

Company registration number: 04475523

Charity registration number: 1096487

# The West Buckland School Foundation

(A company limited by guarantee)

Annual Report and Financial Statements

for the year ended 31 July 2020

GLOVER  
GS STANBURY  
CHARTERED ACCOUNTANTS



WEST BUCKLAND SCHOOL  
**FOUNDATION**

## **THE WEST BUCKLAND SCHOOL FOUNDATION**

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**THE WEST BUCKLAND SCHOOL FOUNDATION**  
**REFERENCE AND ADMINISTRATIVE DETAILS**

**Principal Office** West Buckland School  
West Buckland  
BARNSTAPLE  
Devon  
EX32 0SX

**Registered Office** West Buckland School  
West Buckland  
BARNSTAPLE  
Devon  
EX32 0SX

**Company Registration Number** 04475523

**Charity Registration Number** 1096487

**Solicitors** Wollens  
Avery House  
Liberty Road  
Roundswell Business Park  
BARNSTAPLE  
Devon  
EX31 3TL

**Bankers** Clydesdale Bank  
40 St Vincent Place  
GLASGOW  
G1 2HL

**Accountants** Glover Stanbury Chartered Accountants  
30 Bear Street  
BARNSTAPLE  
EX32 7DD

## THE WEST BUCKLAND SCHOOL FOUNDATION

### TRUSTEES' REPORT

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements for the charitable company for the year ended 31 July 2020.

#### Trustees

Mr W H Geen (Chairman)

Mr J M H Light

The Countess of Arran MBE DL

Mr S D Fox

Mr M Wightman

Mr A C B Browne

Mr M Downward

Dr T Bigge

Mrs L Wakefield

Mr M J Hannaford

Mr H Orchard-Lisle

Mr S Smith

Mrs B Daly

Mrs A D Webb

Mr K R Underwood (appointed 5 March 2020)

Mr J E Cooper (appointed 1 January 2021)

#### Statement of Trustees Responsibilities

The trustees (who are also the directors of The West Buckland School Foundation for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company 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 charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material 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 charitable company will continue in business.



## THE WEST BUCKLAND SCHOOL FOUNDATION

### TRUSTEES' REPORT

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Structure, governance and management

##### *Nature of governing document*

The West Buckland School Foundation is a company limited by guarantee and it is governed by its Memorandum and Articles of Association. The company was incorporated 2 July 2002 and registered as a charity from 12 March 2003.

##### *Organisational structure*

The West Buckland School Foundation, the Foundation, was set up for the benefit of the West Buckland School, a charity that provides education for pupils aged 3 to 18. The work of the Foundation is carried out by a full time Foundation & Alumni Director, assisted by a Foundation & Alumni Officer and a part-time Finance Officer.

The board of trustees, who meet quarterly, are responsible for ultimate strategic decisions having regard to advice from the Foundation & Alumni Director and other advisors. There is no statutory requirement to hold an annual general meeting. Where casual vacancies arise the trustees will appoint replacement trustees from within the School community or who have specific skills and experience that it is felt are lacking on the Board. Trustees will, unless they resign or are removed by a vote of the other directors serve for a term of 3 years. A trustee shall not serve for more than 3 consecutive terms unless it is otherwise agreed by the other directors.

##### *Major risks and management of those risks*

The trustees have examined the principal function of the Foundation and consider that the possible risks to which the Foundation is exposed are minimised subject only to normal investment risk. These risks are to be reviewed annually.

#### Objectives and activities

##### *Objects and aims*

The objects of the Foundation, as set out in the Memorandum and Articles of Association, are to promote the charitable purposes of the West Buckland School, Barnstaple, Devon and otherwise to promote any other charitable purpose connected with or otherwise associated with the school.

## THE WEST BUCKLAND SCHOOL FOUNDATION

### TRUSTEES' REPORT

#### *Objectives, strategies and activities*

During the year, the Foundation office was staffed by the Foundation & Alumni Director and the Foundation & Alumni Officer. The Foundation office continued to have the services of the School's Finance Assistant for approximately one day a week who worked on accounts for both the Foundation and the Old West Buckland Association (OWBA). The Foundation and Alumni Director reported to the Chair of Trustees and the President of the OWBA and met weekly with the School's Director of Finance and Operations and fortnightly with the School's Headmaster. The Foundation office met regularly with the Marketing and Admissions' departments and worked closely with the Archivist.

