

***THE GOOD SHEPHERD CATHOLIC PRIMARY SCHOOL FUND***

**Annual Report & Financial Statements**

**For the year ended**

**31 Aug 2022**

# ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUG 2022

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## TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUG 2022

The trustees present their report and financial statements together with the independent examiner's report for the year ended 31 Aug 2022.

### REFERENCE AND ADMINISTRATIVE DETAILS

**Charity Name** The Good Shepherd Catholic Primary School Fund

**Charity No** 1172505

**Contact Address** Mrs Imogen Lavelle  
The Good Shepherd RC  
Primary School  
35 Gayford Road  
London  
W12 9BY

**Website Address** [www.goodshepherdrc.lbhf.sch.uk](http://www.goodshepherdrc.lbhf.sch.uk)

<b>Current Trustees</b>	Wesley Harcourt	Chair
	Imogen Lavelle	Treasurer
	Catherine Goacher	Trustee

**Bankers** Allied Irish Bank

**Independent Examiner** Mark Hill ACMA  
Living Lightly Ltd  
95 Bridge Lanes  
Hebden Bridge Halifax HX7 6AT

## **TRUSTEES' REPORT**

### **Governing Document**

The charity is a charitable incorporated organisation ("CIO") governed by its constitution dated 10 Apr 2017 and granted charitable status by the Charity Commission on that date.

### **OBJECTS & ACTIVITIES**

The objects of the charity are:

- Providing outstanding additional supplies, resources and activities for pupils to access as part of an extended curriculum
- Provide advocacy advice and information

### **ACHIEVEMENTS & PERFORMANCE**

As the COVID restrictions remained during the course of 2021, we began the academic year 2021-2022 hopeful of a return to normal. Governors and staff maintained an air of normality, ensuring that children's learning experience was protected from the requirements necessary due to COVID, as much as could be deemed safe.

In the winter of 2021, as the inclement weather drew in, until Easter 2022, the governing body agreed to erect a large Marquee, 9m x 18m, in the school playground. The marquee allowed children to have access to the outdoors throughout the winter and early spring.

Within the marquee, we were able to hold music lessons, this was important as COVID restrictions remained in place for schools regarding the teaching of music. Having the marquee ensured that the children's teaching timetable was not interrupted, other lessons such as PE & games also took place in the marquee. In addition to this we were able to host all our Christmas events, Christmas Fair, Carol Service and Nativity play safely, within the marquee. Parents generously donated towards the cost of the marquee, for this reason we were able to retain it until April 2022.

An appeal by the governing body finance committee in the summer of 2022, invited parents to consider making regular payments to the school fund. This appeal was successful, a significant number of parents, almost 50% of families, either increased their donation, or set up a regular payment.

During this challenging period, we were able to continue to fund the school counselling service. The school counsellor attended school twice weekly, and provided a much-needed service for both children and their parents.

In addition to this, we were able to continue our support for Beka Primary school in Malawi. Through Mary's Meals Charity, The Good Shepherd School is committed to funding a meal for every pupil in Beka Primary School, for a whole school year. The children and parents are grateful for the opportunity to be able to put the school's Mission Statement into practice; Jesus said 'Love one another as I have love you.' John 13:34

With love at the core of all we do, at The Good Shepherd we:

Love to learn together and

Learn to love together

Pray together and play together

Putting our faith into action

Growing in the Love and Truth of Christ in

His church for the benefit of all.

Wesley Harcourt liaised with the head teacher and senior leadership team regularly across this period, to ensure that the school fund was supporting the needs of the children, when and where appropriate.

## TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUG 2022

### FINANCIAL REVIEW

#### Overview

Income has come from membership subscriptions, and donations from individuals. Expenditure was minimal and comprised fixed cost items such as insurance and trustees expenses.

