



Fleet & Crookham Churches Together in Schools

FACCTS Trustees Annual Report **Year Ending 31 July 2021**

Report Background

Details of Charity

The Charity is Fleet & Crookham Churches Together in Schools ("FACCTS"), with charity number 1094885 and is a Company limited by guarantee, number 4522200. 7(4)(a)

The registered office of the Charity and Company is Fleet Methodist Church, Reading Road South, Fleet GU52 7TF.

The Members of FACCTS are the Trustees and, ex-officio, the current clergy and ministers of Churches in Churches Together in Fleet and Crookham. Trustees may be appointed by Members voting at a general meeting or by the Trustees in the interim but ratified by Members at the next general meeting. They normally serve for 3 years and can then be re-elected for a further term. 7(4)(f)

As of 31 July 2021 the Trustees were:

- Paul Brice (Chair)
- Heather Clements
- Mike Gibbons
- Debbie Glenn (appointed 17.9.20)
- Will Parker
- Juliet Worthington (Treasurer)
- Tracey Anne Evans (appointed 17.9.20)

Restrictions on Activities

There are no specific restrictions, other than the limits imposed by the objects and by Clause 4 of the Memorandum of Association, which defines the powers exercisable by the Charity. SORP 30(f)

Bankers

The Charity's bank is Lloyds Bank plc, 174 Fleet Road, Fleet, Hants GU51 4DD. There are currently no other professional advisers used on a regular or repeated basis. SORP 30(e)

Property

No Trustees hold property on behalf of the charity. 7(4)(i), 7(4)(j)

Note: clause numbers following each section indicate relevant Charity Commission Regulations, as per "The Charities (Accounts and Reports) Regulations 2000 (SI 2000 No 2868)" or refer to the "Statement of Recommended Practice (SORP) - Accounting and Reporting by Charities".



Fleet & Crookham Churches Together in Schools

Charity Objectives & Outcomes

FACCTS objectives *(from Memorandum and Articles of Association (M&AOA) incorporated on 30th August 2002 7(4)(d))*

- To advance the Christian faith in accordance with the Statement of Beliefs, appearing in the Schedule to the M&AOA, in Fleet and Crookham in Hampshire and in surrounding areas in Hampshire and Surrey as the Directors (referred to as “Trustees”) of the Charity may from time to time think fit; and
- To advance education in accordance with Christian principles by such means as the Trustees may consider appropriate in the said locations as the Trustees may from time to time think fit. 7(4)(e)

Strategic outcomes

- Schools have access to a Christian youth work organisation, providing experienced and qualified youth work staff and volunteers, able to meet schools’ needs;
- FACCTS services are normally provided free of charge; and
- Services are delivered in accordance with the needs defined by school staff, the curriculum and other requirements, as agreed in partnership with FACCTS staff.

Delivering Public Benefits

The Charity Commission sets out two key principles for delivering public benefit. FACCTS delivers public benefit as described below:

Principle 1: There must be identifiable benefit or benefits.

- FACCTS provides benefits including educational services to schools and training, information and links with local churches;
- FACCTS services and information are open and publically accessible via pamphlets, the website, regular reports and meetings;
- Trustees approve all projects to ensure that benefits are clearly related to the aims. New opportunities identified by schools are reviewed and progressed as appropriate; and
- FACCTS has a publically accessible Statement of Beliefs, available to all who wish to support the organisation or use our services.

Principle 2: Benefits must be to the public, or section of the public.

- The number of beneficiaries is appropriate to our aims. We are now working with all the State schools in our defined geographic area. *SORP 31 (c)*;
- Services are based on schools’ requirements and provided freely. They are subject only to mutual agreement as to suitability and availability of staff &/or volunteers;
- Membership, although primarily from local churches, is open to all, recognising the Statement of Beliefs, set out in our M&AOA;



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- We will serve people of all faiths and none, and people from the wide range of social and cultural backgrounds encountered in society; and
- Trustees are reimbursed for reasonable expenses and staff paid in line with national recognised rates.

The Trustees remain satisfied that FACCTS is working well to achieve its objectives and pursuant to its charitable status, to deliver identifiable benefits to the section of the public on which we focus.