West Buckland School Foundation continued to coordinate all fundraising initiatives on behalf of the School. These funds enable the School to invest in several projects, year on year, which enhance and enrich the educational experience for our students. During 2019/2020 there was no major capital fundraising campaign. Some of the smaller projects the Foundation funded in 2019/2020 include the purchase of a reward system and reading area for the Prep School, an outdoor learning hub for extra-curricular activities, items for the new Personalised Learning Department, photography kit for the Art Department, branded sub-suits for rugby, hockey and netball players, as well as new Smart TVs for the boarding houses. The Foundation also contributed towards the costs of a kit for an electric car for Design Technology students.

Following lockdown in March 2020, the Foundation helped fundraise for the West Buckland School Covid-19 Emergency Fund. The Fund was set up to assist parents of WBS pupils who had been most severely affected by the crisis. £168,875 was pledged to the fund from 35 donors. The Foundation kick-started the Emergency Fund with a donation of £50,000 from cash reserves. The Aubrey Orchard-Lisle Charitable Trust pledged £100,000 to the Emergency Fund and donations from alumni were around £18,000. The Foundation worked closely with the School to co-ordinate and assess the applications to the Emergency Fund and In May 2020, the Fund paid out £39,615 towards rebated school fees, supporting 27 pupils.

The Foundation's Bursary Fund of £2.2m continued to provide income to help support the Bursary Programme and in the last year 16 pupils throughout the School received 100% bursaries supported by the Foundation and the School. These bursaries are for entry into Year 7 until the end of the Sixth Form. The determination of Bursary students to achieve their potential in every way they can, and take advantage of every opportunity they can find, positively impacts on every part of our school community. £89,182 has been provided in 2019/2020 in financial support from the Foundation to enable these Bursary students to attend the School.

Following Lockdown in March 2020, the Trustees agreed to support the School in three ways: to pay a total of £185,000 to the School in Foundation Bursary students' school fees in advance; to kick start the Emergency Fund with £50,000 from cash reserves and to offer £15,000 towards essential maintenance and repairs during the Covid-19 crisis.

At 31 July 2020 within restricted funds there is £6,275 held for future capital projects and £8,129 for bursary students' extras. The Foundation paid £90,000 to the School during the year in previously committed annual interest payment on the bank loan for the building of the Michael Morpurgo Library and Parkers Sixth Form Boarding House.



## THE WEST BUCKLAND SCHOOL FOUNDATION

### TRUSTEES' REPORT

The Foundation office continued to provide support to the OWBA. This included managing careers support, social media and an interactive alumni website, as well as publishing the annual Alumni Magazine ("The Buckland Brief") and organising, promoting and running annual events for alumni, parents, former parents and benefactors including legators. A successful fundraising event was held in September 2019 on OWBA Sports Day; the OWBA Rugby Dinner and Auction raised £14,000 to pay for travel expenses for two Rugby Scholars from Fiji to join the School for Sixth Form. A celebratory dinner was held in October 2019 to mark the 50th Anniversary of the Prep School. Unfortunately, many events had to be cancelled or postponed following lockdown in March 2020. During lockdown, the Foundation and OWBA communicated regularly with the alumni and the wider school community.

#### ***Public benefit***

The Foundation provides on-going support for the school through bursaries which broaden access and furthers the purposes of the charity for the wider public benefit. The Foundation also raises money for capital projects and general school equipment. These also benefit the wider community as external groups access the facilities of West Buckland School.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### **Achievements and performance**

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

Despite the lack of a major fundraising campaign, and the need for a Covid-19 Emergency Fund, funds of £34,893 continued to come in from regular givers. In addition, there were legacies amounting to £7,424.

Events raised £5,607, although their primary purpose was friend-raising rather than fundraising.

