

REIGATE PRIORY SCHOOL CHARITY

England & Wales · Charity number 1182206

Details

Status Registered

Legal form CIO

Registered 2019-02-26

Register [View on the Charity Commission register](#)

Contact

Address Reigate Priory Junior School
Bell Street
Reigate
RH2 7RL

Phone 01737245065

Email info@reigate-priory.surrey.sch.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE CHILDREN OF REIGATE PRIORY JUNIOR SCHOOL IN REIGATE FOR THE PUBLIC BENEFIT BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES AND RESOURCES, DETERMINED AT THE SOLE DISCRETION OF THE TRUSTEES, FOR EDUCATION AT THE SCHOOL AND NOT REQUIRED TO BE PROVIDED BY THE LOCAL EDUCATION AUTHORITY.

Activities: To advance the education of the children of Reigate Priory Junior School in Reigate for the public benefit by providing and assisting in the provision of facilities and resources, determined at the sole discretion of the trustees, for education at the school and not required to be provided by the local education authority.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** Education/training
- **Who:** Children/young People

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£3,313	£12,143	-	-
2024-03-31	£4,064	£9,939	-	-
2023-03-31	£13,155	£5,183	-	-
2022-03-31	£13,968	£1,438	-	-
2021-03-31	£3,773	£0	-	-

Trustees

Name	Role	Appointed
Pamela Jane Hutchinson	Chair	2018-11-28
Andrew Robert Hessey		2018-11-28
Helen Jane Boddy		2018-11-28
Jason Daniel Perfitt		2018-11-28
Thomas Lines		2024-07-01

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 Apr 2024 Period start date to 31 Mar 2025 Period end date

Charity name: Reigate Priory School Charity

Charity registration number: 1182206

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 children of Reigate Priory Junior School in Reigate for the public benefit by providing and assisting in the provision of facilities and resources, determined at the sole discretion of the trustees, for education at the school and not required to be provided by the local education authority.
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	Benefit to the children of the school, as well as their parents. Also benefits the wider Reigate area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)', when reviewing the charity's aims and objectives, planning future activities and setting the grant making policy for the year. The Trustees are confident that the charity's activities are fully in line with public benefit requirements.

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	During the period £3,275 was received in donations, due to the generosity of the parent body of The Reigate Priory Junior School. In addition, £38 was received as bank interest income. Administration costs relate primarily to monthly banking charges and payment charges relating to the receipt of parental donations. Trustees were delighted to make three grants during the year, all to the Reigate Priory Junior School. A donation of £7,529 was made for the purchase of VR Headsets. These have proven a great hit with the children and are really supporting the school's aim of 'bringing learning to life' . £3,693 was donated to purchase maths equipment, and £827 was donated for ParentApp, which is benefitting all children through closer communications with the parental body.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the period end the Charity held funds of £19,232.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is the policy of the charity to maintain unrestricted income funds, which are the free reserves of the charity, at a level that is sufficient to cover a minimum of six months unrestricted expenditure. This provides sufficient funds to cover administration costs that are estimated to be no more than £150. The unrestricted income funds balance as at 31 March 2025 was £9,232. £10,000 is currently held as restricted funds, recognising the specific usage request from the benefactor concerned.
Amount of reserves held	Para 1.22	£19,232
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	The Trustees note that the charity does not have any expenditure commitments beyond the administration costs mentioned above and are therefore of the view that the charity is a going concern.

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	The principal source of funds is the parental body of The Reigate Priory Junior School.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Available funds have to date been held on deposit with our bankers. The charity does not invest in longer term investments as the charity's policy is to donate funds raised to the cause for which they were raised without delay. Under the Foundation Model Constitution, the charity has the power to make any investment which the Trustees see fit.
A description of the principal risks facing the charity	Para 1.46	The Trustees have considered the major strategic and operational risks that the charity faces, and systems have been established to mitigate these risks. These risks are identified as theft of the donations received and fraud on the part of recipients of the charity's grants. To mitigate risks the Trustees have put in place relevant controls, the most notable of which are: - Segregation of duties between individuals accounting for income & expenditure and staff banking cash and making payments from the charity's bank account. - Payment authorisation: payments are only authorised after review by a quorum

		of Trustees written approval by the charity's secretary. Payments cannot be made from the bank account without the online approval of two Trustees. - Regular reporting and monitoring of the level of cash received from donations. - All Charity Trustees also sit on the main Board of Governors of The Reigate Priory Junior School. This enabled the Trustees to ensure a close working relationship with the school to ensure any funds donated will be used to meet the objectives of the charity. The Trustees have also considered risks external to the charity, in particular how a global or UK economic slowdown may adversely affect the level of donations received.
Other		Cost of living increases have negatively impacted parental donations. Trustees continue to work with the school to publicise the charity and remain grateful to both Reigate Priory Junior School and the parental body for their continuing support.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Institution
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	Trustees will be appointed at Trustee meetings.

