

Friends of Collett

Report of the Trustees and Audited Financial Statements

For The Year Ended 31 March 2021

Friends of Collett

Legal and Administrative Information

For The Year Ended 31 March 2021

| | |
|------------------------------|--|
| Trustees: | Rhea Dickman Rachael Lampey Ben Schneider Maria Azcona |
| Charity Number: | 1157000 |
| Principle Address: | Friends of Collett The Collett School Lockers Park Lane Hemel Hempstead Hertfordshire HP1 1TQ |
| Independent Examiner: | Rubina Anjum Pyramid Point Accounting A:1 Burwood Place Marylebone London W2 2UT |

Friends of Collett

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For The Year Ended 31 March 2021

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Friends of Collett

Trustee Report

For The Year Ended 31 March 2021

The Trustees present their report and financial statements for the period ended 31 March 2021. The financial statements have been prepared in accordance with accounting policies set out in note 1 to the accounts and comply with the Charity's trust deed.

Structure, Governance and Management

Governing Document

The Charity was set up on 9th May 2014 and is registered with the Charity Commission, registration number 1157000.

Appointment of Trustees

Trustee positions are approached personally or advertised for. We have a clear procedure for the recruitment of Trustees and appointment of Trustees are appointed by the Board of Trustees, which is confirmed at the Annual General Meeting, normally held in October. All trustees are DBS checked in line with our safeguarding policies, and references are collected. All trustees are supplied with appropriate information ahead of their considered application for Trusteeship, and are appointed in line with the charity's constitution.

Organisation, Structure and Process

The Board of Trustees meet every two months to fulfil their key role and function of overseeing and directing the affairs of the Charity, ensuring that it is well-run and delivering the charitable outcomes for which it is established. One of those meetings comprises of the 'Annual General Meeting' where trustees review their overall strategy for the charity, review of previous year and set priorities for the following year. The trustees entrust day to day management of the Charity to the 'Fundraising Lead' who delegates through the small staff team.

Public Benefit Statement

In setting our programme each year we have regard to both the Charity Commission's general guidance on public benefit and prevention and relief of poverty for the public benefit. The trustees always ensure that the programmes we undertake are in line with our charitable objectives and aims.

Charity Objectives

To advance the education of pupils in the school, in particular;

1. Developing effective relationships between the staff, parents and others associated with the school;
2. Engaging in activities or providing facilities or equipment which support the school and advance the education of pupils.

Friends of Collett

Trustee Report (Continued)

For The Year Ended 31 March 2021

Results

The results for this year, as given in the Statement of Financial Activities, are considered satisfactory by the trustees, considering what is currently happening in the world of Covid.

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to engage reports to be produced so that the necessary steps can be taken to lessen these risks.

Review of The Year

Despite the pandemic, over the past year Friends of Collett has successfully raised funds to create an all-inclusive and accessible sensory garden, provision of music therapist and development of a forest school area. We have continued to provide additional funds to support our children within the classroom by providing additional classroom resources, sensory equipment and specialist IT equipment and programmes.

With all our face-to-face events cancelled or postponed, Friends of Collett were still able to go ahead with their annual online auction. The charity wishes to thank all those who have so generously supported its work whether by gift or their time, talents, products or financial donations.

This financial year Friends of Collett relied heavily on the support from local businesses, patrons and charitable organisations, as a direct result of the pandemic. Friends of Collett were grateful for one-off grants including The Graham Rowlandson Foundation, Boxmoor Trust, Nineveh Charitable Trust, St James Place Foundation and The Boshier-Hinton Foundation.

We have continued to create and build relationships with small local businesses and larger international businesses such as Warner Bros., Jarvis Build, BNI and Britvic.

Plans for The Future

During the coming financial year, Friends of Collett hope to raise funds to enable The Collett Special Needs School to continue to develop the forest school area, continue funding the music therapist provision and creation of new sensory and therapy space.

Friends of Collett will continue to provide additional funds to support our children within the classroom by providing additional classroom resources, sensory equipment and specialist IT equipment and programmes.