## THE WEST BUCKLAND SCHOOL FOUNDATION

### TRUSTEES' REPORT

#### Financial review

As at 31 July 2020 the Foundation Bursary Funds under investment management were valued at £2,020,492. Other assets (including money ring-fenced for capital projects and bursaries) totalled £150,600. Despite Covid-19, all funds are performing well, and the Trustees are happy with the financial position of the Foundation and its ability to support the School.

Investment Managers Smith & Williamson continue to respond positively to the Trustees' request to preserve capital while providing income for bursaries and their performance is viewed as good by the Trustees. The performance of the bursary fund is consistently monitored, and the Investment Managers report to the Board at least twice a year. Should any decisions need to be taken out of those meetings, this is carried out by the nominated Trustees for each account, presided over by the Chairman.

West Buckland School contributed £69,504 towards staff and administration costs incurred by the Foundation. As in previous years, not all work undertaken by the Foundation can be directly attributable to fundraising as Foundation staff continued to support West Buckland School in many areas, in particular with the Emergency Fund the Old West Buckland Association (OWBA). This is estimated to be approximately 40% of all work.

The Foundation continues to operate in a difficult economic climate but will strive to increase its bursary fund by increasing regular donations, encouraging one-off donations and working towards encouraging legacy pledges. The database is enabling the Foundation to communicate more effectively with as wide a constituency as possible.

The Permanent Endowment Fund (St Michael's and Alan Carey Fund) is being invested on a total return basis and details of this can be found at the end of note 18.

#### *Policy on reserves*

Reserves are to be held at a sufficient level whereby funds can be donated to the West Buckland School to help with capital projects and bursaries. Surplus funds of the Foundation are invested using Investment Fund Managers, however, sufficient cash reserves are necessarily maintained to pay bursaries from time to time to the West Buckland School. Bursaries are paid from Bursary Fund dividends in addition to designated donations.

The income and property of the charity shall be applied solely towards the promotion of the objects and no part shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise by way of profit, to members of the Charity.

Each registered shareholder of the charity undertakes to contribute amounts (but not exceeding £10) towards the settlement of the charity's debts and liabilities if it is wound up. If there are funds remaining after settlement of all debts and liabilities, this will be transferred to another charity having similar objects.

## THE WEST BUCKLAND SCHOOL FOUNDATION

### TRUSTEES' REPORT

#### *Investment policy and objectives*

The trustees are permitted to invest monies not immediately required for its own purposes in or upon such investment, security or property of any nature and in any part of the world and whether involving liabilities or producing income or not as the charity shall in its discretion think fit to the extent that the charity shall have the same powers in all respects as if it were the absolute owner and beneficially entitled.

#### **Financial instruments**

##### *Objectives and policies*

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

##### *Cash flow risk*

The charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates. The charity uses foreign exchange forward contracts and interest rate swap contracts to hedge these exposures. Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

##### *Credit risk*

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

##### *Liquidity risk*

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance. Further details regarding liquidity risk can be found in the Accounting Policies in the financial statements.

The annual report was approved by the trustees of the charity on 28 April 2021 and signed on its behalf by:

Mr W H Geen (Chairman)  
Trustee



## **THE WEST BUCKLAND SCHOOL FOUNDATION**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE WEST BUCKLAND SCHOOL FOUNDATION**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 July 2020 which are set out on pages 9 to 31.

#### **Respective responsibilities of trustees and examiner**

As the charity's trustees of The West Buckland School Foundation (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 West Buckland School Foundation 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 charity'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**

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:

1. accounting records were not kept in respect of The West Buckland School Foundation 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.

K Toms BSc (Hons) FCA

Institute of Chartered Accountants in England and Wales (ICAEW)

30 Bear Street  
BARNSTAPLE  
EX32 7DD

28 April 2021

# THE WEST BUCKLAND SCHOOL FOUNDATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2020 (INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES)