7(3)(a)



Fleet & Crookham Churches Together in Schools

Report on Project Activities in Period

Chair's report

The ongoing COVID pandemic has obviously had a significant impact on our activities throughout 2020/21 and yet the resourcefulness, flexibility and skills of our staff have enabled FACCTS to continue "to advance the Christian faith" and "to advance education in accordance with Christian principles". I congratulate and thank Janis, Julie, Nikki, Rachel and Lauren for all their work and for all that has still been achieved, as detailed in the report on progress which follows, including many wonderful comments received from across the school community. In referring to that community it is also so encouraging to report that FACCTS is now working in all the State infant, junior and secondary schools within Fleet and Church Crookham. We praise God for this great answer to prayer.

Many of our normal activities were necessarily curtailed during the year and the Trustees agreed to the furloughing of staff in a timely manner, in consultation with the staff. The furlough payments received from the Government totalling some £14,000 actually enabled FACCTS to end the year having maintained its overall reserves balances, whereas we had budgeted for a reduction in reserves of some £15,000. In overall financial terms we have 'extended the life' by one year of the substantial designated donations FACCTS received in 2017/18 enabling us to expand our work as required by the donors. Nevertheless, increasing our general incomes to offset the utilisation of our Designated Fund remains a key priority and matter for prayer over the short / medium term.

I must again express my personal gratitude to my fellow Trustees, and in particular to the Project Co-Ordinator, for all their commitment and support throughout the year.

We thank God that we are now, cautiously, emerging from the pandemic, yet we are mindful of the considerable suffering it is still causing and the ongoing strain and pressure for schools and their staff. We will therefore continue to seek to fulfill our objectives and to support schools in a sensitive and Godly manner, glorifying and looking to our Lord and Saviour, Jesus Christ.



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Board activities and report on progress

The Board met 6 times in the year to review management/policy issues and receive reports on schools' work.

The charity employed 4 part time schools' workers during the year, together with our first intern. The year was very different to the norm because schools were closed to visitors for most of the year and so we had to revert to digital resources and outdoor activities.

The Autumn Term

The term began with induction and safeguarding training for the new two new part time schools' workers and our intern. These three newcomers all had skills that enabled us to produce assemblies on video. This was the main activity of the term with the team split into two mini teams with one producing monthly assemblies for Infant Schools and the other for Junior Schools. The secondary schools did not want assemblies from us in that term. One head said "I also wanted to thank you and the FACCTS Team for a superb Harvest Assembly. The children loved it. It had just the right balance and they particularly loved talking about the chocolate competition!" And another said "That is brilliant and has made my day! You and your team are appreciated. The teachers have always said how much the children enjoy the Open The Book assemblies."

A short window of opportunity opened to provide coffee and treats to staff at Court Moor School.

We had hoped to be able to do our normal Christmas presentations face to face but this proved impossible. So, the team put special effort into making assemblies for the whole school.

Very enterprisingly, instead of an indoor prayer space, the team developed an outdoor reflection trail tailored to the issues that the pandemic had raised and this was offered and run first at Crookham Infant School.

We were delighted by the initiative shown by our intern in developing and producing a QR code based "In Search of Christmas" trail in shop windows in the High Street with a supporting website and a reward at the end from LivingStones bookshop. Unfortunately, this did not take off to the extent that it deserved.

The Spring Term

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The Summer Term

Still limited by COVID restrictions, the team continued work up to the level of opportunity that we had in schools,. We were able to take advantage of the revised and very flexible furloughing scheme to reclaim 80% of their salaries for the time there was no work for them to do.

One of the main focus points for the team in the summer is always It's Your Move, helping Year 6 children with the transition to Secondary School. This was particularly valuable this year because the receiving schools were unable to offer their usual full transition programme. We were delighted that the majority of schools accepted a face-to-face lesson, using an expanded team to include church youth workers and others, operating under very careful guidelines to limit the risk of either catching or introducing COVID to schools. On the back of this, we offered a reflection trail linked to the transition which Dogmersfield Primary School and Crookham Juniors took up. The remaining schools were offered and used an updated video that we had made the previous summer.

Video assemblies were produced monthly for infant, junior and secondary schools, a total of nine videos. Among many expressions of thanks, the Headteacher at Court Moor School, thanked the team for the video, describing it as lively and thought-provoking. He agreed to run Outdoor Club (for a group of Year 7 students) and a Christian Union, for children in Year 8 from mid May.

Many schools had requested that FACCTS run an outdoor Reflection Trail for them. Dogmersfield Primary was first, followed by Elvetham Heath Primary, Heatherside Infants and Crookham Juniors.

