

COMPANY REGISTRATION NUMBER 03552663
Charity Number 1069996

SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
COMPANY LIMITED BY GUARANTEE
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 AUGUST 2021

Moore (South) LLP
Chartered Accountants
Priory House
Pilgrims Court
Sydenham Road
Guildford
Surrey GU1 3RX

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

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SUPPORT TIFFIN GIRLS' SCHOOL COMPANY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Support Tiffin Girls' School Company
Charity registration number	1069996
Company registration number	03552663
Registered office	The Tiffin Girls' School Richmond Road Kingston Upon Thames Surrey KT2 5PL

The Trustees

The trustees who served the charity during the period were as follows:

	Mr I Keary (Chair) Mrs A Bearman (Appointed 15 November 2021) Ms A C Gillard Ms M Kearney Ms E L Kilburn Mrs S Noble (Resigned 19 July 2021) Mr A Russell (Appointed 15 November 2021)
Secretary	Mrs R Jubraj (Appointed 19 July 2021) Mrs S Noble (Resigned 19 July 2021)
Independent Examiner	Moore (South) LLP Priory House Pilgrims Court Sydenham Road Guildford Surrey GU1 3RX
Solicitors	Browne Jacobson LLP 15 th Floor 6 Bevis Marks London EC3A 7BA
Bankers	Lloyds Bank plc 25 Gresham Street London EC2V 7HN
Investment Managers	Flagstone Investment Management Clareville House 26-27 Oxendon Street London SW1Y 4EL

SUPPORT TIFFIN GIRLS' SCHOOL COMPANY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 AUGUST 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Support Tiffin Girls' School Company was incorporated on 24 April 1998 as a charitable company, limited by Guarantee. It is registered with the Charity Commissioners under Charity No. 1069996. The charitable company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Recruitment and Appointment of directors

The directors of the charitable company are also charity trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association the directors are appointed on three-year terms, and are subject to requirement by rotation. In the year under review, Mr I Keary was elected as Chair, Ms E Kilburn, Mrs S Noble (to 19 July 2021), Ms M Kearney and Ms A Gillard were the other directors. Mrs A Bearman and Mr A Russell were appointed directors on 15 November 2021.

The directors are made up of two senior managers of The Tiffin Girls' School (one of whom is also an alumna), three parents and one further alumna, providing the knowledge of the school's requirements and long-term plans, as well as experience and commercial acumen from industry whilst still being an interested party.

Trustee induction and training

The trustees are given appropriate training in order to fulfil their duties in line with the charity objectives. Relevant guidance on the duties of trustees is obtained from the Charities Commission website or publications.

Risk management

The trustees have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems are in place to mitigate exposure to such risk.

Organisational structure

The charitable company is managed within the school organisation. The directors' decision-making process is to call a meeting giving 7 days notice of the intended meeting. A decision is made using a majority vote. The Chair has the casting vote. There are no employees of the charitable company. The Finance Office of the School maintains accounting and other records of the charitable company, under the supervision of one of the directors.

Related parties

The charitable company has close links with the School and with the Governing Board. It has no connection with other companies or charities.

OBJECTIVES AND ACTIVITIES

To advance the education of the pupils at The Tiffin Girls' School by supplementing the educational provision and facilities at the school for sport, art, music, ICT and subjects of the national curriculum where the funds made available by the Education Schools Funding Agency (ESFA) for the purpose are insufficient to meet the cost of the same and by supporting the health and welfare of the pupils at the school. The objectives are unchanged.

SUPPORT TIFFIN GIRLS' SCHOOL COMPANY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2021

OBJECTIVES AND ACTIVITIES *(continued)*

In planning their activities for the year, the Trustees have kept in mind the Charity Commission's guidance on public benefit.

Activities

The activity of the Support Tiffin Girls' School Company (STGSC) during the year was that of a school charity.

The Governing Board report of The Tiffin Girls' School includes activities of the school that have benefitted the community in several areas. This includes educational support for local primary schools both by staff and students, and encouraging students to demonstrate concern for others through many community activities and fundraising for good causes. The school's sports facilities are used by local secondary schools and by local residents during evenings, weekends and in school holidays. STGSC contributes to this by providing grants to improve educational and sports facilities at the school. This gives students a broader range of opportunities and experiences, and enables the school to contribute to the wider community.