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
<b>Income and Endowments from:</b>						
Donations and legacies	3	114,633	34,093	-	148,726	166,559
Other trading activities	4	7,394	-	-	7,394	16,567
Investment income	5	546	62,064	2,392	65,002	68,925
Total Income		<u>122,573</u>	<u>96,157</u>	<u>2,392</u>	<u>221,122</u>	<u>252,051</u>
<b>Expenditure on:</b>						
Raising funds	6	(7,435)	(11,392)	(558)	(19,385)	(35,368)
Charitable activities	7	(26,752)	(288,593)	-	(315,345)	(137,981)
Other expenditure	8	(71,146)	-	-	(71,146)	(70,769)
Total Expenditure		<u>(105,333)</u>	<u>(299,985)</u>	<u>(558)</u>	<u>(405,876)</u>	<u>(244,118)</u>
Gains/losses on investment assets		<u>-</u>	<u>(101,991)</u>	<u>(2,044)</u>	<u>(104,035)</u>	<u>78,730</u>
Net income/(expenditure)		17,240	(305,819)	(210)	(288,789)	86,663
Transfers between funds		<u>(24,031)</u>	<u>24,031</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		(6,791)	(281,788)	(210)	(288,789)	86,663
<b>Reconciliation of funds</b>						
Total funds brought forward		<u>92,964</u>	<u>2,257,180</u>	<u>109,737</u>	<u>2,459,881</u>	<u>2,373,218</u>
Total funds carried forward	18	<u>86,173</u>	<u>1,975,392</u>	<u>109,527</u>	<u>2,171,092</u>	<u>2,459,881</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2019 is shown in note 18.



**THE WEST BUCKLAND SCHOOL FOUNDATION**  
**(REGISTRATION NUMBER: 04475523)**  
**BALANCE SHEET AS AT 31 JULY 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets		-	83
Investments	14	<u>2,020,492</u>	<u>2,299,127</u>
		<u>2,020,492</u>	<u>2,299,210</u>
<b>Current assets</b>			
Stocks	15	1,020	1,150
Debtors	16	13,159	17,129
Cash at bank and in hand		<u>143,549</u>	<u>238,555</u>
		157,728	256,834
<b>Creditors: Amounts falling due within one year</b>	17	<u>(7,128)</u>	<u>(96,163)</u>
<b>Net current assets</b>		<u>150,600</u>	<u>160,671</u>
<b>Net assets</b>		<u>2,171,092</u>	<u>2,459,881</u>
<b>Funds of the charity:</b>			
<b>Endowment funds</b>		109,527	109,737
<b>Restricted income funds</b>			
Restricted funds	18	1,975,392	2,257,180
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>86,173</u>	<u>92,964</u>
<b>Total funds</b>	18	<u>2,171,092</u>	<u>2,459,881</u>

## **THE WEST BUCKLAND SCHOOL FOUNDATION**

**(REGISTRATION NUMBER: 04475523)**

### **BALANCE SHEET AS AT 31 JULY 2020**

For the financial year ending 31 July 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### **Directors' responsibilities:**

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 9 to 31 were approved by the trustees, and authorised for issue on 28 April 2021 and signed on their behalf by:

Mr W H Geen (Chairman)  
Trustee

# THE WEST BUCKLAND SCHOOL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

### 1 CHARITY STATUS

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The principal place of business is:

West Buckland School

West Buckland

BARNSTAPLE

Devon

EX32 0SX

These financial statements were authorised for issue by the trustees on 28 April 2021.

### 2 ACCOUNTING POLICIES

#### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of compliance

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 (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

#### Basis of preparation

The West Buckland School Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The charities functional and presentation currency is the £ sterling.

#### Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

#### Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

## THE WEST BUCKLAND SCHOOL FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

#### **Judgements**

There are no judgements which the trustees have made in the process of applying the accounting policies.

#### **Key sources of estimation uncertainty**

There are no key sources of estimation uncertainty that have a significant risk of causing a material adjustment to assets and liabilities to be disclosed.

#### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### ***Donated services and facilities***

Where services or facilities are provided to the charity as a donation that would normally be purchased from our suppliers, this benefit is included in the financial statements at its fair value unless its fair value cannot be reliably measured, then at the cost to the donor or the resale value of goods that are to be sold.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.