We were able to restart staff coffee at Calthorpe Park School after half term and this was well received. The new Head was also supportive of the idea of restoring Christian clubs once this became practical again – no mixing across school years was allowed.

Transforming Lives for Good (TLG)

Plans for Transforming Lives for Good developed slower than we anticipated. Crookham Junior School have agreed to adopt the project. FACCTS will be supporting Fleet Methodist Church (the lead church) and two other churches; two of our schools workers have been trained as co-ordinators. Selection and training of volunteer mentors is planned to take place in the Autumn Term with the hope that the project is fully launched in early 2022.



Fleet & Crookham Churches Together in Schools

Policies

We have introduced a risk management framework, reviewed and updated the Safeguarding Policy, introduced a Health & Safety Policy (and given appropriate training to schools' workers) and updated our Volunteers Policy, particularly in regard to applications.



Fleet & Crookham Churches Together in Schools

FACCTS Annual Statement of Accounts

1 August 2020 – 31 July 2021

Treasurer's report

Donations come from the Churches in Christians Together in Fleet and Crookham and directly from individuals.

We are very grateful to the churches and individuals who maintained and increased their giving to us. We had anticipated drawing from our overall reserves during the year. However, the COVID crisis meant that our access to schools was reduced during the year and staff were furloughed for part of the year. We were able to claim payments from the Government's Coronavirus Job Retention Scheme which, combined with the regular giving, enabled a small overall increase in reserves of £848 over the year but with some movement between our Fund balances. We recognise that we will need to increase donations over the next few years to maintain our current level of service as it is anticipated that the Designated fund will only last a further 3 years at the current rate of expenditure.

The accounts are prepared in accordance with SORP guidelines (Statement of Recommended Practices). They are supported by a set of notes, which amplify the information presented in the Income and Expenditure Account and the Balance Sheet.

Grants and Investments

No specific grant policies exist but annually the Trustees set a budget for the operation of the Charity taking into account the current financial situation and forecast revenues/expenditures. The Charity has a current and two savings accounts with Lloyds Bank. Any grants awarded from Charity funds would be subject to approval by a quorate Trustee meeting – none have been granted in this financial year. 7(4)(k)

All investments are subject to approval of the Trustees. Interest-bearing bank accounts were in operation throughout this financial year providing interest of £26. No investments were made or approved. SORP 30(g)

The Trustees' annual report has been approved by the Trustees on 4th November 2021 and signed on their behalf by

Paul Brice
Chair



Fleet & Crookham Churches Together in Schools

FACCTS Income and Expenditure Account for the year ended 31 July 2021

	Notes	2020/21	2019/20
		£	£
Income			
Donations Received	Note 1	34,574	33,598
Tax Reclaimed - Gift aid	Note 2	2,493	2,141
Furlough Income		13,919	2,036
Interest Received		32	260
Other Income		28	686
Total Income		51,046	38,721
Expenses			
Direct Expenses			
Schools Workers' Salaries		42,629	39,117
Employer's Pension		1,686	1,490
Schools Workers' Expenses	Note 3	2,273	4,425
Printing and Stationery		99	1,045
Training		236	0
Total Direct Expenses		46,923	46,077
Overheads			
Donations made	Note 4	1,300	1,200
Insurance	Note 5	775	895
Accountancy Fees	Note 6	876	652
Publicity (Website etc)		199	0
Other administration costs		125	0
Total Overheads		3,275	2,747
Total Expenses		50,198	48,824
Excess of Income over Expenditure		848	(10,103)



Fleet & Crookham Churches Together in Schools

FACCTS Balance Sheet as at 31 July 2021

	Notes	31/7/2021	31/7/2020
		£	£
Current Assets			
Bank account		54,610	53,762
Current Liabilities			
Taxation		0	0
Total Net Assets		54,610	53,762
Capital and Reserves			
Brought forward funds at beginning of year		53,762	63,865
Surplus / (Deficit) in year		848	(10,103)
Total Capital and Reserves	Note 7	54,610	53,762

For the year ending July 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006. The Members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. However, as in previous years, the accounts have been subject to an independent examination by a qualified accountant.

The Trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

Approved by the Trustees on 4th November 2021 and signed on their behalf by

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Fleet & Crookham Churches Together in Schools

Notes to Accounts

Note 1 – Donations Received

General Fund - These are the donations received from individuals and churches that support the work of FACCTS.

