constitution, the Charities Act 2011 and 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 the Republic of Ireland (FRS 102).

#### **ORGANISATION**

The Friends is an unincorporated association governed by a Constitution adopted by the Trustees on 17 December 1996. The Charity Commissions' registration number is 1060218.

The Friends' address is Chelsea Community Hospital School, Chelsea and Westminster Hospital, 369 Fulham Road, London SW10 9NH.

The Trustees are the members of the Executive Committee. At the date of this report the members of the Executive Committee were:

Chair	Janette Steel OBE
Secretary and Treasurer	Sue Browne
Other members	Lisa Yacoub (appointed 12 May 2021)
	Howard Clark (appointed 12 May 2021)

Ann Gilbert and Melissa Stisted resigned as a member of the executive on 12 May 2021. The Chairman and members of the Executive Committee expressed their thanks to Ann and Melissa for their help and support over many years.

The members of the Executive Committee are elected by the members of the Friends of the Chelsea Children's Hospital School.

As required by the Constitution all members of the executive committee retire from office each year. Having retired each officer now offers herself/himself for re-election.

The Friends has no employees and is reliant on voluntary services provided by members of the Executive Committee and volunteers.

#### **OBJECTS**

The objects of the Friends of Chelsea Children's Hospital School are the advancement of a broad education for children and young people admitted to Chelsea & Westminster Hospital, The Royal Brompton Hospital, St. Mary's Hospital, Collingham Child and Family Unit, The Lavender Walk Adolescent Mental Health Unit and any children and young people in the Royal Borough of Kensington & Chelsea ("RBKC") who are unable to attend school because of medical or mental health problems.

During the year the Trustees accepted donations amounting to £2,618 and made grants of £235 to support the continuing education of students returning to their home communities. At the time that these transactions took place the cause supported was not within the objects of the Friends and the transactions were ultra vires.

Subsequent to the period end the Trustees have passed a resolution and applied to the Charity Commission to change the Objects of the Friends to:

## **FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL**

### **REPORT OF THE TRUSTEES (continued)**

#### **OBJECTS (continued)**

“The advancement of a broad education for children and young people admitted to The Chelsea and Westminster Hospital, The Royal Brompton Hospital, St Mary’s Hospital, Collingham Child and Family Unit, The Lavender Walk Adolescent Mental Health Unit and young people in London Boroughs who are unable to attend school because of medical or mental health problems and the continuing education of students returning to their home communities.”

In addition, the Trustees have approved retrospectively the receipt of donations in respect of the continuing education of students returning to their home communities

#### **FUND RAISING**

The Friends seek to raise money for the School by applying to other charitable organisations for funding and by running stalls, selling donated goods and cakes, within the hospital and by organising raffles.

The Trustees take this opportunity to thank all those who have made donations to the Friends during the year, and in particular, the Nina Lawrence Trust, Scribbler, Big Yellow and Waitrose for their support.

#### **REVIEW OF ACTIVITIES**

In planning the activities of the Friends, the Trustees keep in mind the Charity Commissions guidance on public benefit. The main objective of the Friends is to keep the Hospital School open during the 12 week school holidays, take students on a holiday during the summer and provide an enriched experience whilst they are in hospital.

The COVID 19 pandemic has had an impact on the charitable sector in the UK with many charities reporting falls in donations and trading activities due to the subsequent lockdowns and restrictions.

As a result of the lockdowns, the Friends have been unable to run their weekly stall in the hospital.

Whilst the Friends have continued to apply for donations from other charitable organisations the impact of the pandemic has meant that there are many more organisations seeking similar donations. It is likely, therefore, that the level of donations received in the future will be lower than in past years.

During the period under review the Friends have successfully raised additional funds to support the Hospital School. These have primarily, but not exclusively been:

##### ***Summer programme***

£4,500 to fund the summer programme at the School.

##### ***RBKC Arts Project***

£1,725 to fund an artist and a musician to compose music which was then a stimulus for art and oil paintings - all these patients were at Lavender Walk, a Level 4 psychiatric inpatient unit. This work is now on display at the unit and on the School’s web site [www.cchs.org.uk](http://www.cchs.org.uk).

##### ***Educational support***

£2,618 to fund the continuing education of individuals who had attended the Chelsea Children’s Hospital School.