## THE WEST BUCKLAND SCHOOL FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

#### *Charitable activities*

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### *Grant provisions*

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories where costs are specifically incurred. Non-specific costs have not been allocated against activities, which is consistent with previous years.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Furniture and equipment	100% of net book value

#### **Fixed asset investments**

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

## THE WEST BUCKLAND SCHOOL FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

#### Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

#### Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### Foreign exchange

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Permanent endowment funds are those acquired for which the trustees have no power to convert the capital into income and any income is to be used for a specific purpose, the use of which is restricted to that purpose. The terms of the acquisition required the adoption of the total return approach to investment and that the capital should be preserved in relation to inflation.

## THE WEST BUCKLAND SCHOOL FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

#### Financial instruments

##### *Classification*

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

##### *Recognition and measurement*

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.



## THE WEST BUCKLAND SCHOOL FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

#### *Debt instruments*

Debt instruments which meet the following conditions are subsequently measured at amortised cost using the effective interest method:

(a) The contractual return to the holder is (i) a fixed amount; (ii) a positive fixed rate or a positive variable rate; or (iii) a combination of a positive or a negative fixed rate and a positive variable rate.

(b) The contract may provide for repayments of the principal or the return to the holder (but not both) to be linked to a single relevant observable index of general price inflation of the currency in which the debt instrument is denominated, provided such links are not leveraged.

(c) The contract may provide for a determinable variation of the return to the holder during the life of the instrument, provided that (i) the new rate satisfies condition (a) and the variation is not contingent on future events other than (1) a change of a contractual variable rate; (2) to protect the holder against credit deterioration of the issuer; (3) changes in levies applied by a central bank or arising from changes in relevant taxation or law; or (ii) the new rate is a market rate of interest and satisfies condition (a).

(d) There is no contractual provision that could, by its terms, result in the holder losing the principal amount or any interest attributable to the current period or prior periods.

(e) Contractual provisions that permit the issuer to prepay a debt instrument or permit the holder to put it back to the issuer before maturity are not contingent on future events, other than to protect the holder against the credit deterioration of the issuer or a change in control of the issuer, or to protect the holder or issuer against changes in levies applied by a central bank or arising from changes in relevant taxation or law.

(f) Contractual provisions may permit the extension of the term of the debt instrument, provided that the return to the holder and any other contractual provisions applicable during the extended term satisfy the conditions of paragraphs (a) to (c).

Debt instruments that are classified as payable or receivable within one year on initial recognition and which meet the above conditions are measured at the undiscounted amount of the cash or other consideration expected to be paid or received, net of impairment.

With the exception of some hedging instruments, other debt instruments not meeting these conditions are measured at fair value through profit or loss.

Commitments to make and receive loans which meet the conditions mentioned above are measured at cost (which may be nil) less impairment.

## THE WEST BUCKLAND SCHOOL FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

#### *Investments*

Investments in non-convertible preference shares and non-puttable ordinary or preference shares (where shares are publicly traded or their fair value is reliably measurable) are measured at fair value through profit or loss. Where fair value cannot be measured reliably, investments are measured at cost less impairment.

#### *Fair value measurement*

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

# THE WEST BUCKLAND SCHOOL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

### 3 INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	General £	£	£	£
Donations and legacies;				
Donations from individuals	7,800	27,093	34,893	41,953
Legacies	424	7,000	7,424	22,080
Gift aid reclaimed	6,905	-	6,905	6,798
Grants, including capital grants;				
Grants from other charities	30,000	-	30,000	25,000
Donated services and facilities	69,504	-	69,504	70,728
	<u>114,633</u>	<u>34,093</u>	<u>148,726</u>	<u>166,559</u>

# THE WEST BUCKLAND SCHOOL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

### 4 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Trading income;			
Sales of goods and services	287	287	25
Events income;			
Other events income	5,607	5,607	16,542
Sponsorship income	1,500	1,500	-
	<u>7,394</u>	<u>7,394</u>	<u>16,567</u>

### 5 INVESTMENT INCOME

	Unrestricted funds	Restricted funds	Endowment funds		
	General	funds	Permanent	Total	Total
	£	£	£	2020	2019
				£	£
Interest receivable and similar income;					
Interest receivable on bank deposits	546	-	-	546	1,264
Other income from fixed asset investments	-	62,064	2,392	64,456	67,661
	<u>546</u>	<u>62,064</u>	<u>2,392</u>	<u>65,002</u>	<u>68,925</u>

