



Trustees' Annual Report for the period

Period start date		Period end date		
From	Day	Month	Year	To
	01	Sept	2019	28 Feb 2021

Section A

Reference and administration details

Charity name RIVERHEAD INFANTS' SCHOOL FUND

Other names charity is known by

Registered charity number (if any) 1086548

Charity's principal address

Worships Hill

Riverhead

Kent

Postcode

TN13 2AS.

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	H. Bligh			
2	S. Bradley			
3	C. Davison			
4	K. Fuhrmann			
5	A. Judge			
6	S. Manning			
7	N. Pockall			
8	C. Smeaton			
9	T. Mutru	Chair of Governors		
10	A. Ramu		From 18.12.2020	
11	A. Bridges		To 25.09.2020	
12	J. Crittenden		To 11.11.2019	
13	C. Terry		To 03.02.2020	
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Declaration of Trust dated 19 March 2001
Amended by Scheme dated 29 January 2002

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

Trustees are members of the School Governing Body

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the education of the pupils of Riverhead Infants' School by providing or assisting with the provision of educational, recreational or other charitable facilities augmenting such facilities financed by the Local Authority or Department for Education. In furtherance of this object, the trustees may undertake activities which promote the charitable work of the School and further the education and advancement in life of the pupils.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The School Fund ("Fund") financially supports specific extra-curricular items e.g. in school workshops, subsidised school trips and events, extra books and resources or projects concerned with helping the school fulfil its duty of delivering the Curriculum.

The Fund is also able to provide help to families requiring financial assistance and is for the benefit of every pupil of Riverhead Infants' School regardless of parental contribution in line with Section 4 of the Charities Act 2006.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Total income for the 17 month period was £43,817

Parents of new entrants are asked for a one-off donation of £60 which totalled £10,510 for the period – this covered two cohorts.

Parental contributions for school trips and events were £4,823 and for After school activities were £9,183. Charity Fund-raising events made £4,756 and the Feed-in Tariffs from the solar panels gave an income of £7,151.

The main fund expenses were:

- In-school events which included, dance and science workshops as well as theatre company visits and cost 8,318
- After school clubs cost £16,581
- Charitable donations were £5,356
- Planning permission was granted for the new school hall in February 2020. Costs for Architects fees, planning and pre-planning surveys totalled £23,245 it was deemed prudent to move £25,000 across in support of these fees and future associated works. As the project moves forward further monies will be moved in support of this.

Total payments for the year amounted to £66,344, giving a net income for the year of -£22,527

Section E Financial review

Brief statement of the charity's policy on reserves

At year-end, cash funds amounted to £119,841, which was a decrease in overall funds of 16%. Funds had been accumulated in support of a new hall project and now planning permission has been granted it is likely monies will be moved across to the main account in support of the associated works. Bearing in mind the financial constraints arising from the past months it is prudent to retain some reserve in support of the school pupils.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

In order to make the reconciliation of account easier we were proposing to run an 18 month accounting period from 01/09/2019 – 31/03/2021. The Charity commission website would not allow this length of reporting period, so we have run from 01/09/2019 – 28/02/2021. We will run the next period from 01/03/2021 – 31/03/2022 to bring this account in line with the main school account.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

T. Mutru

S. Bradley

Full name(s)

Tiina Mutru

Sandra Bradley

Position (eg Secretary, Chair, etc)

Chair

Headteacher

Date

17/12/2021

RIVERHEAD INFANTS' SCHOOL FUND - CHARITY NUMBER: 1086548
RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 28th FEBRUARY 2021

