

# Bishop Thomas Grant Charitable Foundation



**Report of the Trustees**

**&**

**Accounts for**

**1 September 2021 to 31 August 2022**

**Registered Charity Number 1175028**

*Bishop Thomas Grant R.C. School - Belltrees Grove Streatham London SW16 2HY*

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## **CHARITY INFORMATION**

**CHARITY NAME:** Bishop Thomas Grant Charitable Foundation

**PRINCIPAL OFFICE:** Belltrees Grove, Streatham, London SW16 2HY

**TRUSTEES:** Mr Stephen Beck  
Ms Bernadette Boyle  
Miss Mary Murray  
Mrs Shelley Thompson  
Mrs Michelle Desira

**REGISTERED CHARITY No:** 1175028

**BANKERS:** Lloyds Bank, Hampstead, London

**INDEPENDENT EXAMINER:** Mrs Anne Jackson, Selsdon

## **TRUSTEES REPORT**

**Bishop Thomas Grant Charitable Foundation** is an unincorporated organisation registered as a charity (number 1175028) under the Charities Act 2011. It is governed by a constitution dated **9 October 2017**.

### **The Objectives of the Foundation**

The advancement of education primarily but not exclusively of students at Roman Catholic schools in the Diocese of Southwark and mainly for students of Bishop Thomas Grant Roman Catholic Secondary School, Belltrees Grove, Streatham, London SW16 2HY. This will include providing financial assistance and relief to those in need by reason of ill health, disability, economic hardship, or other disadvantages (but without imposing any limitations). It will provide grants and bursaries primarily but not exclusively for students at Roman Catholic schools in the Diocese of Southwark, particularly to school students, by providing financial assistance.

Trustees are appointed by resolution of the existing Trustees. All material items and the day-to-day running of the charity are discussed and agreed upon by the Trustees.

### **Projects and activities**

The charity has continued to build up its funding base, and work on this is developing well through a growing number of recurring contributors. This remains a slower rate of growth than would have been hoped due to the impact of the current economic situation and the increased costs of living that families are experiencing.

All staff/volunteers continue to provide unpaid support and their services and time freely. Without this support, the charity would find it extremely difficult to continue running as it proceeds to undertake the above mentioned activities.

### **Fundraising**

As indicated above, it is planned to continue to build on this over the coming year by expanding the number of regular contributors. Where supporters can, they continue to provide contributions within their means in the knowledge that they have total control over this, using standing orders, cash or cheques for payments.

The Foundation is aware that students' well-being and learning opportunities are impacted by their working environment and the availability of appropriate accommodation and resources. Bishop Thomas Grant Charitable Foundation directs its funds to support developments at the school and for the students where alternative funding streams are unavailable. We are currently looking to support the development of on-site sports provision, for which planning approval was delayed due to the local council seeking more information and detail at the pre-planning stage. The full planning application is anticipated to move ahead before the summer break. The school is also hoping that during this interregnum, the Charitable Foundation will consider lending its support for another area, namely the IT infrastructure, that has been identified as needing major upgrading to make it fit for purpose.

The identified areas of IT and physical education, will depend on the Foundation's support if the proposed improvements are to be achieved. The school is also facing additional costs relating to its required 10% contribution to window replacements that have had to be undertaken urgently due to several health and safety concerns.

### **Reserves policy**

The Trustees of the charity intend to keep a reserve that will provide a sufficient amount to ensure the day-to-day operation of the Charitable Foundation and enable timely responses to any requests for support and resources for any fundraising activities. This particularly relates to the current position regarding disadvantaged young people.

### **Building Works**

The Charitable Foundation is looking to continue to be in a position to increase the level of support it may give to the benefit of Bishop Thomas Grant School, its students and the wider community, thereby fully encompassing the objectives of the Charitable Foundation. It also remains open to requests to support students and their families impacted by the current increases in the cost of living through the school's support mechanisms.

### **Risk review**

The Trustees have performed a risk review, which has resulted in a greater understanding that the continuation of the Charitable Foundation depends on the support of volunteers. Ensuring that a good relationship is maintained with the volunteers is essential. An annual risk review will align with any proposed developments in the Charitable Foundation's activities.

### **Record of thanks**

The Trustees would like to take this opportunity to thank all the members, volunteers and the public who have contributed their time and services to the Foundation over the last year.

