

# Trustees' Annual Report for the period

From 01-April-2021 to 31-Mar-2022

Charity name: Friends of the Cavendish School (FotCS)

Charity registration number: 1182441

NOTE: This report is based on a template downloaded from the Charity Commission website in December 2022 it has been converted into a Google Document and reformatted to make it more presentable.

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# Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p><b>To advance the education and wellbeing of the pupils at the Cavendish School by providing and assisting in the provision of facilities not require to be provided by the local education authority at the school.</b></p> <p><b>Our main activity in this area has been to seek donations from local businesses and groups and individuals towards funding work in the school.</b></p>
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	<p><b>When the Charity was setup we received a donation from a local charity towards a garden at the entrance to the new school - we are currently planning the new garden but it has been beset with issues regarding locating a suitable site.</b></p> <p><b>We have provided donations to the school during the period which have been used for the purchase of additional VR equipment, as well as some planters (on wheels) which could then be moved into the new buildings when they opened (note that this was incorrectly included in last years figures).</b></p>
A statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p><b>Trusttes confirm we have had regard to the guidance from the Charity Commission regarding public benefit. More detailed information is available on the Charity Commission website; <a href="https://www.gov.uk/guidance/public-benefit-rules-for-charities">https://www.gov.uk/guidance/public-benefit-rules-for-charities</a></b></p>

## Additional information (optional)

	SORP reference	
Policy on grant-making	Para 1.38	<p><b>The school celebrated its first year of operation in its newly built site in early December 2022.</b></p> <p><b>As a Charity supporting the school, we have provided donations and support where necessary in line with our Grant Making policy.</b></p> <p><b>We should noted there have been significantly fewer requests for grants</b></p>

		than we were expecting but that the school was really only open for the period December 2021 to March 2022.
Policy on social investment including program-related investment	Para 1.38	<b>Not Applicable.</b>
Contribution made by volunteers	Para 1.38	<p><b>While the maximum number of Trustees the Charity is able to have is 12 during this period until January 2022, there were only three Trustees - none of which had children at the school - and the focus for the Charity had to be establishing itself and developing policies and structures to conform to the requirements from the Charity Commission.</b></p> <p><b>At the AGM in 2022, three new trustees were welcomed, and Rachel Gibson opted not to continue.</b></p> <p><b>The shortage of Trustees has had a direct impact on the activities of the charity however the work being done is laying a firm foundation for the future as the Cavendish School continues to grow.</b></p>
Other		<b>No additional information.</b>

# 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 more comprehensive benefits to society as a whole.	Para 1.20	<p>The Charity has been able to provide additional VR equipment to the school which has allowed more pupils (the VR equipment is very popular) to access this technology.</p> <p>This additional equipment took the forms of a Occulus Quest device as well as a small number of games.</p> <p>Despite the new buildings for the school not being open we were able to provide some planters for the school to use in it's temporary buildings that could then be rolled over to the new building once it opened.</p>

## Additional information (optional)

	SORP reference	
Achievements against objectives set	Para 1.41	No objectives for this period were set as it was not clear whether objects could be met based on the schools opening deadlines.
Performance of fundraising activities against objectives set	Para 1.41	<p>Fundraising has continued during the period and we have enrolled with Paypal Giving and with AmazonSmile both of which continue to be excellent sources of funds for the school.</p> <p>We have not had the resources to solicit any corporate donations during the period.</p>
Investment performance against objectives	Para 1.41	Not Applicable.
Other		No additional information.

# Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	<b>The Charity is in an excellent financial position - we are still holding the donation pending the garden.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>At the moment we have no policy for reserves - the school is yet to be fully open and we expect to have a reserves policy in place sometime during 2023.</b>
Amount of reserves held	Para 1.22	<b>Not applicable.</b>
Reasons for holding zero reserves	Para 1.22	<b>Not applicable.</b>
Details of fund materially in deficit	Para 1.24	<b>Not applicable.</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>There are no concerns with the charity being able to continue as a going concern.</b>

## Additional information (optional)

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Individual (personal) donations; primarily Paypal and AmazonSmile.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>Not applicable.</b>
A description of the principal risks facing the charity	Para 1.46	<b>The failure to provide a Sensory Garden is a significant ongoing issue and the hope is that Charity can progress this in 2023.</b>
Other		<b>No additional information.</b>

# Structure, Governance and Management

	SORP reference	
Description of charity's trusts:		
Type of governing document	Para 1.25	<b>Constitution (based on a model from the Charity Commission current as at registration date - 13th March 2019).</b>
How is the charity constituted?	Para 1.25	<b>CIO - Following the Association Model.</b>
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	<b>Trustees are volunteers primarily from within the school community but also from within the wider local community.</b>  <b>No external organisations have a right to appoint Trustees.</b>