The report was approved by the Trustees and signed on its behalf by:-



Rhea Dickman

Chair & Fundraising Lead

Friends of Collett
Independent Examiner's Report On The Accounts
For The Year Ended 31 March 2021

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

Responsibilities and basis of the report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiners 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 that in any material aspect:

1. Accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. The accounts do not accord with those records;
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



.....
Rubina Anjum
MBA ACMA CGMA
Pyramid Point Limited
1 Burwood Place, Marylebone London
W2 2UT

Friends of Collett
Statement of Financial Activities

For The Year Ended 31 March 2021

| | Notes | Unrestricted Funds | Restricted Funds | 2021 | 2020 |
|------------------------------------|-------|-----------------------|---------------------|---------------|------------------|
| Income and endowments from: | | | | | |
| Donations and legacies | 2 | 42,824 | 35,285 | 78,109 | 92,331 |
| Other trading activities | 3 | 2,259 | - | 2,259 | 13,340 |
| Total | | 45,083 | 35,285 | 80,368 | 105,671 |
| Expenditure On: | | | | | |
| Raising Funds | 4/5 | 692 | - | 692 | (10,449) |
| Charitable Activities | 6/7 | 27,160 | 35,052 | 62,212 | (99,787) |
| Total | | 27,852 | 35,052 | 62,904 | (110,236) |
| Net Income / Expenditure | | 17,231 | 233 | 17,464 | (4,565) |
| Reconciliation Of Funds | | | | | |
| Total Funds Brought Forward | | 10,230 | - | 10,230 | 14,795 |
| Total Funds Carried Forward | | 27,461 | 233 | 27,694 | 10,230 |

Friends of Collett

Statement of Financial Position

As at 31 March 2021

| | Notes | 2021 | 2020 |
|--|-------|---------------|----------------|
| Current Assets: | | | |
| Cash At Bank and In Hand | | 26,329 | 10,371 |
| Prepayments | | <u>2,000</u> | <u>2,000</u> |
| | | 28,329 | 12,371 |
| Creditors: amounts falling due within one year | 11 | <u>(635)</u> | <u>(2,141)</u> |
| Net Current Assets | | <u>27,694</u> | <u>10,230</u> |
| Total Assets Less Current Liabilities | | <u>27,694</u> | <u>10,230</u> |
| Net Assets | | 27,694 | 10,230 |
| The Funds Of The Charity | | | |
| Restricted Income Funds | 12 | 233 | - |
| Unrestricted Income Funds | 12 | 27,461 | 10,230 |
| Total Funds | | 27,694 | 10,230 |

The financial statements were approved and authorised for issue by the Board and signed on its behalf by:



.....
Miss Rhea Dickman
Chair of Trustee

Friends of Collett

Notes to the Financial Statements

For The Year Ended 31 March 2021

1. Accounting Policies**Basis of Accounting**

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and 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 2015)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 2012), and the Charities Act 2011.

Friends of Collett 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 note(s).

2. Income From Donations and Legacies

| | Unrestricted Funds | Restricted Funds | 2021 | 2020 |
|--------------------|-----------------------|---------------------|---------------|---------------|
| Donations Received | 26,984 | 1,000 | 27,983 | 49,928 |
| Grants Received | 15,840 | 34,285 | 50,125 | 41,903 |
| Sponsorships | - | - | - | 500 |
| | <u>42,824</u> | <u>35,285</u> | <u>78,109</u> | <u>92,331</u> |

3. Income Earned From Other Activities**Unrestricted Funds**

| | 2021 | 2020 |
|--------------------|--------------|---------------|
| Fundraising Events | 2,259 | 12,140 |
| Advertising Sales | - | 1,200 |
| | <u>2,259</u> | <u>14,473</u> |

4. Expenditure On Generating Donations and Legacies**Unrestricted Funds**

| | 2021 | 2020 |
|-----------|------------|------------|
| Donations | 422 | 192 |
| | <u>422</u> | <u>192</u> |