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 trustees will make available to each new charity trustee, on or before his or her first appointment: (1) a copy of the current version of this constitution; and (2) a copy of the CIO's latest Trustees' Annual Report and statement of Accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity works with The Reigate Priory Junior School.
Relationship with any related parties	Para 1.51	n/a
Other		n/a

Reference and Administrative details

Charity name	The Reigate Priory School Charity
Registered charity number	1192206
Charity's principal address	Bell Street Reigate Surrey RH2 7RL

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	Andrew Robert Hessey	Trustee	n/a	n/a
2	Pamela Jane Hutchinson	Trustee	n/a	n/a
3	Helen Jane Boddy	Trustee	n/a	n/a
4	Jason Daniel Perfitt	Trustee	n/a	n/a
5	Thomas Lines	Trustee	From 1 July 2024	n/a

Trustees’ three year terms completed on 26 February 2025 after which all were extended for a further three-year period

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

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)

Andrew Hessey	Pamela Hutchison
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Position (eg Secretary,
Chair, etc)

Trustee	Trustee
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Date

23/10/2025

Annual Accounts

Reigate Priory School Charity
No. 1182206

Income Statement

For the year ended 31 March 2025

	1-Apr-24 31-Mar-25 £
Income	
- From Parental Donations	3,274.88
- Loan bequest	
- Interest received	37.90
- Transfer of funds received in error	
	<u>3,312.78</u>
Costs:	
- Bank account fees	(50.00)
- DD Global Payment Charges	(44.19)
- Donation to RPS - VR Headsets	(7,529.00)
- Donation to RPS - Maths Equipment	(3,693.28)
- Donation to RPS - ParentApp	(826.88)
	<u>(12,143.35)</u>
Net income for the year	<u>(8,830.57)</u>

Check: Sum of all transactions
to 31 March 2025 (8,830.57)
Diff / check -

Bank Balance as at 31 March 2025 **28,062.76**
Bank Balance as at 31 March 2024 19,232.19
Movement (8,830.57)

Balance Sheet

As at 31 March 2025

	As at 31-Mar-25 £
Assets	
- Bank balance	19,232.19
	<u>19,232.19</u>
Liabilities	
- Loan from School	-
- DD Global Payment Charges	-
	<u>-</u>
Net Assets	<u>19,232.19</u>
Reserves	
- Unrestricted funds	9,232.19
- Restricted funds	10,000.00
Total Reserves	<u>19,232.19</u>
Diff	-

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 Apr 2023 Period start date to 31 Mar 2024 Period end date

Charity name: Reigate Priory School Charity

Charity registration number: 1182206

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 children of Reigate Priory Junior School in Reigate for the public benefit by providing and assisting in the provision of facilities and resources, determined at the sole discretion of the trustees, for education at the school and not required to be provided by the local education authority.
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	Benefit to the children of the school, as well as their parents. Also benefits the wider Reigate area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)', when reviewing the charity's aims and objectives, planning future activities and setting the grant making policy for the year. The Trustees are confident that the charity's activities are fully in line with public benefit requirements.

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	During the period £4,006 was received in donations, due to the generosity of the parent body of The Reigate Priory Junior School. In addition, £58 was received as bank interest income. Administration costs relate primarily to monthly banking charges and payment charges relating to the receipt of parental donations. Trustees were delighted to make two grants during the year, both to the Reigate Priory Junior School. A donation of £771 was made for the purchase of 127 books to enhance the school library, with these being aimed at children across the school with different reading abilities and preferences for fictional genres. £9,053 was donated to purchase 32 ASUS laptops, plus a charging trolley. As a minimum children will have access to these laptops once a week in computing sessions and enable them to access Microsoft products and tools, including online collaboration. These books and laptops are in addition to those that are required and purchased by the Education Authority.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the period end the Charity held funds of £28,063.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is the policy of the charity to maintain unrestricted income funds, which are the free reserves of the charity, at a level that is sufficient to cover a minimum of six months unrestricted expenditure. This provides sufficient funds to cover administration costs that are estimated to be no more than £150. The unrestricted income funds balance as at 31 March 2024 was £18,063. £10,000 is currently held as restricted funds, recognising the specific usage request from the benefactor concerned.
Amount of reserves held	Para 1.22	£28,063
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	The Trustees note that the charity does not have any expenditure commitments beyond the administration costs mentioned above and are therefore of the view that the charity is a going concern.