Total donations for 2021/22	£39,599.00
Other income	£8,849.44
<b>Total Receipts</b>	<b>£48,448.44</b>

### **SIGNED ON BEHALF OF THE BOARD OF TRUSTEES**



Signed: Mr Stephen Beck, Trustee

Date:

11/05/2023



Signed: Ms Bernadette Boyle, Trustee

Date:

11/05/2023



**Minutes of the Annual General Meeting  
of the  
Bishop Thomas Grant Charitable Foundation Trustees  
held on Thursday 24 November 2022 at 18:00**

**In Attendance**

<b>Name</b>	<b>Foundation Role</b>	<b>Office Held</b>	<b>School Role</b>
Mr Stephen Beck	Trustee	Chair	Chair of Governors
Ms Bernadette Boyle	Trustee	Vice-Chair	Headteacher
Miss Mary Murray	Trustee	Member	-
Ms Shelley Ann Thompson	Trustee	Member	Deputy Headteacher
Mrs Michelle Desira	Trustee	Treasurer	Deputy Business Manager
Mrs Pat Spinks	Also in attendance	Secretary	Finance Officer

1. **Apologies** – There were no apologies, as all Trustees were present
2. **Minutes & Matters Arising** – the minutes of the AGM held on Thursday, 25 November 2021, were agreed and have been formally approved as an accurate record of the meeting with no amendments, the annual report was recognised as a true reflection of the Charitable Foundation's work and aims. The minutes of the Trustees' meeting held on 20 July 2022 were approved as an accurate meeting record and signed by the Chair.
3. **The Chair** – he once again recognised the ongoing services of all the Trustees for their work and support of the Charitable Foundation. He felt this was now established on a firm footing. He also recognised, in particular, the work of Mrs Spinks and Mrs Desira for managing the bulk of the administrative load involved in running the Charitable Foundation on a day-to-day basis. Their contributions have been invaluable and helped considerably sustain the Charitable Foundation's income. The Trustees' respective roles have once again ensured the smooth running of the Charitable Foundation, and all agreed to continue in these for the coming financial year. It was decided that these arrangements would continue to be reviewed annually for ratification at the AGM. Mrs Spinks also secures a good separation of duties for the Charitable Foundation. In line with last year's report, the school's development fund is close to being wound up as contributors' commitments come to an end. It was agreed that this account should be closed once it is decided appropriate and deposits to the account cease.

The accounts for the year September 2021 to August 2022 have been prepared and circulated in advance. The Trustees continue to review the Charitable Foundation's Bankers (Lloyds) to ensure the most appropriate arrangements are put in place to secure the lowest costs and maximum interest for the Charitable Foundation. Following last year's decision to seek opportunities for a percentage of the funds held to be invested in the short term to earn some interest; two individual sums of £85,000 have been placed on deposit, the first being for a 12-month period and the second for an 18-month period. In addition, an easy-access deposit account is being investigated through our bankers, Lloyds, this will enable the balance of funds normally held in the non-interest-bearing current account to earn interest. The funds held in this easy-access deposit account would be available instantaneously. This will be fortunate, as it will coincide with a general increase in interest rates. As the reserves grow, this will be kept under review and action taken as appropriate to maximise interest on held funds without tying them up for too long and making the award of

grants difficult. The likely need to access the funds, and the security of the funds will be borne in mind at all times. The Trustees formally approved the 2021 – 2022 accounts.

The Charitable Foundation continues to build up its funding base. There is still an impact due to the current cost of living increases. However, it is hoped that the Foundation will continue to be able to provide appropriate levels of support to enable planned projects to come to fruition. As the Charitable Foundation receives requests for help, it will hopefully be in an even stronger position to meet such requests. The Bishop Thomas Grant Charitable Foundation directs its funds in the main to support developments at the school for which alternative funding streams are unavailable. We are currently looking to assist in pushing forward the development of on-site sports provision that will also provide a funding stream to the school. Support for the development of the school's IT infrastructure and improvements to the fabric of the school building, and continued support to maintain the school's valuable mini-bus provision continue to be a focus for the Charitable Foundation. These areas depend on the Charitable Foundation's support, without which many would not happen or will decline. The Trustees confirmed their willingness to consider requests concerning all these areas. Ms Boyle agreed to keep the Trustees informed as these developments progressed.