5. Expenditure on other trading activities

| | Unrestricted Funds | Restricted Funds | 2021 | 2020 |
|--------------------|-----------------------|---------------------|------------|---------------|
| Fundraising Events | 270 | - | 270 | 10,257 |
| | <u>270</u> | <u>-</u> | <u>270</u> | <u>10,257</u> |

Friends of Collett

Notes to the Financial Statements

For The Year Ended 31 March 2021 (Continued)

6. Costs of Charitable Activity By Fund Type

| | Unrestricted Funds | Restricted Funds | 2021 | 2020 |
|---------------------------------|-----------------------|---------------------|---------------|---------------|
| Donations to The Collett school | 25,000 | 35,052 | 60,052 | 98,328 |
| Support Costs | 2,160 | - | 2,160 | 1,459 |
| | 27,160 | 35,052 | 62,212 | 99,787 |

7. Costs Of Charitable Activity By Activity Type

| | Activities Undertaken Directly | Support Costs | 2021 | 2020 |
|---------------------------------|--------------------------------------|------------------|---------------|---------------|
| Support Costs | | | | |
| Donations to The Collett School | 60,052 | 2,160 | 62,212 | 99,787 |
| | 60,052 | 2,160 | 62,212 | 99,787 |

8. Analysis of Support Costs

| | 2021 | 2020 |
|--|--------------|--------------|
| Donations to The Collett School | | |
| Advertising & Marketing | 500 | - |
| Governance Costs | 1,660 | 1,459 |
| | 2,160 | 1,459 |

9. Net Income / (Expenditure) For The Year

| | 2021 | 2020 |
|-------------------------------|-------|-------|
| This is stated after charging | | |
| Accountancy Fees | 1,370 | 1,320 |

Friends of Collett

Notes to the Financial Statements

For The Year Ended 31 March 2021 (Continued)

10. Comparative For The Statement Of Financial Activities

| | Notes | Unrestricted Funds | Restricted Funds | 2021 | 2020 |
|------------------------------------|-------|--------------------|------------------|----------------|------------------|
| Income and Endowments From: | | | | | |
| Donations and Legacies | 2 | 26,054 | 66,277 | 92,331 | 79,371 |
| Other Trading Activities | 3 | 13,340 | - | 13,340 | 14,473 |
| Total | | 39,394 | 66,277 | 105,671 | 93,844 |
| Expenditure On: | | | | | |
| Raising Funds | 4/5 | 10,449 | - | 10,449 | (10,492) |
| Charitable Activities | 6/7 | 33,510 | 66,277 | 99,787 | (114,064) |
| Total | | 43,959 | - | 110,236 | (124,556) |
| Net Income / Expenditure | | (4,565) | - | (4,565) | (30,712) |
| Reconciliation of Funds | | | | | |
| Total Funds Brought Forward | | 14,795 | - | 14,795 | 45,507 |
| Total Funds Carried Forward | | 10,230 | - | 10,230 | 14,795 |

11. Creditors: Amounts Falling Due Within One Year

| | 2021 | 2020 |
|------------------------------|------------|--------------|
| Trade Creditors | - | 332 |
| Accruals and Deferred Income | 635 | 1,810 |
| | 635 | 2,143 |

12. Movement In Funds

| | Balance at 01/04/2020 | Incoming Resources | Outgoing Resources | Transfers | Balance at 31/03/2021 |
|--------------------|-----------------------|--------------------|--------------------|-----------|-----------------------|
| Unrestricted Funds | 10,230 | 45,083 | (27,852) | - | 27,461 |
| Restricted Funds | - | 35,285 | (35,052) | - | 233 |
| Total | 10,230 | 80,368 | (62,904) | - | 27,694 |

Previous Year

| | Balance at 01/04/2019 | Incoming Resources | Outgoing Resources | Transfers | Balance at 31/03/2020 |
|--------------------|-----------------------|--------------------|--------------------|-----------|-----------------------|
| Unrestricted Funds | 14,795 | 39,394 | (43,959) | - | 10,230 |
| Restricted Funds | - | 66,277 | (66,277) | - | - |
| Total | 14,795 | 105,671 | (110,236) | - | 10,230 |