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	The principal source of funds is the parental body of The Reigate Priory Junior School.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Available funds have to date been held on deposit with our bankers. The charity does not invest in longer term investments as the charity's policy is to donate funds raised to the cause for which they were raised without delay. Under the Foundation Model Constitution, the charity has the power to make any investment which the Trustees see fit.
A description of the principal risks facing the charity	Para 1.46	The Trustees have considered the major strategic and operational risks that the charity faces, and systems have been established to mitigate these risks. These risks are identified as theft of the donations received and fraud on the part of recipients of the charity's grants. To mitigate risks the Trustees have put in place relevant controls, the most notable of which are: - Segregation of duties between individuals accounting for income & expenditure and staff banking cash and making payments from the charity's bank account. - Payment authorisation: payments are only authorised after review by a quorum of Trustees written approval by the charity's secretary. Payments cannot be made from the bank account without the online approval of two Trustees.

		- Regular reporting and monitoring of the level of cash received from donations. - All Charity Trustees also sit on the main Board of Governors of The Reigate Priory Junior School. This enabled the Trustees to ensure a close working relationship with the school to ensure any funds donated will be used to meet the objectives of the charity. The Trustees have also considered risks external to the charity, in particular how a global or UK economic slowdown may adversely affect the level of donations received.
Other		Cost of living increases have negatively impacted parental donations. Trustees continue to work with the school to publicise the charity and remain grateful to both Reigate Priory Junior School and the parental body for their continuing support.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Model Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Charitable Incorporated Institution
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	Trustees will be appointed at Trustee meetings.

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 trustees will make available to each new charity trustee, on or before his or her first appointment: (1) a copy of the current version of this constitution; and (2) a copy of the CIO's latest Trustees' Annual Report and statement of Accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity works with The Reigate Priory Junior School.
Relationship with any related parties	Para 1.51	n/a
Other		n/a

Reference and Administrative details

Charity name	The Reigate Priory School Charity
Registered charity number	1192206
Charity's principal address	Bell Street Reigate Surrey RH2 7RL

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	Andrew Robert Hessey	Trustee	n/a	n/a
2	Pamela Jane Hutchinson	Trustee	n/a	n/a
3	Helen Jane Boddy	Trustee	n/a	n/a
4	Jason Daniel Perfitt	Trustee	n/a	n/a
5	Kate Emberson	Trustee	To November 2023	n/a

Trustees thank Ms Emberson for her support to the charity and will appoint a replacement Trustee in due course.

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Andrew Hessey	Pamela Hutchison
Position (eg Secretary, Chair, etc)	Trustee	Trustee

Date

07/11/2024

Annual Accounts

Reigate Priory School Charity
No. 1182206

Income Statement	
For the year ended 31 March 2024	
	01-Apr-23 31-Mar-24 £
Income	
- From Parental Donations	4,006.00
- Loan bequest	
- Interest received	57.52
- Transfer of funds received in error	
	<u>4,063.52</u>
Costs:	
- Bank account fees	(65.00)
- DD Global Payment Charges	(50.91)
- Donation to RPS	(9,052.46)
- Donation to RPS - books	(770.76)
	<u>(9,939.13)</u>
Net income for the year	<u>(5,875.61)</u>

Check: Sum of all transactions to 31 March 2024	(5,875.61)
Diff / check	-

Bank Balance as at 31 March 2023	33,938.37
Bank Balance as at 31 March 2024	28,062.76
Movement	(5,875.61)