4. **Future Plans** – the Trustees will continue to meet regularly and seek to maintain good income levels. Any funding will continue to be allocated prudently to secure the on-going fulfilment of the Charitable Foundation's Aims and Objectives.
5. **The Trustees** - approved the reappointment of Mrs Anne Jackson to the role of accounts verifier to the Charitable Foundation. Mrs Spinks agreed to arrange for verification and uploading to the Charity Commission website and meet compliance with their timescales, and process the Charitable Foundation's annual gift aid claim.
6. **The Trustees** - agreed to the Chair convening ad hoc meetings throughout the year to suit the Charitable Foundation's needs. The next AGM will be held around the same time as this year in 2023 and a date will be confirmed later in the year.

The Chair thanked everyone for their attendance and ongoing involvement with the Charitable Foundation. The Charitable Foundation's work will become an increasingly valuable asset to the school, its pupils, young people and the local community. Therefore, the ongoing growth and development of the Charitable Foundation is critical for the future.

The meeting closed at 7.05 pm.

Signed as an accurate record of the meeting of the Trustees:



Mr Stephen Beck  
Foundation Trustee and Chair

Date: 09/01/2023



# BISHOP THOMAS GRANT SCHOOL CHARITABLE FOUNDATION ACCOUNTS

1 September 2021 - 31 August 2022

ACCOUNT NUMBER: 36060568 SORT CODE: 30-90-89

DATE	DETAILS	PAYMENTS	RECEIPTS	BANK BALANCE
01/09/2021	Opening balance			£324,420.68
01-30/09/21	Donations		£8,605.00	£333,025.68
02/09/2021	Moved to deposit account	£85,000.00	£0.00	£248,025.68
01-30/10/21	Donations		£2,015.00	£250,040.68
01-30/11/21	Donations		£1,855.00	£251,895.68
01-30/12/21	Donations		£2,905.00	£254,800.68
01-30/01/22	Donations		£1,700.00	£256,500.68
01-28/02/22	Donations		£1,700.00	£258,200.68
01-30/03/22	Donations		£11,019.00	£269,219.68
01-30/04/22	Donations		£1,610.00	£270,829.68
24/05/2022	HMRC Charities Gift Aid Claim		£8,849.44	£279,679.12
01-31/05/22	Donations		£1,900.00	£281,579.12
16/06/2022		£85,000.00		£196,579.12
01-30/06/22	Donations		£2,970.00	£199,549.12
01-31/07/22	Donations		£1,590.00	£201,139.12
01-31/08/22	Donations		£1,730.00	£202,869.12
31/08/2022	Closing balance			£202,869.12
		<u>£170,000.00</u>	<u>£48,448.44</u>	
	<b>Lloyds Bank</b>			
	Payments	£170,000.00	£324,420.68	Opening balance
	Receipts	£48,448.44	£202,869.12	Closing balance
	Movement	<u>-£121,551.56</u>	<u>-£121,551.56</u>	Movement
	Balance held at bank	£202,869.12	<b>Lloyds Bank</b>	
	Balance held on deposit	£85,000.00	<b>Hampshire Trust Bank</b>	
	Balance held on deposit	£85,000.00	<b>Cambridge &amp; Counties Bank</b>	
		<u>£372,869.12</u>		

## Accounts prepared by Mrs P Spinks

Report by the independent examiner:

I have examined the above accounts and certify that they present a true and fair view of the affairs of the Bishop Thomas Grant School Charitable Foundation for the period 1 April 2021 to 31 March 2022

Name: Mrs A Jackson

Date:

9.5.23

Signed:

*A Jackson*



## **NOTES TO THE FINANCIAL STATEMENTS**

### **BASIS OF PREPARATION**

These financial statements comply with the Charities Act.

### **TRUSTEES EXPENSES**

No expenses were paid to any of the Charitable Foundation's Trustees for the year ended 31 August 2022.

### **STAFF COSTS**

There are no employees of the Foundation, and all work is contributed voluntarily.

### **LAND AND BUILDINGS**

The Foundation does not own any land or buildings.

### **DESIGNATED FUNDS**

Designated funds comprise unrestricted funds that the Trustees can set aside to run the Foundation.

### **EXPENDITURE**

The Bishop Thomas Grant Charitable Foundation's Expenditure will be accounted for and classified under relevant headings that aggregate all costs related to/incurred by that category. On a reasonable, justifiable and consistent basis, the Trustees will apportion expenditures involving more than one category and within the parameters of the administration of the Foundation.