##### ***General donations and fund raising***

The Trustees raised £1,800 from fund raising activities and received unrestricted donations of £27,082. These amounts will enable the Friends to provide funding for the School’s extra-curricular activities during the forthcoming year.

## **FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL**

### **REPORT OF THE TRUSTEES (continued)**

#### **FINANCIAL REVIEW**

As set out in note 4 to the financial statements the Friends made donations to the School of £31,725 (2020: £30,000), whilst incoming resources were £40,275 (2020: £51,931). At the end of the year total funds were £93,541 (2020: £86,179) consisting of unrestricted funds of £89,148 (2020: £81,129) and restricted funds of £4,393 (2020: £5,050).

#### **PLANS FOR FUTURE PERIODS**

In the forthcoming year the Friends intend to provide funding for the School's new site at Bayswater to decorate and furnish the basement, continue to ensure all children in hospital have activities and outings during the 12 week school holidays, and activities such as swimming and horse riding during the school term.

#### **RESERVES POLICY**

At the end of the year the Friends held total unrestricted reserves of £89,148 (2020 - £81,129). The Friends' aim is to hold reserves so that continued funding can be provided to the School for at least the next year

#### **TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period.

In preparing these financial statements, the Trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgements and accounting estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Constitution. 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.



**Janette Steel**

**For and on behalf of the Executive Committee.**

**24 March 2022**

## **FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL**

### **INDEPENDENT EXAMINER'S REPORT**

#### **Independent Examiner's Report to the Trustees of Friends of the Chelsea Children's Hospital School**

I report to the Trustees on my examination of the financial statements of Friends of the Chelsea Children's Hospital School ('the charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work, for this report, or for the opinions I have formed.

#### **Responsibilities and basis of report**

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

#### **Independent examiner's statement**

I have completed my examination. I have identified a matter of concern in my report because I have concerns that transactions have been authorised by the Trustees for a cause that is not within the objects of the charity.

The transactions are disclosed the "Objects" paragraph on page 1 of the Report of the Trustees and include the acceptance of donations of £2,618 and the payment of a grant of £238. As noted, the Trustees have subsequent to the period end passed a resolution to change the Objects of the charity so that future donations and payments for this cause are within the Objects of the Charity and have submitted the resolution to the Charity Commission for their approval.

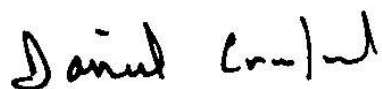
In addition the Trustees have retrospectively approved the these transactions.

I confirm that no other matters have come to my attention that give me cause to believe that in any material respect:

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

**FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL****INDEPENDENT EXAMINER'S REPORT (continued)**

I confirm that there are 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 financial statements to be reached.



D. D. E. Crawford ACA  
F. W. Smith, Riches & Co.,  
Chartered Accountants,  
15 Whitehall, London, SW1A 2DD.  
24 March 2022

**FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL****STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2021**

	Note	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
<b>Incoming Resources</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations		27,082	10,563	37,645	42,493
Fund raising activities		1,800	-	1,800	8,608
100 Club		830	-	830	830
<b>Total incoming resources</b>		<b>29,712</b>	<b>10,563</b>	<b>40,275</b>	<b>51,931</b>
<b>Resources expended</b>					
<b>Charitable activities</b>					
Expenditure on Charitable Activities	4	21,405	11,220	32,625	30,900
<b>Fundraising costs</b>		<b>288</b>	<b>-</b>	<b>288</b>	<b>287</b>
<b>Total resources expended</b>		<b>21,693</b>	<b>11,220</b>	<b>32,913</b>	<b>31,187</b>
<b>Net movement in funds</b>		<b>8,019</b>	<b>(657)</b>	<b>7,362</b>	<b>20,744</b>
<b>Total funds brought forward</b>		<b>81,129</b>	<b>5,050</b>	<b>86,179</b>	<b>65,435</b>
<b>Total funds carried forward</b>		<b>89,148</b>	<b>4,393</b>	<b>93,541</b>	<b>86,179</b>



**FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL****BALANCE SHEET AS AT 31ST MARCH 2021**

	<b>Note</b>	<b><u>2021</u></b>	<b><u>2020</u></b>
<b>Current assets</b>		<b>£</b>	<b>£</b>
Cash at bank		96,498	88,629
Creditors: amounts falling due within one year	6	(2,957)	(2,450)
<b>Net current assets</b>		<b><u>93,541</u></b>	<b><u>86,179</u></b>
<b>Represented by:</b>			
Unrestricted funds		89,148	81,129
Restricted funds	7	4,393	5,050
<b>Total funds</b>		<b><u>93,541</u></b>	<b><u>86,179</u></b>