Balance Sheet	
As at 31 March 2024	
	As at 31-Mar-24 £
Assets	
- Bank balance	28,062.76
	<u>28,062.76</u>
Liabilities	
- Loan from School	-
- DD Global Payment Charges	-
	<u>-</u>
Net Assets	<u>28,062.76</u>
Reserves	
- Unrestricted funds	18,062.76
- Restricted funds	10,000.00
	<u>28,062.76</u>
Total Reserves	<u>28,062.76</u>
Diff	-

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 Apr 2022 Period start date to 31 Mar 2023 Period end date

Charity name: Reigate Priory School Charity

Charity registration number: 1182206

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 children of Reigate Priory Junior School in Reigate for the public benefit by providing and assisting in the provision of facilities and resources, determined at the sole discretion of the trustees, for education at the school and not required to be provided by the local education authority.
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	Benefit to the children of the school, as well as their parents. Also benefits the wider Reigate area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)', when reviewing the charity's aims and objectives, planning future activities and setting the grant making policy for the year. The Trustees are confident that the charity's activities are fully in line with public benefit requirements.

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	During the period £13,112 was received in donations, due to the generosity of the parent body of The Reigate Priory Junior School. In addition, £43 was received as bank interest income. Administration costs relate primarily to monthly banking charges and payment charges relating to the receipt of parental donations. Trustees were delighted to make our first grant, of £5,000, to the Reigate Priory Junior School to purchase books, for the School Library, to further the education of pupils by helping to raise the reading standards of all age groups at Reigate Priory School. These books are in addition to those that are required and purchased by the Education Authority.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the period end the Charity held funds of £33,938.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is the policy of the charity to maintain unrestricted income funds, which are the free reserves of the charity, at a level that is sufficient to cover a minimum of six months unrestricted expenditure. This provides sufficient funds to cover administration costs that are estimated to be no more than £150. The unrestricted income funds balance as at 31 March 2023 was £23,938. £10,000 is currently held as restricted funds, recognising the specific usage request from the benefactor concerned.
Amount of reserves held	Para 1.22	£33,938.
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	The Trustees note that the charity does not have any expenditure commitments beyond the administration costs mentioned above and are therefore of the view that the charity is a going concern.

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	The principal source of funds is the parental body of The Reigate Priory Junior School.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Available funds have to date been held on deposit with our bankers. The charity does not invest in longer term investments as the charity's policy is to donate funds raised to the cause for which they were raised without delay. Under the Foundation Model Constitution, the charity has the power to make any investment which the Trustees see fit.
A description of the principal risks facing the charity	Para 1.46	The Trustees have considered the major strategic and operational risks that the charity faces, and systems have been established to mitigate these risks. These risks are identified as theft of the donations received and fraud on the part of recipients of the charity's grants. To mitigate risks the Trustees have put in place relevant controls, the most notable of which are: - Segregation of duties between individuals accounting for income & expenditure and staff banking cash and making payments from the charity's bank account. - Payment authorisation: payments are only authorised after review by a quorum

		of Trustees written approval by the charity's secretary. Payments cannot be made from the bank account without the online approval of two Trustees. - Regular reporting and monitoring of the level of cash received from donations. - All Charity Trustees also sit on the main Board of Governors of The Reigate Priory Junior School. This enabled the Trustees to ensure a close working relationship with the school to ensure any funds donated will be used to meet the objectives of the charity. The Trustees have also considered risks external to the charity, in particular how a global or UK economic slowdown may adversely affect the level of donations received.
Other		Cost of living increases have negatively impacted parental donations. Trustees continue to work with the school to publicise the charity and remain grateful to both Reigate Priory Junior School and the parental body for their continuing support.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Institution
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	Trustees will be appointed at Trustee meetings.

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 trustees will make available to each new charity trustee, on or before his or her first appointment: (1) a copy of the current version of this constitution; and (2) a copy of the CIO's latest Trustees' Annual Report and statement of Accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity works with The Reigate Priory Junior School.
Relationship with any related parties	Para 1.51	n/a
Other		n/a

Reference and Administrative details

Charity name	The Reigate Priory School Charity
Registered charity number	1192206
Charity's principal address	Bell Street Reigate Surrey RH2 7RL

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	Andrew Robert Hessey	Trustee	n/a	n/a
2	Pamela Jane Hutchinson	Trustee	n/a	n/a
3	Helen Jane Boddy	Trustee	n/a	n/a
4	Jason Daniel Perfitt	Trustee	n/a	n/a
5	Kate Emberson	Trustee	n/a	n/a

Trustees' three year terms completed on 26 February 2022 after which all were extended for a further three year period, with the exception of Mr Michael John Magee. Trustees thank Mr Magee for his support to the charity and will appoint a replacement Trustee in due course.