### 6 EXPENDITURE ON RAISING FUNDS

#### A) COSTS OF GENERATING DONATIONS AND LEGACIES

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Other direct costs of generating voluntary income	<u>7,435</u>	<u>7,435</u>	<u>23,168</u>

# THE WEST BUCKLAND SCHOOL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

### B) INVESTMENT MANAGEMENT COSTS

	Restricted funds £	Endowment funds Permanent £	Total 2020 £	Total 2019 £
Other investment management costs;				
Administration of the investments	11,392	558	11,950	12,200
	<u>11,392</u>	<u>558</u>	<u>11,950</u>	<u>12,200</u>

### 7 EXPENDITURE ON CHARITABLE ACTIVITIES

		Unrestricted funds General £	Restricted funds £	Total 2020 £	Total 2019 £
	Note				
Grant funding of activities		4,531	288,512	293,043	107,082
Allocated support costs		16,201	81	16,282	23,879
Governance costs	9	<u>6,020</u>	<u>-</u>	<u>6,020</u>	<u>7,020</u>
		<u>26,752</u>	<u>288,593</u>	<u>315,345</u>	<u>137,981</u>

# THE WEST BUCKLAND SCHOOL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

### 8 OTHER EXPENDITURE

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Staff costs			
Wages and salaries	62,477	62,477	62,842
Social security	5,687	5,687	5,749
Pension costs	2,839	2,839	2,137
Depreciation, amortisation and other similar costs	83	83	41
Other resources expended	60	60	-
	<u>71,146</u>	<u>71,146</u>	<u>70,769</u>

No person received emoluments of more than £60,000 during the year.

The staff are employed by West Buckland School. The Charity does not have employees. The costs shown are the value of the services donated by the school.

### 9 ANALYSIS OF GOVERNANCE COSTS

#### GOVERNANCE COSTS

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Independent examiner fees			
Examination of the financial statements	6,020	6,020	7,020
	<u>6,020</u>	<u>6,020</u>	<u>7,020</u>



# THE WEST BUCKLAND SCHOOL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

### 10 GRANT-MAKING

#### Analysis of grants

	Grants to institutions		Grants to individuals	
	2020	2019	2020	2019
	£	£	£	£
<b>Analysis</b>				
Bursaries for individuals	-	-	89,182	89,607
Additional funding for bursary recipients	-	-	5,359	7,078
Bursaries for individuals advanced	-	-	154,325	-
Equipment for West Buckland School	4,531	10,397	-	-
West Buckland School emergency fund	39,646	-	-	-
	<u>44,177</u>	<u>10,397</u>	<u>248,866</u>	<u>96,685</u>

### 11 NET INCOMING/OUTGOING RESOURCES

Net (outgoing)/incoming resources for the year include:

	2020	2019
	£	£
Depreciation of fixed assets	<u>83</u>	<u>41</u>

### 12 TRUSTEES REMUNERATION AND EXPENSES

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.



## THE WEST BUCKLAND SCHOOL FOUNDATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

#### 13 TAXATION

The charity is a registered charity and is therefore exempt from taxation on its charitable activities.

#### 14 FIXED ASSET INVESTMENTS

	Listed investments £	Total £
<b>Market value</b>		
At 1 August 2019	2,299,127	2,299,127
Revaluation	(104,035)	(104,035)
Income and transfers in	79,429	79,429
Management charges and transfers out	<u>(254,029)</u>	<u>(254,029)</u>
At 31 July 2020	<u>2,020,492</u>	<u>2,020,492</u>
<b>Net book value</b>		
At 31 July 2020	<u>2,020,492</u>	<u>2,020,492</u>
At 31 July 2019	<u>2,299,127</u>	<u>2,299,127</u>

Further details of each investment are disclosed in note 23, with the restricted fund totalling £1,910,965 and the endowment fund totalling £109,527 which in total is the above figure of £2,020,492.

