

Registered number: 07646326
Charity number: 1149587

**PARKWOOD HALL SCHOOL
VOLUNTARY FUND
UNAUDITED
TRUSTEES REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2021**

HEDLEY DUNK LIMITED

Chartered Accountants
Trinity House
3 Bullace Lane
Dartford
Kent
DA1 1BB

PARKWOOD HALL SCHOOL VOLUNTARY FUND

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PARKWOOD HALL SCHOOL VOLUNTARY FUND

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MAY 2021

Trustees	Libby Blake, Chair Katherine Priestley Barbara McBrien (resigned 1 July 2020) John Paschoud Anna Mansaray Philip Osman Simon Blackburn
Company registered number	07646326
Charity registered number	1149587
Registered office	Trinity House 3 Bullace Lane Dartford Kent DA1 1BB
Accountants	Hedley Dunk Limited Chartered Accountants Trinity House 3 Bullace Lane Dartford Kent DA1 1BB

PARKWOOD HALL SCHOOL VOLUNTARY FUND

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MAY 2021

The Trustees present their annual report together with the financial statements of the Parkwood Hall School Voluntary Fund for the year 1 June 2020 to 31 May 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) 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).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

• Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

This charity supports the extracurricular activities of students at Parkwood Hall Co-operative Academy (formerly Parkwood Hall School) and aims to enrich the experiences of students and support their families. Parkwood Hall Co-operative Academy is a day and residential school for students with SEN, a range of moderate to severe learning difficulties, speech, language and communication difficulties, many of whom are on the Autistic Spectrum.

The charity's objects are specifically restricted to the following:

- to advance the education of the students at Parkwood Hall School by providing and assisting in the provision of facilities and resources not required to be provided by the Education Skills Funding Agency for education at the school.
- for the public benefit to promote the education (including social, emotional and physical development) of students on the roll of Parkwood Hall School in such ways as the charity Trustees think fit, including by:
 1. awarding to such persons scholarships, maintenance allowances or grants tenable at a college or institution of further education.
 2. providing their education (including the study of music or other arts), and to undertake travel in furtherance of that education or to prepare for entry to an occupation, trade or profession on leaving Parkwood Hall School.
- to assist in such ways as the charity Trustees think fit any charity in Great Britain whose aims include advancing the education of people with learning disabilities under the age of 25 years by developing their mental, physical and moral capabilities through leisure time activities.
- the promotion of social inclusion for the public benefit amongst students attending Parkwood Hall School who are socially excluded by virtue of their learning disability, and their families; by providing them with an opportunity to build their capacity through appropriate means, including:
 - o providing workshops, forums, advocacy and general support.
 - o facilitating outings and social trips including transport.
 - o assisting the provision of information and communication technology within and outside the home to enable them to maximise their learning potential and emotional and social development.

PARKWOOD HALL SCHOOL VOLUNTARY FUND

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MAY 2021

Achievements and performance

● Investment policy and performance

The School Governing Body has the power to deposit or invest any funds of the School not immediately required for the furtherance of its objects (but to invest only after obtaining initial advice from a financial expert). During the year no investments were made. The School Board chose to monitor expenditure against income to assess the levels of available funds for investment before seeking advice on appropriate investment opportunities.

Financial review

● Going concern

After making appropriate enquiries, the Board of Trustees has a reasonable expectation that the fund has adequate resources to continue in operational existence for the foreseeable future. For this reason the Board of Trustees continues to adopt the going concern basis in preparing the accounts.

Structure, governance and management

● Constitution

The fund is a company limited by guarantee and an exempt charity. The charitable company's Memorandum and Articles of Association are the primary governing documents of the Academy Trust.