Designated Fund - There were two anonymous donations in 2017/2018 from local trusts which totalled £72,454, and which were designated by the trustees, in line with the wishes of the donors "to invest in the development and growth of the work of FACCTS with children and young people at school or college, in accordance with the charity's objectives". Expenditures meeting this criterium are financed from this fund.

Note 2 – Reclaimed Tax from Donations

FACCTS is a registered charity and as such is able to claim Gift Aid on donations made by tax payers to the charity.

Note 3 – Schools Workers Expenses

These are the direct expenses incurred by the Schools Workers as part of their duties in carrying out the objectives of FACCTS.

Note 4 – Donations Made

FACCTS is actively supported by Scripture Union (SU) who provide schools worker training plus policies and advice on all aspects related to the operation of the Charity. Over the past two years we have made a donation of £100 each month to SU.

A donation of £100 was made to a local church in relation to meeting accommodation provided during the year to the team.

Note 5 – Insurance

FACCTS is obliged to maintain employee and public liability insurance, covering the work of the Charity and its employed workers.

Note 6 – Accountancy Fees

These were fees incurred in preparing FACCTS monthly payroll which is completed by Stewardship Services Bureau.

Note 7- Movement on Reserves

	Brought forward	Income	Expenditure	Movement	Carried forward
	£	£	£	£	£
General Reserve	8,188	44,913	33,034	11,879	20,067
Designated Reserve	<u>45,574</u>	<u>6,133</u>	<u>17,164</u>	<u>-11,031</u>	<u>34,543</u>
Total	<u>53,762</u>	<u>51,046</u>	<u>50,198</u>	<u>848</u>	<u>54,610</u>



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FACCTS Annual Statement of Accounts

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Fleet & Crookham Churches Together in Schools

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Total Net Assets		54,610	53,762
Capital and Reserves			
Brought forward funds at beginning of year		53,762	63,865
Surplus / (Deficit) in year		848	(10,103)
Total Capital and Reserves	Note 7	54,610	53,762

For the year ending July 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006. The Members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. However, as in previous years, the accounts have been subject to an independent examination by a qualified accountant.

The Trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

Approved by the Trustees on 4th November 2021 and signed on their behalf by

Paul Brice
Chair



Fleet & Crookham Churches Together in Schools

Notes to Accounts

Note 1 – Donations Received

General Fund - These are the donations received from individuals and churches that support the work of FACCTS.

Designated Fund - There were two anonymous donations in 2017/2018 from local trusts which totalled £72,454, and which were designated by the trustees, in line with the wishes of the donors "to invest in the development and growth of the work of FACCTS with children and young people at school or college, in accordance with the charity's objectives". Expenditures meeting this criterion are financed from this fund.

Note 2 – Reclaimed Tax from Donations

FACCTS is a registered charity and as such is able to claim Gift Aid on donations made by tax payers to the charity.

Note 3 – Schools Workers Expenses

These are the direct expenses incurred by the Schools Workers as part of their duties in carrying out the objectives of FACCTS.

Note 4 – Donations Made

FACCTS is actively supported by Scripture Union (SU) who provide schools worker training plus policies and advice on all aspects related to the operation of the Charity. Over the past two years we have made a donation of £100 each month to SU.

A donation of £100 was made to a local church in relation to meeting accommodation provided during the year to the team.

Note 5 – Insurance

FACCTS is obliged to maintain employee and public liability insurance, covering the work of the Charity and its employed workers.

Note 6 – Accountancy Fees

These were fees incurred in preparing FACCTS monthly payroll which is completed by Stewardship Services Bureau.

Note 7- Movement on Reserves

	Brought forward	Income	Expenditure	Movement	Carried forward
	£	£	£	£	£
General Reserve	8,188	44,913	33,034	11,879	20,067
Designated Reserve	<u>45,574</u>	<u>6,133</u>	<u>17,164</u>	<u>-11,031</u>	<u>34,543</u>
Total	<u>53,762</u>	<u>51,046</u>	<u>50,198</u>	<u>848</u>	<u>54,610</u>



Fleet & Crookham Churches Together in Schools

**Independent examiner's report to the trustees of
Fleet & Crookham Churches Together in Schools**

I report on the accounts of the Trust for the year ended 31st July 2021, which are set out on pages 9 to 11.

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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 those 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: Judith Astles
Relevant professional qualification: ACA
Address: 22 Dunmow Hill, Fleet, GU51 3AN
Date: 8th November 2021