The financial statements on pages 6 to 12 were approved by the Executive Committee on 24 March 2022 and were signed on its behalf by:



Janette Steel  
Chair of the Executive Committee

## **FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL**

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

#### **1. Accounting policies**

##### **a) Basis of preparation**

The financial statements have been prepared under the historical cost and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Friends of the Chelsea Children's Hospital School constitutes a public benefit entity as defined by FRS 102.

The Trustees considers that there are no material uncertainties about the Friends of the Chelsea Children's Hospital School's ability to continue as a going concern.

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the charity's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 2.

##### **b) Income recognition**

All income is recognised once the Friends has entitlement to the income, it is probable that income will be received and the amount of income receivable can be measured reliably. The following criteria must also be met before income is recognised:

##### ***Donations and gifts***

Donations and gifts are recognised when both the amount and settlement date are known.

##### ***Interest Income***

Interest on funds held on deposit is included upon notification of the interest being paid or payable.

##### **c) Donated services**

Donated professional services are recognised as income when any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the Friends of the item is probable and the economic benefit can be measured reliably. On receipt, donated professional services are recognised on the basis of the value of the gift to the Friends which is the amount the Friends would have been willing to pay to obtain services of equivalent economic benefit on the open market; a corresponding amount is then recognised in the period of receipt.

##### **d) Resources expended**

Expenditure is recognised in the period when there is a legal or constructive obligation committing the Friends to that expenditure, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. Governance costs, as detailed in note 5, are allocated/apportioned to the expenditure on charitable activities as set out in note 4. Governance costs comprise all costs involving the public accountability of the Friends and their compliance with regulation and good practice.

##### **e) Restricted funds**

These are monies, which have legal restrictions on their use, where donors have specified the funds can only be spent on specific activities, as set out in note 7.

## **FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL**

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

#### **1. Accounting policies (continued)**

##### **f) Financial instruments**

The Friends has chosen to adopt Sections 11 and 12 of FRS 102 in respect of financial instruments.

##### ***Short term debtors and creditors***

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the Statement of Financial Activities.

##### ***Cash and cash equivalents***

Cash and cash equivalents comprise cash at bank and in hand.

##### ***Offsetting***

Financial assets and liabilities are offset and the net amounts presented in the financial statements when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **g) Functional and presentational currency**

The Friends' functional and presentation currency is the pound sterling.

##### **h) Allocation of governance costs**

Governance costs comprise all costs involving the public accountability of the Friends and its compliance with regulation and good practice.

Governance costs have been apportioned in proportion to the amounts expended on charitable activities. The allocation of governance costs is analysed in note 4.

##### **i) Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

##### **j) Charitable activities**

Costs of charitable activities consists of donations made to the Chelsea Children's Hospital School and apportioned governance costs as shown in note 4.

##### **k) Taxation**

H. M. Revenue and Customs has granted the Friends charity exemption and thus it is exempt from taxation.

#### **2. Judgements in applying accounting policies and key sources of estimation uncertainty**

In preparing the financial statements management are required to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from these estimates. Whilst management have made judgements, estimates and assumptions in preparing the financial statements, they consider that these have not had a significant effect on amounts recognised.

**FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL****NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021****3. Trustees' remuneration**

The Trustees all give freely of their time and expertise without any form of remuneration or other benefit (2020: £nil). They also take part in fund raising and during the year raised £1,800 (2020: £8,608) by running stalls selling cakes and donated items and by holding raffles.

Expenses of £nil were reimbursed (2020: £23 to one of the Trustees for the purchase of Izettle device (credit/debit card reader)).