#### Summary of Receipts & Payments

	2018	2019	2020	2021	2022
	£k	£k	£k	£k	£k
Operating receipts	61.9	101.6	90.1	73.8	125.3
Operating payments	(45.7)	(128.0)	(77.8)	(83.7)	(133.3)
Net receipts/(payments) for the year	16.1	(26.4)	12.3	(9.9)	(8.0)
Balance	<u>34.6</u>	<u>8.2</u>	<u>20.5</u>	<u>10.6</u>	<u>2.5</u>

#### Reserves Policy

Trustees consider that it is appropriate to hold minimal cash reserves to allow as much funding as possible for events. Reserves at the year-end, were £3.5k (2021: £11.9k).

### FUTURE PLANS

We are optimistic about the future with regard to the Coronavirus pandemic and are planning to hold a full series of events from Oct 2022 to Mar 2023. Long term our objectives remain to:

- Enhance the educational provision of the children. The school has engaged a specialist Spanish teacher,
- Increased the provision of specialist music teaching, to allow for a Choir and Orchestra.
- Offer all children a specialist Art curriculum, delivered by a local Art Studio, Kite Studios.
- Rebuild the school's Design Technology & Cookery Classroom

This report was approved by the trustees on 12 Apr 2023 and signed on their behalf by:



**Wesley Harcourt**

Chair

# **INDEPENDENT EXAMINER'S REPORT**

FOR THE YEAR ENDED 31 AUG 2022

## **Independent Examiner's Report to the Trustees of Cathedral Concert Society**

I report on the accounts of the charity for the year ended 31 Aug 2022, which are set out on pages 7 to 11.

### **Responsibilities and basis of report**

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

You are satisfied that the charity is not required by charity law to have its accounts audited and you have chosen to have an independent examination instead of an audit.

It is my responsibility to examine the accounts under section 145 of the Act. In carrying out my examination, I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

Having completed by examination, I confirm that no matter came to my attention giving me cause to believe in any material respect:

- accounting records were not kept as required by section 130 of the Act; or
- the accounts do not accord with those records.

I confirm there are no other matters to which your attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Mark Hill, ACMA**

12 Apr 2023

# STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 31 AUG 2022

	Note	2022	2021	2020
		£	£	£
<b>Receipts</b>				
Donations	7	95,145	36,643	25,038
Capital Funding	8	-	19,929	25,149
Trading receipts				
Uniform income	9	3,627	5,990	4,913
Events		26,385	9,497	31,117
Other income		95	1,779	3,857
		<b>125,252</b>	<b>73,838</b>	<b>90,074</b>
<b>Payments</b>				
Trading payments				
Uniforms	10	2,861	4,735	7,553
Clubs/Events	10	39,523	49,600	23,484
Capital Investment	11	-	1,818	34,242
Administration	12	34,935	22,582	10,503
Governance costs	13	1,000	600	600
Donations Made	14	54,997	4,422	1,429
		<b>133,317</b>	<b>83,757</b>	<b>77,811</b>
<b>Net receipts/(payments)</b>		<b>(8,065)</b>	<b>(9,919)</b>	<b>12,263</b>
Balance as at 01 Sept 2021		<b>10,561</b>	20,574	8,311
<b>Balance as at 31 Aug 2022</b>		<b>2,496</b>	<b>10,655</b>	<b>20,574</b>

All funds are unrestricted.

The above statement excludes funds raised for other charities as shown in Note 14

The Notes on pages 9 to 11 form an integral part of these accounts.

## STATEMENT OF ASSETS & LIABILITIES

AS AT 31 AUG 2022

	Note	2022	2021	2020
<b>Bank &amp; cash Balances</b>		£	£	£
Bank current account		<b>3,496</b>	11,855	21,142
Bank deposit account		<b>Nil</b>	Nil	Nil
		<b>3,496</b>	11,855	21,142

The current account is stated net of a £4646 uncleared cheque for the School Ball.

### Debtors

Nil	<b>Nil</b>	Nil	Nil
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### Liabilities

Creditors: Accrued Accounting	<b>(1,000)</b>	(1,200)	(600)
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### Funds

Unrestricted Funds	<b>2,496</b>	10,655	20,574
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All funds are unrestricted.

The Notes on pages 9 to 11 form an integral part of these accounts.

These accounts were approved by the trustees on 12 Apr 2023 and signed on their behalf by:



**Wesley Harcourt**

Chair



# NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUG 2022

## 1. Basis of Preparation

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities Act 2011.