ACHIEVEMENTS AND PERFORMANCE

The money raised by STGSC has been used to support a wide range of activities in the School including music, ICT and curriculum developments, sport and languages, and welfare of the pupils.

2021 achievements

During the year STGSC made grants totalling £72,000 (2020 - £65,000) towards the cost of curriculum enrichment activities for pupils and their wellbeing – including department specific resources. Included within this STGSC made grants of £11,000 for lighting equipment in the new drama studio in the Rivermead Building, £12,000 for iPads for the art department, £8,000 for the music tech suite, £1,500 for PE football goals and £31,000 for refurbishment of one of the DT workshops.

STGSC have committed a substantial grant of £445,000 towards the development plan for the new sports hall. £180,000 was paid and this enabled the school to cover the upfront costs associated with submitting the bid to the Department for Education and was instrumental in securing £2.9m of government funding. STGSC continued to accumulate funds in order to support its objectives.

STGSC also made a grant of £10,000 towards the Bike Shed.

FINANCIAL REVIEW

The total of funds raised, including tax refunds, in the year was £263,059 (2020 - £309,699). The total expenses in the year amounted to £538,339 (2020 - £302,175). The increase in costs is mainly due to the increase in donations to The Tiffin Girls' School of £534,483 in 2021 compared to £298,920 in 2020. This left reserves at the year end of £265,709 (2020 - £540,989).

The trustees invested £400,500 with Flagstone Investment Management in the year.

SUPPORT TIFFIN GIRLS' SCHOOL COMPANY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 AUGUST 2021

Reserves policy

In March 2015, the Directors agreed a reserves policy stating that the Support Company should retain a minimum level of reserves of £250,000. Reserves above this level are held to help finance large building projects that the school undertakes as the need arises. The Trustees review this policy regularly and believe it continues to be appropriate.

Principal funding sources

The parents of pupils and the local community are the chief donors. They receive annual updates on STGSC's expenditure on projects and plans for the future.

The Gift Aid claim for the year was £46,900 (2020 - £50,870).

Investment policies and objectives

Funds are either held in a current account with Lloyds Bank plc or invested via low risk Flagstone Investment Management accounts. Trustees moved the assets from a single bank account to the Flagstone platform where the assets are spread across accounts with different banks and varying forms of withdrawal to ensure that all funds are covered by the FSCS guarantee. Interest received on investments is recognised in the accounts at the time the investment matures. The investment policy will be reviewed on a regular basis..

PLANS FOR FUTURE PERIODS

For 2021-22, at the point of signing the financial statements the STGSC has committed grants of up to £35k towards the costs of essential equipment for the new sports hall, up to £30k to support the Music, Art, PE, Drama and DT departments, and up to £42k for additional teaching and learning resources across a wide range of curriculum areas.

INDEPENDENT EXAMINER

Moore (South) LLP were appointed as independent examiners of STGSC.

This report has been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 update bulletin 1. The trustees have taken the exemptions permitted by section 1A. In preparing this report the trustees have taken advantage of the small companies exemptions provided by Section 415A of the Companies Act 2006.

This Annual Report was approved by the Board of Trustees on 16 March 2022 and is signed on their behalf by:



Mr I Keary
Charity Chair

Dated: 16 March 2022

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT
YEAR ENDED 31 AUGUST 2021**

Independent Examiner's Report to the Members of Support Tiffin Girls' School Company

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 August 2021 which are set out on pages 6 to 14.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in Section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Signed: *Danielle Griffin*

Dated: *24 March 2022*

Danielle Griffin FCA

Moore (South) LLP
Priory House
Pilgrims Court
Sydenham Road
Guildford
GU1 3RX

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 AUGUST 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES					
Donations and legacies	2	262,969	-	262,969	308,642
Investment income	3	90	-	90	1,057
TOTAL INCOMING RESOURCES		263,059	-	263,059	309,699
RESOURCES EXPENDED					
Raising funds	4	(1,708)	-	(1,708)	(1,280)
Charitable activities	5	(534,483)	-	(534,483)	(298,920)
Other	6	(2,148)	-	(2,148)	(1,975)
TOTAL RESOURCES EXPENDED		(538,339)	-	(538,339)	(302,175)
NET EXPENSES		(275,280)		(275,280)	7,524
NET MOVEMENT IN FUNDS					
Total funds brought forward		540,891	98	540,989	533,465
TOTAL FUNDS CARRIED FORWARD		265,611	98	265,709	540,989

The Statement of Financial Activities includes all gains and losses in the year.

