



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2020 Period start date To 31/08/2021 Period end date

Charity name: Stepgates Community School

Charity registration number: 1154114

Objectives and Activities

| | SORP reference | |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To advance the education of the pupils at Stepgates Community School by providing and assisting in the provision of facilities not normally provided by the Local Authority. To advance the education of pupils at Stepgates Community School by providing assistance with the funding of school trips and visits and activities outside school for all pupils. |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The fund supports activities to supplement the curriculum; transport to swimming, school trips, workshops in school, whole school Christmas pantomime, some items of school uniform, after school clubs, payment by instalment for residential trips and the rebuilding of our school pool, in addition to this we were fundraising to install changing rooms, toilets and showers adjacent to our new school pool. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The Trustees hereby declare that they have had regard to the guidance issued by the Charity Commission on public benefit and have overseen the management of the account during the year. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|------------------------|----------------|------------|
| Policy on grant making | Para 1.38 | N/A |

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| | | |
| Policy on social investment including program related investment | Para 1.38 | N/A |
| Contribution made by volunteers | Para 1.38 | We are very fortunate to have an active Parent Teacher Association - Friends of Stepgates Community School (FOSS) who organise many activities and events during the year, on a voluntary basis, to raise funds for both their own and the school's charity accounts. Our Board of Governors and parents, alongside member of our local community have been instrumental in raising funds not only for the installation of our new school swimming pool but also the new changing rooms, showers and toilets recently commissioned for use. All activities have been undertaken on a voluntary basis. |
| Other | | The parents and carers of the children attending Stepgates Community School continue to make voluntary contributions and donations towards the various activities and school trips, both during and after school, enabling school to provide an enriched curriculum for our children. |

Achievements and Performance

| | | |
|---|----------------|---|
| | SORP reference | |
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | The donations and grants we have received during the past few years have enabled us to raise enough funds to complete our long awaited project to replace the school swimming pool and more recently install showers and changing rooms adjacent. The Trustees are delighted to announce that the school is not only enabling swimming to be taught as part of the curriculum to all of children in both KS1 & KS2 but also for hire to external clubs and associations. We have already received enquiries from |

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| | | several interested parties. The benefit to the wider, local community is the availability of a brand new facility for hire at a reasonable, more affordable cost benefitting the health and well-being of those living in and around Chertsey. |
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Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|---|
| Achievements against objectives set | Para 1.41 | We continue to achieve our original objectives which is to provide our children with an enriched curriculum and wrap around care which enhances their learning. Fundraising during this year was severely hampered again due to the pandemic, with school facing closure and strict social distancing measures once we re-opened making it impossible to hold our usual calendar of events and fundraisers for the second year in succession. Donations have still been received from individuals from participation in sponsored community activities and from local charities including The Rotary Club and Black Cherry Fair. |
| Performance of fundraising activities against objectives set | Para 1.41 | Despite the limitations caused by the pandemic we have still managed to do a small amount of fundraising. We made 2 successful funding applications to local charitable organisations in respect of the showers and changing rooms for our pool and were delighted when these were approved and project came to fruition. |
| Investment performance against objectives | Para 1.41 | N/A |
| Other | | N/A |

Financial Review

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|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | The Charity's financial position remains one of strength despite large sums having been withdrawn this year to pay for the changing rooms. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | N/A |
| Amount of reserves held | Para 1.22 | £1000 |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | None. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | Funds are raised from parents/carers from donations towards trips, visits and activities. Swimming pool funds are raised through community fundraising activities, grant applications and donations. |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | N/A |
| A description of the principal risks facing the charity | Para 1.46 | The Trustees have not identified any particular risks that will affect the Charity's ability to successfully fund raise to achieve its objectives. |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | School Fund |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | Trust |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | The Trustees are appointed by Stepgates Community School Board of Governors. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | There are three appointed Trustees. |
| Relationship with any related parties | Para 1.51 | N/A |
| Other | | N/A |

Reference and Administrative details

| | |
|-----------------------------|---------------------------------|
| Charity name | Stepgates Community School Fund |
| Other name the charity uses | N/A |
| Registered charity number | 1154114 |

| | |
|-----------------------------|--|
| Charity's principal address | Stepgates Community School Stepgates Chertsey Surrey KT16 8HT |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|------------------|-----------------|-----------------------------------|---|
| 1 | Tara Louise Ford | Chair | | Full Governing Body |
| 2 | Laura Conn | | | Full Governing Body |
| 3 | Michael Pope | | | Full Governing Body |
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Corporate trustees - names of the directors at the date the report was approved

| Director name | | |
|---------------|--|--|
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
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Funds held as custodian trustees on behalf of others

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| Description of the assets held in this capacity | N/A |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

| | |
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Full name(s)

| | |
|------------------|--|
| Tara Louise Ford | |
|------------------|--|

Position (eg
Secretary, Chair, etc)

| | |
|-------|--|
| Chair | |
|-------|--|

Date

| |
|------------|
| 08.06.2022 |
|------------|

Stepgates Community School
Income and Expenditure
01/09/20-31/8/21

| | £ | £ |
|---------------------------------|------------------|--------------------------------|
| Income | | |
| Dontations | | 3,626.00 |
| Fundraising | | 3,045.00 |
| Other | | 23.00 |
| Grants | | 56,160.00 |
| Gross Profit | | <u>62,854.00</u> |
| Less Expenses | | |
| cost of donations (Pool) | 19,676.00 | |
| Fundraising for Charity | 749.00 | |
| Swimming pool Installation cost | 50,226.00 | |
| Bank interest | 499.00 | |
| Total expenses | 71,150.00 | |
| Net profit | | <u><u>-8,296.00</u></u> |

Stepgates Community School

Final Balance for Period Ending 31/8/21

| | |
|---|------------------|
| Opening Balances | 26,322.00 |
| Movement in period from charity bank | -8,296.00 |
| Closing Balance | 18,026.00 |

| | |
|--------------------------------|-----------|
| Represented by Bank Account | 10,949.11 |
| Transfer to School Fund | 7,074.13 |

| | |
|------------|------------------|
| Difference | 2.76 |
| | 18,026.00 |

Signed



Dated

02/05/2022



Independent examiner's report on the accounts

Report to the trustees/ members of

Stepgates Community School

On accounts for the year ended

31st August 2021

Charity no (if any)

1154114

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

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

Signed:

Date: 5/5/22

Name:

Alison Cronk

Relevant

MAAT

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

| |
|--|
| |
|--|

Address:

10 Weathercock Gardens

Holmer Green, Bucks

HP15 6TA

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.