

THE WYVERN SCHOOL FOUNDATION TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 SEPTEMBER 2020

THE WYVERN SCHOOL FOUNDATION TRUST

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THE YEAR ENDED 30 SEPTEMBER 2020**

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THE WYVERN SCHOOL FOUNDATION TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2020

The Trustees present their Report with the Financial Statements of the Charity for the year ended 30 September 2020. The Trustees have adopted the provisions of 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) (effective 1 January 2019).

The Wyvern School Foundation Trust (the Charity) was registered as a charity on 10 September 2003. The registered charity number is 1099362. The Charity operates under the terms of a Trust Deed dated 7 July 2003, and its principal objectives are to:

- further the education of the pupils at the Wyvern School, Ashford, Kent by providing or assisting in the provision of special benefits that are not normally funded by the Local Education Authority;
- promote the education of pupils or former pupils of the school under the age of 25 whether by the provision of scholarships, grants or other assistance calculated to promote or further the education of such persons; and
- further the education of any member of the public living within the areas from time to time covered by the school.

Trustees

The following acted throughout the period under consideration:

Stuart M Finn BSc FCA (Chairman)
Beverley Smith ACA (Treasurer/Secretary)
Nicholas Onslow FRES (Trustee)
David J Spencer BEd MA (Trustee)
Bill Miller (Trustee)

Principal Address

The Wyvern School
Buxford, Great Chart Bypass
Ashford, Kent, TN23 4ER

Bank

National Westminster Bank
20 High Street
Ashford, Kent, TN24 8SH

Independent Examiner of Accounts (Honorary)

Barrie W Wright FCA
McCabe Ford Williams
Invicta Business Centre
Monument Way, Orbital Park
Ashford, Kent, TN24 0HB

THE WYVERN SCHOOL FOUNDATION TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)

Review of Activities, Achievements and Performance

The Charity raises funds principally through a contract with a professional fundraiser - the Rutherford Fundraising Consultancy. Donations are also made directly to the Charity as a result of contacts by members of the staff of the Wyvern School. As detailed in the accompanying financial statements, the Charity raised net of fees and expenses the following towards the specific needs of Wyvern School.

Adventure Playground/ Play and Activity Equipment

No additional funds were raised during the year, and at the year end £1,046.14 was held in Reserve to meet the cost of further equipment.

MUGA Garden & Gazebo Project

During the year, £90,500 was raised by our external fundraiser Rutherford Consultancy via very generous donations from the following donors:

Alchemy Foundation
True Colours Trust
Tory Family Trust
Bruce Wake Charity
Toy Trust
Bernard Sunley Foundation
Kent Community Foundation Brake Trust
Ashford Borough Council
Godinton Charity
Clothworkers Foundation
Baily Thomas Fund
St James Place Foundation
Garfield Weston Foundation

After deducting fundraisers fees of £13,575, donations of £74,575.50 were made to the Wyvern School for the installation of a MUGA, wheelchair accessible path around the playing field, gazebo and garden area.

These additions to the school site have allowed more varied play spaces for the children. The MUGA is in constant use by both girls and boys playing football and has provided a safe space for ball games so that there is now also a separate area for children riding bikes. Both areas are key in helping to improve the childrens' gross motor skills. The gazebo and garden have given children who prefer a quieter space, somewhere to sit and read, to play chess, and to keep away from the hustle and bustle of the playground.

They sit in the gazebo or under the trees and it is a tranquil place for them to carry out quieter activities.

The path around the field has been a huge success. The field had always been locked and few children used it. The path leads directly from the playground and goes around the edge of the field, giving every child on site access to the entire field. The path is 0.25km long and winds its way around the edge of the field providing a flat tarmac area for children to walk, cycle, run and to be pushed around in their wheelchairs, opening the whole site up to all children.

It is in use every hour of the day. The gates to the field are never locked now and there is always somebody making use of the green space.

The restricted reserves remaining at the year end were £2,349.50

General Reserve

A small donation of £175.14 was received during the year from the PayPal Giving Fund UK and interest of £13.44 was received in the year. The balance of the reserve at 30 September 2020 was £188.58.

THE WYVERN SCHOOL FOUNDATION TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)

Management and Governance Arrangements

The charity is controlled by its governing document, a deed to trust. The deed provides for a minimum of 3 and a maximum of 5 trustees. Were there a requirement for new trustees, these would be identified and appointed by the remaining trustees. The Chairman of the trustees is responsible for the induction of any new trustees which involves awareness of a trustee's responsibilities, the governing document, administrative procedures, and the history and philosophical approach of the Charity. A new trustee received copies of the previous year's annual report and accounts and a copy of the Charity Commissions leaflet 'The Essential Trustee: What You Need to Know'.

Annually the trustees review the risks that they face. With no property, no investments other than bank deposits, no employees, and continuity of trustees, risk is assessed to be extremely low, and Charity Insurance is not deemed necessary.

Procedures and Policy for Grant Making

The Trustees consider applications for grants from the Wyvern School at their meetings. The Charity receives requests for funds for specific projects at the Wyvern School and initiates fundraising through its contracted fundraiser. The Charity requires evidence from the Wyvern School that grants made are used acquiring the equipment and other materials for which they were requested

Public Benefit

The Trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance as published by the Commission.

Investment Policy

The aim of the Trustees is to donate most of the funds raised to the Wyvern School within twelve months of receipt, and it is anticipated that funds held in Reserves at the end of the reporting period will be donated to the Wyvern School within the near future to meet identified needs. Accordingly, funds are being held in an interest-bearing bank deposit account awaiting disbursement.

The Trustees are empowered by the Trust Deed to make longer-term investment decisions should circumstances deem it appropriate.

Reserves Policy

The Charity's policy on Reserves is explained in a note to the accompanying financial statements.

