

Middle Street School Fund

Middle Street Primary School
Middle Street, Brighton
East Sussex, BN1 1AL
Charity Number: **1176330**

ANNUAL REPORT

Middle Street School Fund

6th Dec 2019 - 5th Dec 2020

Report of the trustees for the year ended 5th December 2020

The trustees of Middle Street School Fund present their annual report for the year ended 5th December 2020. This report and associated financial accounts have been prepared in line with the Charity Commission guidance *Charity reporting and accounting: the essentials November 2016 (CC15d)*.

Reference and administrative details

Charity Name	Middle Street School Fund
Charity Number	1176330
Principle Office Address	Middle Street Primary School, Middle Street, Brighton, East Sussex, BN1 1AL
Trustees	Trustees who served for all or part of this year: Oliver Sharpe Chair Mark Juba Ray Williams Treasurer Robin Manuell Hannah Jefferies

Structure, governance and management

Middle Street School Fund (MSS Fund) is a Charitable Incorporated Organisation (CIO) governed by a constitution based on the Charity Commission’s ‘Foundation’ model constitution. The constitution was approved by the initial set of trustees of the charity on 5th December 2017 and then the charity was registered with the Charity Commission on 18th December 2017.

The most notable change from the model constitution is in section 10.(2) which specifies how the Governing Board of Middle Street School may appoint five charity trustees. This is the only formal link between the CIO and the school. Trustees can also be appointed by the existing trustees of the CIO.

Although the constitution does not require this, the trustees have adopted the convention of appointing a Chair and a Treasurer.

As the charity is currently very small and simple in its operations and is not delivering any services directly to any children or parents or carers, therefore no additional policies or procedures have been adopted by the CIO.

Objectives and activities

The objects of the CIO as laid out in its constitution are:

The object of the CIO shall be to advance the education of the pupils at Middle Street School by providing or assisting in the provision of educational, recreational, sporting and other charitable services, equipment or facilities in augmentation of such services, equipment and facilities financed by the Local Education Authority or the Department of Education and Employment (DFEE).

In order to meet these objectives the focus of the CIO is to raise funds which can then be donated to Middle Street School in order that the school can directly deliver the services to the children at the school. The CIO does not deliver services directly to children.

Due to the Covid-19 pandemic and the lockdowns that started in the UK at the end of March 2020, the charity did not undertake many activities during this reporting year. In particular, it was felt many families would have other priorities during this complex year and so no letters or donation cards were sent out to parents and carers over this year.

In this context the main activities were:

- To continued to collect donations via the standing orders that parents and carers had already set up.
- Disbursed £18,500 to Middle Street School to support the funding of the ECaR role.
- Agreed to and disbursed £10,000 from the MSS Fund to the school to support the purchase of laptops to enable online learning, both for pupils who were going into school during the lockdown and for pupils in families without sufficient IT equipment to access the learning material from home.

These activities were undertaken with due regard by the trustees to the guidance issued by the Charity Commission on public benefit.

Achievements and performance

During this year the charity had the following notable achievements:

- By the year end 18 standing orders had been set up that together made a total monthly contribution of £550 to the MSS Fund. (This is a slight decrease from last year when we had 20 SO for a total of £610 per month)
- The yearly total from such standing orders was: **£6,940**
- The total of one-off donations was: **£40**
- The total raised through the JustGiving website was: **£0**

- The total raised for Middle Street School by the Art Republic sample sale was: **£5,500.00**
- There was no summer fair due to Covid.

Therefore the total Middle Street School Fund raised in its second year was:
£12,480

Financial Review

MSS Fund prepares its accounts as receipts and payments accounts in line with the Charity Commission guidance *Charity reporting and accounting: the essentials November 2016 (CC15d)*. The accounts are prepared as a separate document to this report using the template from the Charity Commission called *Template for Receipts and Payments Accounts - CC16a_-_revisions_190417.xls*.

The MSS Fund set up its bank account with Metro Bank in January 2018.

One issue that MSS Fund has continued to have to deal with during the year was that a number of erroneous Direct Debits were set up against the Metro Bank that were not created by anyone from the charity. In this year there were three erroneous direct debits, totally £1509.87. However, all of these were immediately reimbursed so there was no net outflow from the charity as a result of these false direct debits. There have been no further erroneous direct debits since 2nd April 2020.

On 5th December 2020 the bank account of MSS Fund held £643.00 cash.

MSS Fund does not have a policy on holding reserves as it currently does not have any ongoing expenses.

Approval by the Trustees

This report and associated accounts were approved by the trustees of MSS Fund on 2nd October 2021 and signed on their behalf by Oliver Sharpe, Chair of Trustees and Ray Williams, Treasurer.

Signed:
.....

Date:5/10/2021.....

Chair of Middle Street School Fund

Signed: R A Williams (by email).
...

Date:2/10/2021.....
.....



Receipts and payments account

For the period
from

6th Dec 2019

To

Section A Receipts and payments

Unrestricted
funds

to the nearest
£

Restricted
funds

to the nearest £

Endowment
funds

to the nearest £

A1 Receipts

	-	-	-
Standing Orders	6,940	-	-
One Off Donations	5,540	-	-
Possibly Erroneous Receipts	-	-	-
Return of Erroneous Direct Debits	1,510	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total (Gross income for AR)	13,990	-	-

A2 Asset and investment sales, (see table).

(none)	-	-	-
	-	-	-
Sub total	-	-	-

Total receipts 13,990

A3 Payments

	-	-	-
Disbursements to Middle Street School	28,500	-	-
Erroneous Direct Debits	1,510	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Sub total	30,010	-	-

A4 Asset and investment purchases, (see table)

(none)	-	-	-
	-	-	-
Sub total	-	-	-

Total payments 30,010

Net of receipts/(payments) - 16,020

A5 Transfers between funds

A6 Cash funds last year end

16,663

<i>Cash funds this year end</i>	643	-	-
--	------------	----------	----------

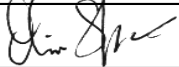
Section B Statement of assets and liabilities at the end of t

Categories	Details	Unrestricted funds to nearest £
B1 Cash funds	Cash in bank	643
		-
		-
	Total cash funds	643
	(agree balances with receipts and payments account(s))	OK
B2 Other monetary assets	Details	
		-
		-
		-
		-
		-
		-
B3 Investment assets	Details	Fund to which asset belongs
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs
B5 Liabilities	Details	Fund to which liability relates

Signed by one or two trustees on behalf
of all the trustees

Signature

Print N


R A Williams (by email)

Oli Shi
Ray Wil

176330

ounts

5th Dec 2020

CC16a



Total funds

Last year

to the nearest £

to the nearest £

-	-
6,940	5,290
5,540	8,905
-	44
1,510	254
-	-
-	-
-	-
13,990	14,493

-	
-	-
-	-

13,990	14,493
--------	--------

-	-
28,500	-
1,510	226
-	-
-	-
-	-
-	-
-	-
-	-
30,010	226

-	
-	
-	-

30,010	226
--------	-----

- 16,020	14,267
-	-
16,663	-

643	14,267
-----	--------

the period

Restricted funds	Endowment funds
to nearest £	to nearest £
-	-
-	-
-	-
-	-
OK	OK

Restricted funds	Endowment funds
to nearest £	to nearest £
-	-
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due (optional)	When due (optional)
-	
-	

-	
-	
-	

lame	Date of approval
arpe	10/02/2021
lliams	10/02/2021