Kate Emberson was appointed as a Trustee with effect from 1 September 2022.

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

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)

Andrew Hessey	Pamela Hutchison
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Position (eg Secretary,
Chair, etc)

Trustee	Trustee
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Date

2/11/2023

Annual Accounts**Reigate Priory School Charity**
No. 1182206**Income Statement****For the year ended 31 March 2023**

	1-Apr-22 31-Mar-23 £
Income	
- From Parental Donations	13,155.20
- Loan bequest	
- Repayment of initial deposit received from Reigate Priory Junior School	
- Transfer of funds received in error	
	<u>13,155.20</u>
Costs:	
- Bank account fees	(72.00)
- DD Global Payment Charges	(111.41)
- Donation to RPS	(5,000.00)
	<u>(5,183.41)</u>
Net income for the year	<u>7,971.79</u>

Check: Sum of all transactions to 31 March 2020	7,971.79
Diff	-

Bank Balance as at 31 March 2023	33,938.37
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Balance Sheet**As at 31 March 2020**

	As at 31-Mar-23 £
Assets	
- Bank balance	33,938.37
	<u>33,938.37</u>
Liabilities	
- Loan from School	-
- DD Global Payment Charges	-
	<u>-</u>
Net Assets	<u>33,938.37</u>
Reserves	
- Unrestricted funds	23,938.37
- Restricted funds	10,000.00
Total Reserves	<u>33,938.37</u>
Diff	-

Accounts



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1 Apr 2021 Period start date to 31 Mar 2022 Period end date

Charity name: Reigate Priory School Charity

Charity registration number: 1182206

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 children of Reigate Priory Junior School in Reigate for the public benefit by providing and assisting in the provision of facilities and resources, determined at the sole discretion of the trustees, for education at the school and not required to be provided by the local education authority.
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	Benefit to the children of the school, as well as their parents. Also benefits the wider Reigate area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)', when reviewing the charity's aims and objectives, planning future activities and setting the grant making policy for the year. The Trustees are confident that the charity's activities are fully in line with public benefit requirements.

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	During the period £3,968 was received in donations, due to the generosity of the parent body of The Reigate Priory Junior School. In addition, a bequest was received for £10,000 from a family connected with the school, in memory of their late husband and father. This has been requested to be used over the subsequent five academic years in support of cultural and sporting enrichment at the school. The Trustees agreed that this falls within our broader charitable objectives, but will consider these funds as restricted for this specific range of sub-objectives. Administration costs relate primarily to monthly banking charges and payment charges relating to the receipt of parental donations. Due to the impact of the Covid-19 pandemic no spending has yet been undertaken pursuant to the Charity's aims.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the period end the Charity held funds of £25,967.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is the policy of the charity to maintain unrestricted income funds, which are the free reserves of the charity, at a level that is sufficient to cover a minimum of six months unrestricted expenditure. This provides sufficient funds to cover administration costs that are estimated to be no more than £150. The unrestricted income funds balance as at 31 March 2022 was £15,967. £10,000 is currently held as restricted funds, recognising the specific usage request from the benefactor concerned.
Amount of reserves held	Para 1.22	£25,967.
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	The Trustees note that the charity does not have any expenditure commitments beyond the administration costs mentioned above and are therefore of the view that the charity is a going concern.

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	The principal source of funds is the parental body of The Reigate Priory Junior School.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Available funds have to date been held on deposit with our bankers. The charity does not invest in longer term investments as the charity's policy is to donate funds raised to the cause for which they were raised without delay. Under the Foundation Model Constitution, the charity has the power to make any investment which the Trustees see fit.
A description of the principal risks facing the charity	Para 1.46	The Trustees have considered the major strategic and operational risks that the charity faces, and systems have been established to mitigate these risks. These risks are identified as theft of the donations received and fraud on the part of recipients of the charity's grants. To mitigate risks the Trustees have put in place relevant controls, the most notable of which are: - Segregation of duties between individuals accounting for income & expenditure and staff banking cash and making payments from the charity's bank account. - Payment authorisation: payments are only authorised after review by a quorum of Trustees written approval by the charity's secretary. Payments cannot be made from the bank account without the online approval of two Trustees.