#### 15 STOCK

	2020 £	2019 £
Stocks	<u>1,020</u>	<u>1,150</u>

#### 16 DEBTORS

	2020 £	2019 £
Trade debtors	11,213	12,557
Prepayments	1,946	1,492
Other debtors	<u>-</u>	<u>3,080</u>
	<u>13,159</u>	<u>17,129</u>

**THE WEST BUCKLAND SCHOOL FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020**

**17 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade creditors	873	-
Other creditors	-	90,000
Accruals	<u>6,255</u>	<u>6,163</u>
	<u><u>7,128</u></u>	<u><u>96,163</u></u>

**THE WEST BUCKLAND SCHOOL FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020**

**18 FUNDS**

	Balance at 1 August 2019 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 July 2020 £
<b>Unrestricted funds</b>						
<i>General</i>						
Unrestricted funds	92,964	122,573	(105,333)	(24,031)	-	86,173
<b>Restricted funds</b>						
Restricted funds	2,257,180	96,157	(299,985)	24,031	(101,991)	1,975,392
<b>Endowment funds</b>						
<i>Permanent</i>						
Endowment fund	109,737	2,392	(558)	-	(2,044)	109,527
<b>Total funds</b>	<u>2,459,881</u>	<u>221,122</u>	<u>(405,876)</u>	<u>-</u>	<u>(104,035)</u>	<u>2,171,092</u>

**THE WEST BUCKLAND SCHOOL FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020**

**18 FUNDS (CONTINUED)**

	Balance at 1 August 2018 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 July 2019 £
<b>Unrestricted funds</b>						
<i>General</i>						
Unrestricted funds	89,842	133,946	(130,438)	(386)	-	92,964
<b>Restricted funds</b>						
Restricted funds	2,178,990	115,805	(113,129)	386	75,128	2,257,180
<b>Endowment funds</b>						
<i>Permanent</i>						
Endowment fund	104,386	2,300	(551)	-	3,602	109,737
<b>Total funds</b>	<u>2,373,218</u>	<u>252,051</u>	<u>(244,118)</u>	<u>-</u>	<u>78,730</u>	<u>2,459,881</u>

# THE WEST BUCKLAND SCHOOL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

### 18 FUNDS (CONTINUED)

The permanent endowment is invested on a total return basis, as required by the donor. The donor required that the funds should be managed so that the capital is preserved in relation to inflation. The Trustees' took advice from their investment advisors, Smith & Williamson, and the retail price index has been used to calculate the inflation measure. The date of the initial value of the trust for investment and the establishment date of the initial value of the unapplied total return was 11 October 2014. In the year ended 31 July 2020 an additional £1,313 has been added to the original gift component to satisfy this requirement.

#### The investment fund and application of total return to permanent endowment funds:

	Endowment	Unapplied total return	Total
	£	£	£
Opening value of endowment	-	-	-
Gift component of permanent endowment plus inflation as at 1 August 2019	81,031	-	81,031
Unapplied total return		28,706	28,706
<b>Total:</b>	81,031	28,706	109,737
Movement in unapplied total return and endowment in the year:			
Investment return: dividends and interest	-	2,392	2,392
Investment return: recognised and unrecognised gains/(losses)	-	(2,044)	(2,044)
Investment management costs	-	(558)	(558)
<b>Total:</b>	-	(210)	(210)
Unapplied total return allocated to income	-	-	-
Unapplied total return allocated to gift component for inflation	1,313	(1,313)	-
<b>Net movement in the reporting period</b>	1,313	(1,313)	-
Closing value of permanent endowment			
Gift component of permanent endowment carried forward	82,344	-	82,344
Unapplied total return		27,183	27,183
<b>Total</b>	82,344	27,183	109,527

# THE WEST BUCKLAND SCHOOL FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

### 19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	General £	£	Permanent £	£
Fixed asset investments	-	1,910,965	109,527	2,020,492
Current assets	93,301	64,427	-	157,728
Current liabilities	(7,128)	-	-	(7,128)
Total net assets	<u>86,173</u>	<u>1,975,392</u>	<u>109,527</u>	<u>2,171,092</u>