	Notes	28.02.21	31.8.19	31.08.18	31.08.17	31.08.16
		£	£	£	£	£
RECEIPTS						
Voluntary Receipts:						
Annual Donations From Parents	1	10,510	4545	5,028	11,090	4,200
Other Donations	2	720	5012	78	218	540
Gift Aid Reclaim	3	3453	0	1,558	3,123	1,242
Charitable Activities:						
Parent Contribution For Trips/Events	4	4823	5481	5,565	6,823	6,025
After School Clubs	6	9182	15957	13,751	12,904	18,327
Activities For Generating Funds:						
Solar Panels		7151	3518	3,190	3,782	3,870
Commission	7	1029	204	421	410	0
School Equipment	8	275	196	276	580	681
Christmas Cards		1518	1567	1,381	1,513	1,659
Charity Fundraising	9	4756	5011	2,655	4,087	3,790
Bank Deposit Interest:						
Bank Interest		400	383	148	107	172
TOTAL RECEIPTS		43,817	41,874	34,051	44,637	40,506
PAYMENTS						
Cost of Charitable Activities:						
School Trips	4	-2,650	-£2,560	-£2,864	-£3,867	-£3,791
School Events	5	-8,318	-£2,522	-£2,005	-£1,100	-£2,754
After School Clubs	6	-16,581	-£6,216	-£5,480	-£7,192	-£5,508
School Resources	10	-5,895	-£3,034	-£3,124	-£2,355	-£357
Fundraising Costs:						
School Equipment	8	-588	-£538	-£402	-£1,111	-£1,176
Christmas Cards		-987	-£1,047	-£955	-£1,026	-£1,109
Charity Fundraising	9	-5,356	-£2,722	-£2,344	-£3,801	-£2,264
Other	11	-969	-£191	-£236	-£401	-£209
New Hall Costs	12	-25,000				
TOTAL PAYMENTS		-£66,344	-£18,830	-£17,410	-£20,853	-£17,168
NET RECEIPTS / (PAYMENTS)		-22,527	23,044	16,641	23,785	23,338
CASH FUNDS AT PRIOR YEAR END		142,368	119,324	102,683	78,898	55,560
CASH FUNDS AT CURRENT YEAR END		119,841	142,368	119,324	102,683	78,898

RIVERHEAD INFANTS' SCHOOL FUND - CHARITY NUMBER: 1086548**STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 28th FEBRUARY 2021**

Cash	Unrestricted Fund to nearest £
Current Account	500
Special Interest Bearing Account	<u>119,341</u>
Total Cash Funds	119,841

Stock	Note
Ocarinas, Water bottles	8

NOTES TO THE ACCOUNTS

Note 1: Annual donation from Reception Parents, per child @ £60

Note 2: Contributions from Book Fair, Rotary, Stonepitts Farm

Note 3: Due to changeover in authorised official, two accounting submissions fall in this period

Note 4: Due to Covid Pandemic minimal trips took place

Note 5: Events include Workshops - Theatre Company, Dance Days, First Aid, Problem Solving

Note 6: After-school Clubs including football, cricket, gym and art etc

Note 7: Commission received from photographer and Christmas Cards

Note 8: Water bottles;

Opening Stock	823
Purchase of Bottles	588
Sale of Bottles	-275
Bottles given to new starters	-135
	1001
Closing Stock	
Ocarinas x 61	610
Bottles x 66	99
Cash in hand	<u>65</u>
	774

Note 9: Donations following Xmas performances, fund-raising including class activities.

Charities supported were Umoyo Orphan Project, Ellenor, Guy's and St Thomas' Charity, Porchlight,
Solving Kids Cancer, ifucareshare


Note 10: Includes new School Athletics team uniform, Purple Mash Subscription, Mathletics, National Geographic

Note 11: Includes costs of online payments, also refunded cancelled events

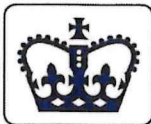
Note 12: Planning Permission for new hall granted. Re-imbursement of provisional/associated works.

Signed on behalf of all the trustees:


Tiina Mutru
Chair of Trustees


Sandra Bradley
Head teacher

Date:



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

Riverhead Infanti' School Fund

**On accounts for the year
ended**

28th February 2021

**Charity no
(if any)**

1086548

Set out on pages

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

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

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]].
Delete [] if not applicable.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the 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 those matters set out in the statement below.

**Independent
examiner's statement**


In connection with my examination, no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the 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.

** Please delete the words in the brackets if they do not apply.*

Signed:



Date:

17/12/21

Name:

Rachel Howard

Relevant professional
qualification(s) or body
(if any):

~~CCA~~ Diploma School Business Management

Address:

Long Acre
Icknield Wood
OX12 8TS 902

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).