		- Regular reporting and monitoring of the level of cash received from donations. - All Charity Trustees also sit on the main Board of Governors of The Reigate Priory Junior School. This enabled the Trustees to ensure a close working relationship with the school to ensure any funds donated will be used to meet the objectives of the charity. The Trustees have also considered risks external to the charity, in particular how a global or UK economic slowdown may adversely affect the level of donations received.
Other		Covid-19 has again had a significant impact on the level of parental donations received in the year to 31 March 2022, and Trustees expect to see a rise in the level of donations in the 2022/3 school year. Covid-19 also impacted Trustees ability to invest any monies received to advance the education of the children of Reigate Priory Junior School, due to the limitations placed on the school, including lockdowns and restrictions on movements and gatherings of pupils. As restrictions ease during 2021/22 Trustees expect to be able to start spending pursuant to the Charity's aims. One formal request for funding has been received from the Reigate Priory Junior School. Trustees are in the process of seeking additional information to ensure the money would be spend pursuant to our charitable aims.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Institution
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	Trustees will be appointed at Trustee meetings.

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 trustees will make available to each new charity trustee, on or before his or her first appointment: (1) a copy of the current version of this constitution; and (2) a copy of the CIO's latest Trustees' Annual Report and statement of Accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity works with The Reigate Priory Junior School.
Relationship with any related parties	Para 1.51	n/a
Other		n/a

Reference and Administrative details

Charity name	The Reigate Priory School Charity
Registered charity number	1192206
Charity's principal address	Bell Street Reigate Surrey RH2 7RL

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	Andrew Robert Hessey	Trustee	n/a	n/a
2	Pamela Jane Hutchinson	Trustee	n/a	n/a
3	Helen Jane Boddy	Trustee	n/a	n/a
4	Jason Daniel Perfitt	Trustee	n/a	n/a
5	Michael John Magee	Trustee	n/a	n/a

Trustees' three year terms completed on 26 February 2022 after which all were extended for a further three year period, with the exception of Mr Michael John Magee. Trustees thank Mr Magee for his support to the charity and will appoint a replacement Trustee in due course.

All Trustees, other than Mr Magee, acted for the whole period.

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

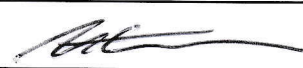
Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	PAMELA J. HUTCHINSON	ANDREW HESSE
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE

Date

26/6/22.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Reigate Priory School Charity

No (if any)
1182206

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/2021

To

Period end date
31/03/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Parental Donations	3,968	-	-	3,968	-
Bequest	10,000	-	-	10,000	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,968	-	-	13,968	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,968	-	-	13,968	-
A3 Payments					
Bank account fees	96	-	-	96	-
DD Global Payment Charges	45	-	-	45	-
Return of deposit from Reigate Priory Junior School	1,000	-	-	1,000	-
Transfer to Reigate Priory Junior School of funds received in error	297	-	-	297	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,438	-	-	1,438	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,438	-	-	1,438	-
Net of receipts/(payments)	12,530	-	-	12,530	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	12,530	-	-	12,530	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CAF bank	15,967	10,000	-
		-	-	-
		-	-	-
	Total cash funds	15,967	10,000	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Restricted Funds	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		ANDREW HESSEY		
		PAMELA HUTCHINSON		

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 Apr 2020 Period start date to 31 Mar 2021 Period end date

Charity name: Reigate Priory School Charity

Charity registration number: 1182206

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 children of Reigate Priory Junior School in Reigate for the public benefit by providing and assisting in the provision of facilities and resources, determined at the sole discretion of the trustees, for education at the school and not required to be provided by the local education authority.
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	Benefit to the children of the school, as well as their parents. Also benefits the wider Reigate area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)', when reviewing the charity's aims and objectives, planning future activities and setting the grant making policy for the year. The Trustees are confident that the charity's activities are fully in line with public benefit requirements.