	Unrestricted funds	Restricted funds	Endowment funds	Total funds at 31 July 2019
	General £	£	Permanent £	£
Tangible fixed assets	83	-	-	83
Fixed asset investments	-	2,189,390	109,737	2,299,127
Current assets	99,044	157,790	-	256,834
Current liabilities	(6,163)	(90,000)	-	(96,163)
Total net assets	<u>92,964</u>	<u>2,257,180</u>	<u>109,737</u>	<u>2,459,881</u>

### 20 ANALYSIS OF NET FUNDS

	At 1 August 2019	Cash flow	At 31 July 2020
	£	£	£
Cash at bank and in hand	238,555	(95,006)	143,549
Net funds	<u>238,555</u>	<u>(95,006)</u>	<u>143,549</u>



## **THE WEST BUCKLAND SCHOOL FOUNDATION**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020**

#### **21 RELATED PARTY TRANSACTIONS**

During the year the charity made the following related party transactions:

##### **West Buckland School**

Intangible incoming resources of £69,504 (2019 - £70,728) represents the costs of the services donated by West Buckland School and for which no reimbursement is required. An additional £30,000 is provided by the School to the Foundation as a contribution towards administration costs.

The Foundation committed during the year to make grants of £287,684 to the School. At the balance sheet date the amount due to/from to West Buckland School was £Nil (2019 - 90,000).

#### **22 NON-ADJUSTING EVENTS AFTER THE FINANCIAL PERIOD**

During the first quarter of 2020 a new strain of coronavirus, COVID-19, caused a pandemic and the British government took stringent measures to try and contain the spread of the virus in the United Kingdom. The government announced on 23 March 2020 that the country was to go into lockdown, schools remained open for the children of keyworkers. The government allowed retail divisions to re-open mid-June and many more businesses re-opened from 4 July 2020. Schools reopened in the Autumn term and stayed open during a second national lockdown of 4 weeks from 5 November 2020. The Charity is continuing to cover business overheads within its usual banking facilities. Due to the uncertainty involved relating to potential future outbreaks of COVID-19 it is difficult to estimate its financial effect.



**THE WEST BUCKLAND SCHOOL FOUNDATION**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020**

**23 INVESTMENTS- RESTRICTED BURSARY FUNDS AND ENDOWMENT FUND**

	West Buckland School Foundation £	Orchard Lisle Scholarship Fund £	West Buckland Old Pupils Fund £	Friends of West Buckland £	Fortescue Bristow Fund £	RESTRICTED FUND  Bursary Total £	ENDOWMENT FUND  St Michael's & Alan Carey Fund £
Balance brought forward	587,797	589,099	158,401	96,454	582,102	2,013,853	95,410
Investments	44,013	44,110	11,861	7,222	68,331	175,537	14,327
Cash held as part of portfolio	<u>631,810</u>	<u>633,209</u>	<u>170,262</u>	<u>103,676</u>	<u>650,433</u>	<u>2,189,390</u>	<u>109,737</u>
Transfers in	14,973	-	-	-	-	14,973	-
Interest	1,154	1,157	311	190	1,645	4,457	134
Dividends	15,215	15,252	4,099	2,498	16,910	53,974	1,968
Equalisation	84	84	23	14	128	333	18
Other income	975	977	262	160	926	3,300	272
Management fees	(3,347)	(3,353)	(901)	(549)	(3,242)	(11,392)	(558)
Transfers out	(65,965)	(66,126)	(17,773)	(10,831)	(81,384)	(242,079)	-
Realised gain on investments	4,758	4,770	1,282	781	2,776	14,367	6
Unrealised loss on investments	(20,158)	(20,207)	(5,431)	(3,310)	(67,252)	(116,358)	(2,050)
	<u>(52,311)</u>	<u>(67,446)</u>	<u>(18,128)</u>	<u>(11,047)</u>	<u>(129,493)</u>	<u>(278,425)</u>	<u>(210)</u>
Balance carried forward	575,458	561,817	151,073	91,983	515,789	1,896,120	93,430
Investments	4,041	3,946	1,061	646	5,151	14,845	16,097
Cash held as part of portfolio	<u>579,499</u>	<u>565,763</u>	<u>152,134</u>	<u>92,629</u>	<u>520,940</u>	<u>1,910,965</u>	<u>109,527</u>