The Trustees of Parkwood Hall School drawn from the Finance & General Purposes Committee of the Academy Governing Body. They are also the directors of the charitable company for the purposes of company law. Details of the Trustees who served during the period are included in the Reference and Administrative Details on page 1.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 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 then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

PARKWOOD HALL SCHOOL VOLUNTARY FUND

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MAY 2021**

Statement of Trustees' responsibilities (continued)

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

.....*Libby Blake*.....
Ms Libby Blake
Chair of Governors

Date: 08 February 2022

PARKWOOD HALL SCHOOL VOLUNTARY FUND

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MAY 2021**

Independent Examiner's Report to the Trustees of Parkwood Hall School Voluntary Fund ('the Company')

We report to the charity Trustees on our examination of the accounts of the Company for the year ended 31 May 2021.

Responsibilities and Basis of Report

As the Trustees of the Company (and 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 ourselves that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, we report in respect of our examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out our examination we have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

We have completed our examination. We confirm that no matters have come to our attention in connection with the examination giving us cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Dated: 08 February 2022

Jack Fryer

ACA

Hedley Dunk Limited
Dartford

PARKWOOD HALL SCHOOL VOLUNTARY FUND

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MAY 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	48,644	449	49,093	1,307
Charitable activities	4	5,123	105	5,228	4,264
Investments	5	12	-	12	26
Total income		<u>53,779</u>	<u>554</u>	<u>54,333</u>	<u>5,597</u>
Expenditure on:					
Charitable activities		3,446	905	4,351	7,917
Total expenditure		<u>3,446</u>	<u>905</u>	<u>4,351</u>	<u>7,917</u>
Net movement in funds		<u>50,333</u>	<u>(351)</u>	<u>49,982</u>	<u>(2,320)</u>
Reconciliation of funds:					
Total funds brought forward		1,562	18,592	20,154	22,474
Net movement in funds		50,333	(351)	49,982	(2,320)
Total funds carried forward		<u>51,895</u>	<u>18,241</u>	<u>70,136</u>	<u>20,154</u>

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

The notes on pages 8 to 15 form part of these financial statements.

PARKWOOD HALL SCHOOL VOLUNTARY FUND
REGISTERED NUMBER: 07646326

BALANCE SHEET
AS AT 31 MAY 2021

	Note	2021 £	2020 £
Current assets			
Cash at bank and in hand		70,136	20,154
Total net assets		<u>70,136</u>	<u>20,154</u>
Charity funds			
Restricted funds	9	18,241	18,592
Unrestricted funds	9	51,895	1,562
Total funds		<u>70,136</u>	<u>20,154</u>

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 for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....*Libby Blake*.....
Ms Libby Blake
Chair of Governors

Date: 08 February 2022

The notes on pages 8 to 15 form part of these financial statements.

PARKWOOD HALL SCHOOL VOLUNTARY FUND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2021

1. General information

Parkwood Hall School Voluntary Fund is a company limited by guarantee, incorporated in England under company number 07646326. The registered charity number is 1149587 and the registered office is situated at Trinity House, 3 Bullace Lane, Dartford, Kent, DA1 1BB.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Parkwood Hall School Voluntary Fund 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.

2.2 Income

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Company which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

PARKWOOD HALL SCHOOL VOLUNTARY FUND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2021

2. Accounting policies (continued)

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

2.4 Cash at bank and in hand

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

2.5 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.6 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

PARKWOOD HALL SCHOOL VOLUNTARY FUND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2021

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	426	449	875	1,307
Legacies	48,218	-	48,218	-
	<u>48,644</u>	<u>449</u>	<u>49,093</u>	<u>1,307</u>
Total 2020	<u>701</u>	<u>606</u>	<u>1,307</u>	

4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Supporting extra curricular activities of students	5,123	105	5,228	4,264
Total 2020	<u>575</u>	<u>3,689</u>	<u>4,264</u>	

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Investment income	<u>12</u>	<u>12</u>	<u>26</u>
Total 2020	<u>26</u>	<u>26</u>	

PARKWOOD HALL SCHOOL VOLUNTARY FUND

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2021

6. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Supporting extra curricular activities of students	3,247	1,104	4,351	7,917
Total 2020	6,813	1,104	7,917	