## 2. Fund Accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- (b) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.

Currently all of the charity's funds are unrestricted.

## 3. Taxation

- (a) The charity is not liable to corporation tax or capital gains tax on its charitable activities.
- (b) The charity is not registered for VAT; thus all costs are shown inclusive of VAT charged.

## 4. Trustee remuneration

- (a) No remuneration was paid to trustees during the year or in the previous year.
- (b) The charity's insurance policy includes trustee indemnity insurance cover for all of its trustees.

## 5. Trustees expenses

There was one transaction with trustees to report this year

	2022		2021	
	No of Trustees	Amount £	No of Trustees	Amount £
Refund of Music store Eqmt costs repaid to I Lavelle	1	2,201	0	0

## 6. Transactions with related parties

There were no related party transactions to report this year.

## 7. Donations

	2022 £	2021 £	2020 £
7(a) Charity Trust	-	1,000	-
7(b) Easy fundraising	6,902	-	-
7(c) Individual Contributions	29,000	30,643	25,038
7(d) Large Private donations	59,243	5,000	-
	<b>95,145</b>	<b>36,643</b>	<b>25,038</b>
Donations income includes onward donations made of	2,650	4,422	1,429

# NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUG 2022

## 8. Devolved Capital Funding

	2022	2021	2020
	£	£	£
8(a) DFC Equipment Support	0	10,020	25,419
8(b) Diocese Capital Funding	0	9,909	-
	0	19,929	25,419

## 9. Trading Receipts

	2022	2021	2020
	£	£	£
9(a) Uniform Income	3,627	5,990	4,913
9(b) Extra Curricular / School Trip	22,382	6,497	31,117
9(c) Ball Tickets	4,002	-	-
9(d) Other Events	-	3,000	-
Other income	95	-	-
	30,106	15,487	36,030

## 10. Primary purpose trading Payments

	2022	2021	2020
	£	£	£
10(a) Uniform Payments	2,861	4,735	7,553
10(b) Premises Costs	-	215	1,064
10(c) School Trips	1,459	1,795	1,045
10(d) Sports and Music Clubs	24,431	47,588	21,373
10(e) Food	785	-	-
10(f) School Ball	9,615	-	-
10(g) Other events	3,233	-	-
	42,385	54,333	31,037

## 11. Capital Investment

	2022	2021	2020	2019
	£	£	£	£
11(a) Playground	-	1,818	23,695	-
11(b) Class Room	-	-	-	35,172
Teaching Equipment	-	-	7,111	-
Other Equipment incl. Air-condition	-	-	3,436	30,000
	-	1,818	34,242	65,172

# NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUG 2022

## 12. Administration and Services for staff

	2022	2021	2020
	£	£	£
12(a) School Counsellor	18,870	18,725	5,688
12(b) Welfare Work for staff	741	883	1,786
12(c) Teaching Materials (additional)	-	1,740	-
12(d) Curriculum enrichment	12,612	-	-
12(e) Staff hospitality	-	-	-
12(g) Fraud	-	393	181
12(h) Gift	120	-	-
12(i) Postage & delivery	395	-	141
12(j) Office Supplies	136	-	-
12(p) Bank charges	374	129	484
12(q) Diocesan Administration	1,544	129	484
Data Protection	-	-	60
Other	144	712	2,163
	<b>34,935</b>	<b>22,582</b>	<b>10,503</b>

## 13. Governance costs

	2022	2021	2020
	£	£	£
Trustees' travel expenses	Nil	Nil	Nil
13(a) Independent examiner's fee (£600 accrued 2021)	1,000	600	600
	<b>1,000</b>	<b>600</b>	<b>600</b>

## 14. Donations

	2022	2021	2020
	£	£	£
14(a) Donations to the School itself	52,347	-	-
14(b) Donations for other charities	2,650	4,422	1,429
	<b>54,997</b>	<b>4,422</b>	<b>1,429</b>

## 15. Other Costs

2022	2021	2020
£	£	£
143	95	0