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	During the period £3,773 was received in donations, due to the generosity of the parent body of The Reigate Priory Junior School. Administration costs relate primarily to monthly banking charges and payment charges relating to the receipt of parental donations. Due to the impact of the Covid-19 pandemic no spending has yet been undertaken pursuant to the Charity's aims.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the period end the Charity held funds of £13,436.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It is the policy of the charity to maintain unrestricted income funds, which are the free reserves of the charity, at a level that is sufficient to cover a minimum of six months unrestricted expenditure. This provides sufficient funds to cover administration costs that are estimated to be no more than £150. The unrestricted income funds balance as at 31 March 2021 was £13,436.
Amount of reserves held	Para 1.22	£13,436.
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	The Trustees note that the charity does not have any expenditure commitments beyond the administration costs mentioned above and are therefore of the view that the charity is a going concern.

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	The principal source of funds is the parental body of The Reigate Priory Junior School.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Available funds have to date been held on deposit with our bankers. The charity does not invest in longer term investments as the charity's policy is to donate funds raised to the cause for which they were raised without delay. Under the Foundation Model Constitution, the charity has the power to make any investment which the Trustees see fit.
A description of the principal risks facing the charity	Para 1.46	The Trustees have considered the major strategic and operational risks that the charity faces, and systems have been established to mitigate these risks. These risks are identified as theft of the donations received and fraud on the part of recipients of the charity's grants. To mitigate risks the Trustees have put in place relevant controls, the most notable of which are: - Segregation of duties between individuals accounting for income & expenditure and staff banking cash and making payments from the charity's bank account. - Payment authorisation: payments are only authorised after review by a quorum of Trustees written approval by the charity's secretary. Payments cannot be made from the bank account without the online approval of two Trustees. - Regular reporting and monitoring of the level of cash received from donations. - All Charity Trustees also sit on the main Board of Governors of The Reigate Priory Junior School. This

		enabled the Trustees to ensure a close working relationship with the school to ensure any funds donated will be used to meet the objectives of the charity. The Trustees have also considered risks external to the charity, in particular how a global or UK economic slowdown may adversely affect the level of donations received.
Other		Covid-19 has had a significant impact on the level of parental donations received in the year to 31 March 2021, and Trustees expect to see a continuing drop in donations through the 2021/22 academic year. Covid-19 also impacted Trustees ability to invest any monies received to advance the education of the children of Reigate Priory Junior School, due to the limitations placed on the school, including lockdowns and restrictions on movements and gatherings of pupils. As restrictions ease during 2021/22 Trustees expect to be able to start spending pursuant to the Charity's aims.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Model Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Institution
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	Trustees will be appointed at Trustee meetings.

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 trustees will make available to each new charity trustee, on or before his or her first appointment: (1) a copy of the current version of this constitution; and (2) a copy of the CIO's latest Trustees' Annual Report and statement of Accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity works with The Reigate Priory Junior School.
Relationship with any related parties	Para 1.51	n/a
Other		n/a

Reference and Administrative details

Charity name	The Reigate Priory School Charity
Registered charity number	1192206
Charity's principal address	Bell Street Reigate Surrey RH2 7RL

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	Andrew Robert Hessey	Trustee	n/a	n/a
2	Pamela Jane Hutchinson	Trustee	n/a	n/a
3	Helen Jane Boddy	Trustee	n/a	n/a
4	Jason Daniel Perfitt	Trustee	n/a	n/a
5	Michael John Magee	Trustee	n/a	n/a

All Trustees acted for the whole period.

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

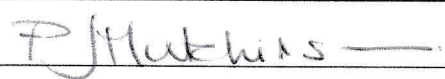
Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	ANDRE HLESSEY	PAMELA HUTCHINSON
Position (eg Secretary, Chair, etc)	TRUSTEE	TRUSTEE

Date

21/10/21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Reigate Priory School Charity

No (if any)
7182205

Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Parental Donations	3,773	-	-	3,773	-
Corporate Donation	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,773	-	-	3,773	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,773	-	-	3,773	-
A3 Payments					
Bank account fees	69	-	-	69	-
DD Global Payment Charges	46	-	-	46	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	115	-	-	115	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	115	-	-	115	-
Net of receipts/(payments)	3,658	-	-	3,658	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	3,658	-	-	3,658	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	CAF bank	13,436	-	-
		-	-	-
		-	-	-
		-	-	-
	Total cash funds	13,436	-	-

(agree balances with receipts and payments account(s))

Agreement OK

OK

OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Restricted Funds	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

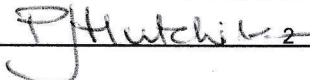
Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

CCXX R2 accounts (SS)

ANDREW HESSEY

PAMELA HUTCHINSON

21/10/21

21/10/21