**4. Analysis of charitable expenditure**

The Friends' charitable activities consist of providing financial support to the Chelsea Children's Hospital School. An analysis of the charitable activities and governance costs is given below:

	<b>Expenditure on charitable activities £</b>	<b>Governance costs £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Funded from unrestricted funds	20,505	900	21,405	24,340
Funded from restricted funds	11,220	-	11,220	6,560
<b>Total</b>	<b>31,725</b>	<b>900</b>	<b>32,625</b>	<b>30,900</b>

A detailed analysis of the financial support provided by the Friends to the Chelsea Children's Hospital School is as follows:

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Art sessions	12,615	-	12,615	14,908
Music Sessions	7,178	-	7,178	8,532
RBKC Arts Project	-	1,725	1,725	-
Events & outings (Summer Programme)	-	4,500	4,500	4,500
IT equipment	-	1,720	1,720	-
Educational support	-	235	235	-
Poetry – language development	712	1,260	1,972	750
Exam celebrations	-	-	-	100
Musical Instruments	-	1,780	1,780	1,210
<b>Total</b>	<b>20,505</b>	<b>11,220</b>	<b>31,725</b>	<b>30,000</b>

In 2020 charitable expenditure was £30,000, £23,440 from unrestricted funds and £6,560 from restricted funds.

**5. Governance costs**

Governance costs consist of an Independent Examiner's fee of £900 including VAT (2020: £900 including VAT), provided by F. W. Smith, Riches & Co. for no charge. The value of this service is recognised within incoming resources as a donation, and the equivalent charge for governance related costs has been allocated to the Friends' charitable activities.

**FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL****NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021****6. Creditors: Amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Deposits received for Gala Dinner	-	2,450
Accruals and deferred income	2,957	-
	<u>2,957</u>	<u>2450</u>
	<u><u>2,957</u></u>	<u><u>2450</u></u>

**7. Restricted fund analysis**

	<b>Fund balance brought forward</b>	<b>Donations received</b>	<b>Resources expended</b>	<b>Fund balance carried forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Summer programme	-	4,500	4,500	-
English literature and language fund	1,260	-	1,260	-
Musical instruments	3,790	-	1,780	2,010
IT equipment fund	-	1,720	1,720	-
RBKC Arts Project	-	1,725	1,725	-
Educational support	-	2,618	235	2,383
	<u>5,050</u>	<u>10,563</u>	<u>11,220</u>	<u>4,393</u>
	<u><u>5,050</u></u>	<u><u>10,563</u></u>	<u><u>11,220</u></u>	<u><u>4,393</u></u>

In 2020 restricted income amounted to £9,600 and expenditure from restricted funds amounted to £6,560.

The aims of the restricted funds are to:

***Musical instrument fund***

Provide resources to the Chelsea Children's Hospital School to buy and maintain musical instruments.

***Summer programme***

Provide resources to enable the patients at the Chelsea Children's Hospital School to participate in activities such as cricket, art lessons and holiday sessions.

***English literature and language fund***

Provide resources to fund enhanced English literature and language study at the School through poetry and storytelling sessions.

***RBKC Arts Project***

To fund an artist and a musician to compose music which was then a stimulus for art and oil paintings - all these patients were at Lavender Walk, a Level 4 psychiatric inpatient unit. This work is now on display at the unit and on the School's web site [www.cchs.org.uk](http://www.cchs.org.uk)

***IT equipment fund***

Provide resources to enable the Chelsea Children's Hospital School to purchase IT equipment.

***Educational support***

Provide resources to enable the Friends to support the continuing education of individuals who had previously attended the Chelsea Children's Hospital School.

**FRIENDS OF THE CHELSEA CHILDREN'S HOSPITAL SCHOOL****NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021****7. Restricted fund analysis (continued)**

Analysis of net assets between the funds:

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>
Cash at bank	89,148	7,350	96,498
Creditors: amounts falling due within one year	-	(2,957)	(2,957)
	<u>89,148</u>	<u>4,393</u>	<u>93,541</u>
	<u>89,148</u>	<u>4,393</u>	<u>93,541</u>

**8. Related party disclosures**

The Friends of the Chelsea Children's Hospital School is controlled by its Trustees.

During the year the members of the Executive Committee made unconditional donations of £280 (2020 £140).

**9. Post balance sheet events**

Subsequent to the period end the Trustees have passed a resolution and applied to the Charity Commission to change the Objects of the Friends to:

“The advancement of a broad education for children and young people admitted to The Chelsea and Westminster Hospital, The Royal Brompton Hospital, St Mary’s Hospital, Collingham Child and Family Unit, The Lavender Walk Adolescent Mental Health Unit and young people in London Boroughs who are unable to attend school because of medical or mental health problems and the continuing education of students returning to their home communities.”

In addition, the Trustees have approved retrospectively the receipt of donations in respect of the continuing education of students returning to their home communities.