Statement of Trustees Responsibilities

The Trustees are required under the Charities Act 2011 to prepare financial statements for each financial period, which give a true and fair view of the Charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements that present a true and fair view, the Trustees must comply with the requirements of the Charities SORP and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice are subject to any departures and disclose and explain the reasons in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

THE WYVERN SCHOOL FOUNDATION TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any given time the financial position of the Charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Accounting and Reporting by Charities: SORP Applicable to Charities Preparing their Accounts in Accordance with FRS 102 and the provision of the Trust Deed. They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detections of fraud and other irregularities.

Approval

This report was approved by the Trustees on 30 June 2021 and signed on their behalf.



Chairman of Trustees

S M Finn

Chairman of Trustees

THE WYVERN SCHOOL FOUNDATION TRUST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2020

I report to the charity trustees on my examinations of the accounts of the Charity for the year ended 30 September 2020.

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 required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 statements 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 methods and principles of the 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)

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.

Barrie Wright FCA
McCabe Ford Williams
Suite 1 Invicta Business Centre
Monument Way
Ashford
Kent
TN24 0HB

Dated: 6-7-21

THE WYVERN SCHOOL FOUNDATION TRUST
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2020

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2020

		Unrestricted General	Restricted MUGGA Garden & Gazebo/Path	Restricted Adventure Playground	Total	2019
		£	£	£	£	£
INCOME FROM CHARITABLE ACTIVITIES						
Donations - General Unrestricted	(Note 2)	175.14	0.00	0.00	175.14	0.00
Interest Received		13.44			13.44	2.72
MUGGA/Garden & Gazebo/Path (Restricted)			90,500.00		90,500.00	0.00
		<u>188.58</u>	<u>90,500.00</u>	<u>0.00</u>	<u>90,688.58</u>	<u>2.72</u>
EXPENDITURE ON CHARITABLE ACTIVITIES						
Donations to Wyvern School		0.00	74,575.50	0.00	74,575.50	0.00
Fundraiser's Fees	(Note 3)	0.00	13,575.00	0.00	13,575.00	0.00
		<u>0.00</u>	<u>88,150.50</u>	<u>0.00</u>	<u>88,150.50</u>	<u>0.00</u>
NET INCOME		188.58	2,349.50	0.00	2,538.08	2.72
TOTAL FUNDS BROUGHT FORWARD		697.03	0.00	1,046.14	1,743.17	1,740.45
TOTAL FUNDS CARRIED FORWARD		<u>885.61</u>	<u>2,349.50</u>	<u>1,046.14</u>	<u>4,281.25</u>	<u>1,743.17</u>

The notes forms part of these financial statement

THE WYVERN SCHOOL FOUNDATION TRUST
BALANCE SHEET AS AT 30 SEPTEMBER 2020

	Unrestricted General £	Restricted MUGGA Garden & Gazebo/Path £	Restricted Adventure Playground £	Total £	2019 £
CURRENT ASSETS					
Debtors and Prepayments	0.00	10,000.00	0.00	10,000.00	0.00
Cash at Bank	885.61	(1,575.00)	1,046.14	356.75	1,743.17
	<u>885.61</u>	<u>8,425.00</u>	<u>1,046.14</u>	<u>10,356.75</u>	<u>1,743.17</u>
CURRENT LIABILITIES					
Creditors and Accruals (falling due within one year)	0.00	6,075.50	0.00	6,075.50	0.00
NET ASSETS	<u>0.00</u>	<u>6,075.50</u>	<u>0.00</u>	<u>6,075.50</u>	<u>0.00</u>
RESERVES	<u>885.61</u>	<u>2,349.50</u>	<u>1,046.14</u>	<u>4,281.25</u>	<u>1,743.17</u>

(Note 2)

Approved by the Trustees and signed on their behalf

SDF

Stuart M Finn (Chairman)

Date: 30 June 2021

BES

Beverley Smith (Treasurer)

Date: 30/6/2021

The notes forms part of these financial statements

THE WYVERN SCHOOL FOUNDATION TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the Charity have been prepared in accordance with the Charities SORP (FRS 102) "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 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011. They have also been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the Charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives of the Charity at the discretion of the trustees.

Restricted funds can only be used for particular purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

Further explanation of the nature and purpose of funds is included in the notes to the financial statements.

2. RESERVES

- a) The General Reserve is Unrestricted and is designated by the trustees as follows:

Base Reserve (£25) to provide sufficient funds to meet the anticipated running costs of the Charity for twelve months.

The balance (£860.61) is available to the trustees to make donations consistent with the aims of the Charity as described in the Trust Deed.

- b) The Restricted Reserves may only be donated by the Charity to the Wyvern School for specific purposes specified by the donors or stated in an appeal, including those organised by the Charity's fundraiser Rutherford Fundraising Consultancy. The Restricted Reserves at present are to fund the provision of adventure play and activity equipment (£1,046.14) and to fund the balance of improvement costs in respect of the MUGA, Garden and Gazebo project.

3. FUNDRAISER'S FEES

These fees are paid or accrued at the year end in accordance with the terms of the Contract between the Charity and the Rutherford Fundraising Consultancy based on donations actually received by the Charity during the period covered by the financial statements.

THE WYVERN SCHOOL FOUNDATION TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2020 (continued)

4. TRUSTEES REMUNERATION AND EXPENSES

The Trustees received no remuneration or expenses in the year.

5. DEBTORS

The debtors of £10,000 relate to donations received after the year end, but were expected at the year end.

6. CREDITORS

The creditors of £6,076 relate to £4,576 due to the School as part of the MUGA Garden and Gazebo Project and £1,500 due to Rutherford Fundraising Consultancy. Both amounts have been paid since the year end.