All of the above amounts relate to continuing activities.

The notes on pages 8 to 14 form part of these financial statements.

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 AUGUST 2021

	Note	2021 £	£	2020 £	£
CURRENT ASSETS					
Investments	10	399,942		-	
Debtors	11	19,360		7,581	
Cash at bank and in hand		114,118		576,855	
		<u>533,420</u>		<u>584,436</u>	
CREDITORS: Amounts falling due within one year	12	<u>(267,711)</u>		<u>(43,447)</u>	
NET CURRENT ASSETS			265,709		540,989
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>265,709</u>		<u>540,989</u>
NET ASSETS			<u>265,709</u>		<u>540,989</u>
FUNDS					
Restricted income funds	13		98		98
Unrestricted income funds	14		265,611		540,891
TOTAL FUNDS			<u>265,709</u>		<u>540,989</u>

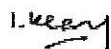
For the year ended 31 August 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charitable company to obtain an audit of its financial statements for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and the charities Statement of Recommended Practice and Financial Reporting Standard 102 section 1A.

These financial statements were approved by the Trustees and authorised for issue on 16 March 2022 and are signed on their behalf by:



Mr I Keary

Company Registration Number: 03552663

The notes on pages 8 to 14 form part of these financial statements.

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

1. ACCOUNTING POLICIES

Charitable Company Status

The charitable company is limited by guarantee and has no share capital. The charitable company is incorporated in England and Wales. The directors of the charitable company are the trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to up to £10 per member. The address of the principal office is given in the Reference and Administrative Details given on page 1 of these financial statements. The nature of the charitable company's operations and principal activities are explained in the Trustees' Report.

The charitable company constitutes a public benefit entity as defined by FRS102.

Basis of Preparation

The financial statements have been prepared 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 (FRS102), Charities SORP 2019 (FRS102), FRS102 Section 1A, and the Charities Act 2011 and the Companies Act 2006.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency and have been rounded to the nearest pound.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charitable company is legally entitled to the income and the amount can be quantified with reasonable certainty.

Income from parental donations are accounted for when they are received.

Gift aid is accounted for on the donations received in the year.

Investment income is recognised in the period the charity is entitled to receipt.

SUPPORT TIFFIN GIRLS' SCHOOL COMPANY COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

1. ACCOUNTING POLICIES (continued)

Resources expended and irrecoverable VAT

All expenditure is accounted for on an accruals basis and is inclusive of irrecoverable VAT. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs incurred by the charitable company in the collection of voluntary contributions from the parents and the gift aid claims, and investment manager fees.
- Expenditure on charitable activities includes the donations made to The Tiffin Girls' School in accordance with the Trustees' objectives.
- Other expenditure represents those items not falling into any other heading.

Allocation of Support Costs

Support costs are those functions that assist the work of the charitable company, but do not directly undertake charitable activities. These costs are allocated between fundraising and charitable activities on basis per Note 7.

Debtors

Trade and other debtors are recognised at the settlement amount due.

Cash at Bank and in Hand

Cash at bank and in hand includes cash and short term highly liquid investments with short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Investments

The investments held are all cash balances, held with various building societies. The year end valuation is the cash held at that date.

Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial Instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

SUPPORT TIFFIN GIRLS' SCHOOL COMPANY COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

1. ACCOUNTING POLICIES (continued)

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Funds

STGSC reviews incoming resources and allocates them between Restricted and Unrestricted Funds as appropriate:

- Unrestricted Funds can be used in accordance with the entity's charitable objectives at the discretion of the Trustees.
- Restricted Funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for specified restricted purposes.

Judgements and key sources of estimation uncertainty

In the application of the charitable company's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The Trustees have considered the assumptions and there are no areas requiring judgement or estimation in the accounts.

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Donations			
Parental contributions	216,069	216,069	257,772
Tax reimbursements	46,900	46,900	50,870
	<u>262,969</u>	<u>262,969</u>	<u>308,642</u>

In 2020 none of the donations were restricted.

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

3. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£
Bank interest receivable	90	90	1,057

In 2020 none of the bank interest was restricted.