Analysis of direct costs

	Supporting extra curricul 2021 £	Total funds 2021 £	Total funds 2020 £
Charity donations	851	851	421
Bank charges	130	130	143
Sundry expenses	152	152	157
Birthday and Christmas gifts	640	640	732
Performance resources	366	366	825
Fair expenses	669	669	2,054
Repairs and maintenance	439	439	2,319
Meals and refreshment expenses	-	-	162
	3,247	3,247	6,813
Total 2020	6,813	6,813	

PARKWOOD HALL SCHOOL VOLUNTARY FUND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2021

6. Analysis of expenditure by activities (continued)

Analysis of support costs

	Supporting extra curricul 2021 £	Total funds 2021 £	Total funds 2020 £
Auditors' non-audit costs	1,104	1,104	1,104

7. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	600	600
Fees payable to the Company's independent examiner in respect of: All other services not included above	504	504

8. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 May 2021, no Trustee expenses have been incurred (2020 - £NIL).

PARKWOOD HALL SCHOOL VOLUNTARY FUND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2021

9. Statement of funds

Statement of funds - current year

	Balance at 1 June 2020 £	Income £	Expenditure £	Balance at 31 May 2021 £
Unrestricted funds				
General Funds - all funds	1,562	53,779	(3,446)	51,895
Restricted funds				
Steel Band	642	-	(439)	203
Performing Arts	3,403	105	(316)	3,192
BEAM	3	-	-	3
Sensory Room	120	-	-	120
Sound System	1,090	-	(50)	1,040
Trips	1,687	-	-	1,687
Lower School	5,630	-	(19)	5,611
Upper School	3,671	-	(4)	3,667
Danson/Greenwich House	805	-	(40)	765
Hyde House/Richmond	803	-	(37)	766
Knole House	738	-	-	738
Physical Wellbeing	-	449	-	449
	18,592	554	(905)	18,241
Total of funds	20,154	54,333	(4,351)	70,136

PARKWOOD HALL SCHOOL VOLUNTARY FUND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2021

9. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 June 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 May 2020 £
Unrestricted funds					
General Funds - all funds	1,755	1,302	(2,481)	986	1,562
Restricted funds					
Steel Band	642	-	-	-	642
Performing Arts	3,764	500	(861)	-	3,403
BEAM	3	-	-	-	3
Sensory Room	120	-	-	-	120
Sound System	1,090	-	-	-	1,090
Trips	1,687	-	-	-	1,687
Lower School	5,208	26	(254)	650	5,630
Upper School	3,610	1,054	(1,261)	268	3,671
Danson/Greenwich House	761	-	(156)	200	805
Hyde House/Richmond	777	-	(114)	140	803
Knole House	738	-	-	-	738
Christmas Fayre	-	2,715	(471)	(2,244)	-
Gatehouse	2,319	-	(2,319)	-	-
	20,719	4,295	(5,436)	(986)	18,592
Total of funds	22,474	5,597	(7,917)	-	20,154

PARKWOOD HALL SCHOOL VOLUNTARY FUND

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2021**

10. Summary of funds

Summary of funds - current year

	Balance at 1 June 2020 £	Income £	Expenditure £	Balance at 31 May 2021 £
General funds	1,562	53,779	(3,446)	51,895
Restricted funds	18,592	554	(905)	18,241
	<u>20,154</u>	<u>54,333</u>	<u>(4,351)</u>	<u>70,136</u>

Summary of funds - prior year

	Balance at 1 June 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 May 2020 £
General funds	1,755	1,302	(2,481)	986	1,562
Restricted funds	20,719	4,295	(5,436)	(986)	18,592
	<u>22,474</u>	<u>5,597</u>	<u>(7,917)</u>	<u>-</u>	<u>20,154</u>

11. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Current assets	<u>51,895</u>	<u>18,241</u>	<u>70,136</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Current assets	<u>1,562</u>	<u>18,592</u>	<u>20,154</u>