## Additional information (optional)

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Trustees are provided with a copy of the Constiution (as agreed in January 2022 - version 1.1).</b>  <b>No formal policies are in place for the induction and training of trustees.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>The Charity structure is flat (given the small number of Trustees and volunteers).</b>  <b>Work for the charity is organised via a WhatsApp group. During the pandemic the charity was forced to switch to online meetings - using Google Meet - and it was decided after pandemic restrictions were eased that this would continue as it was easier for the majority of trustees rather than having to arrange childcare.</b>  <b>Meetings are typically scheduled for 8:30pm.</b>
Relationship with any related parties	Para 1.51	<b>Google provides email and document management services (for free) as part of the Google for Non-profits Programme.</b>  <b>The Cavendish School is the school supported by the Friends and is itself part of the Eastern Learning Alliance academy group.</b>
Other		<b>No additional information.</b>

# Reference and Administrative details

Charity name	<b>Friends of the Cavendish School.</b>
Other names the charity uses	<b>FotCS.</b>
Registered charity number	<b>1182441.</b>
Charity's principal address	<b>The Friends of the Cavendish School c/o THE CAVENDISH SCHOOL IMPINGTON VILLAGE COLLEGE, NEW ROAD, IMPINGTON, CAMBRIDGE. CB24 9LX.</b>
Contact Number	<b>07814 871752 (Chair of Trustees).</b>
Contact Email Address	<a href="mailto:chair-of-trustees@friendsofthecavendishschool.org">chair-of-trustees@friendsofthecavendishschool.org</a>
Charity Commission Website	<a href="https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5136000/">https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/5136000/</a>

## Trustees

Names of the charity trustees who manage the charity;

Name	Office	Dates Acting (if not whole period)
Andrew Richard Pellew	Chair of Trustees	
Karen Tate		
Rachel Gibson		Until January 2022
Amy Lorimer		From January 2022
Sarah Grant		From January 2022
Nicola Elby		From January 2022

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

Not applicable.

## Name of trustees holding title to property belonging to the charity

Not applicable.

## **Funds held as custodian trustees on behalf of others**

None.

## **Additional information (optional)**

None.

## **Names and addresses of advisers (optional)**

None.

## **Name of chief executive or names of senior staff members (Optional information)**

None.

## **Exemptions from disclosure**

No information has been marked as exempt.

## **Other optional information**

No additional information.



# Declarations

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

Signed on behalf of the charity's trustees;

A handwritten signature in blue ink, reading "A. Pellew". The signature is written in a cursive style with a large initial "A" and a period.

Andrew Richard Pellew

Chair of Trustees

10-Dec-2022

**FRIENDS OF THE CAVENDISH SCHOOL**

**CHARITY REGISTRATION NUMBER: 1182441**

**ACCOUNTS AND REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022**

## FRIENDS OF THE CAVENDISH SCHOOL

### INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees/members of the Friends of the Cavendish School (Charity number 1182441) on my examination of the accounts for the year ended 13 March 2022, set out on page 3.

#### **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").

I report in respect of my examination of the Trust'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 examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with Section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

*Hilary Whipp*

5 January 2023

Hilary Whipp  
74 Hollytrees  
Bar Hill  
Cambridge  
CB23 8SG

## FRIENDS OF THE CAVENDISH SCHOOL

### Statement of financial activities for the year ended 31 March 2022

	Unrestricted funds £	Restricted funds £	Total funds £
Income from donations	18	NIL	18
<b>Total</b>	<b>18</b>	<b>NIL</b>	<b>18</b>
Expenditure	30	NIL	30
<b>Net movement in funds</b>	<b>(12)</b>	<b>NIL</b>	<b>(12)</b>
Total funds brought forward	1,705	2,460	4,165
<b>Total funds carried forward</b>	<b>1,693</b>	<b>2,460</b>	<b>4,153</b>

### Balance sheet as at 31 March 2022

	Unrestricted funds £	Restricted funds £	Total this year £
<b>Current assets</b>			
Cash at bank	1,693	2,460	4,153
<b>Total net assets</b>	<b>1,693</b>	<b>2,460</b>	<b>4,513</b>
<b>Funds of the Charity</b>			
Restricted income funds		2,460	2,460
Unrestricted funds	1,693		1,693
<b>Total funds carried forward</b>	<b>1,693</b>	<b>2,460</b>	<b>4,153</b>

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



Andrew Richard Pellew

Chair of Trustees – 6<sup>th</sup> January 2023