4. FUNDRAISING COSTS

	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£
Investment Manager Fees	558	558	-
Support costs (Note 7)	1,150	1,150	1,280
	<u>1,708</u>	<u>1,708</u>	<u>1,280</u>

5. CHARITABLE COSTS

	Unrestricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£
<u>The Tiffin Girls' School</u>	£	£	£
The Tiffin Girls' School - Enrichment	72,000	72,000	65,000
The Tiffin Girls' School - Rivermead Building	-	-	132,942
The Tiffin Girls' School - Science laboratory	-	-	40,000
The Tiffin Girls' School – Canteen	-	-	20,000
The Tiffin Girls' School – Canopy	-	-	39,069
The Tiffin Girls' School – Sports Hall	445,000	445,000	-
The Tiffin Girls' School – Bike Shed	10,000	10,000	-
Arkwright Scholarship	-	-	400
JSTOR – online library subscription	1,223	1,223	1,509
Insurance	800	800	-
Google	5,460	5,460	-
	<u>534,483</u>	<u>534,483</u>	<u>298,920</u>

In 2020 all charitable costs were unrestricted.

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

6. OTHER COSTS

	Unrestricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Independent examiner's fees	1,260	1,260	1,260
Accountant's fees	888	888	648
Under accrual 2019	-	-	54
Filing fee	-	-	13
	<u>2,148</u>	<u>2,148</u>	<u>1,975</u>

In 2020 all governance costs were unrestricted.

7. SUPPORT COSTS

	Basis of allocation	Fund raising £	Charitable £	2021 £
Bank and Credit Card charges	Actual	82	-	82
Computer costs	Actual	1,068	-	1,068
		<u>1,150</u>	<u>-</u>	<u>1,150</u>

In 2020 all support costs were unrestricted.

8. STAFF COSTS AND EMOLUMENTS

There were no employees during the year (2020 – None).

9. TRUSTEES

No Trustee received any remuneration or was remunerated for any expenses during the period (2020 - £Nil).

During the year 1 Trustee (2020 – 1) made donations totalling £390 (2020 - £330).

10. INVESTMENTS

	2021 £	2020 £
Cash available to invest	<u>399,942</u>	<u>-</u>

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

11. DEBTORS

	2021	2020
	£	£
Income tax recoverable	<u>19,360</u>	<u>7,581</u>

12. CREDITORS: Amounts falling due within one year

	2021	2020
	£	£
Grants	265,000	39,069
Other creditors	563	470
Accruals	<u>2,148</u>	<u>3,908</u>
	<u>267,711</u>	<u>43,447</u>

13. RESTRICTED INCOME FUNDS

	Balance at 1 Sep 2020 and at 31 Aug 2021 £
John Walls Memorial Fund	<u>98</u>

There have been no movements in restricted funds during the year ended 31 August 2021 or 31 August 2020. The fund was created after the death of John Walls, Head of Languages, and is specifically for the use of language based projects. There are no immediate requests relating to these funds.

14. UNRESTRICTED INCOME FUNDS

	Balance at 1 Sep 2020 £	Incoming resources £	Outgoing resources £	Balance at 31 Aug 2021 £
General Funds	<u>540,891</u>	<u>263,059</u>	<u>(538,339)</u>	<u>265,611</u>

Analysis of unrestricted income funds for year ended 31 August 2020

	Balance at 1 Sep 2019 £	Incoming resources £	Outgoing resources £	Balance at 31 Aug 2020 £
General Funds	<u>533,367</u>	<u>309,699</u>	<u>(302,175)</u>	<u>540,891</u>

**SUPPORT TIFFIN GIRLS' SCHOOL COMPANY
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2021

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets £	Total £
Restricted Income Funds:		
John Walls Memorial Fund	98	98
Unrestricted Income Funds	265,611	265,611
	<hr/>	<hr/>
Total Funds	265,709	265,709
	<hr/>	<hr/>

Analysis of net assets between funds for year ended 31 August 2020

	Net current assets £	Total £
Restricted Income Funds:		
John Walls Memorial Fund	98	98
Unrestricted Income Funds	540,891	540,891
	<hr/>	<hr/>
Total Funds	540,989	540,989
	<hr/>	<hr/>

16. RELATED PARTY TRANSACTIONS

There was no single controlling party.

No transactions with related parties were undertaken which would require disclosure.