

Registered number: CE017712
Charity number: 1183721

Sir Roger Manwood's Grammar School Foundation
(A company limited by guarantee)

Unaudited

Trustees' report and financial statements

For the period ended 31 August 2020

Sir Roger Manwood's Grammar School Foundation
(A company limited by guarantee)

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Sir Roger Manwood's Grammar School Foundation
(A company limited by guarantee)

Reference and administrative details of the Charity, its Trustees and advisers
For the period ended 31 August 2020

Trustees	M Roberts C Everard J Rosso A Kilbee L Gorringe
Company registered number	CE017712
Charity registered number	1183721
Registered office	Sir Roger Manwoods Grammar School Manwood Road Sandwich Kent CT13 9JX
Accountants	Kreston Reeves LLP Chartered Accountants 37 St Margaret's Street Canterbury Kent CT1 2TU

Sir Roger Manwood's Grammar School Foundation
(A company limited by guarantee)

Trustees' report
For the period ended 31 August 2020

The Trustees present their annual report together with the financial statements of the Charity for the period from 4 June 2019 to 31 August 2020. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the Charity comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The object of the foundation is to advance education for the public benefit through the award of prizes, scholarships and grants to current and former pupils of Sir Roger Manwood's Grammar School. Additionally to provide financial assistance to the Sir Roger Manwood's Grammar School at the Head Teacher's request within available levels of income.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Grant-making policies

The grant making policies are strictly defined and can only be enhanced within available income levels.

Achievements and performance

a. Main achievements of the Charity

Sir Roger Manwood's Grammar School Foundation has provided a consistent level of financial support for the Sir Roger Manwood's Grammar School and its pupils, over and above central Government funding within available levels of income.

b. Investment policy and performance

No changes envisaged, unless additional bequests from Alumni are received to enable further investment to be undertaken. The portfolio has generated a return in the 4/5% range for many years.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

Sir Roger Manwood's Grammar School Foundation
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Trustees' report (continued)
For the period ended 31 August 2020

b. Reserves policy

The Board of Trustees has established a policy whereby free reserves (defined as the amounts held as current assets less current liabilities in the general fund) of the Charity should be maintained at £50,000.

As at 31 August 2020 the unrestricted reserves stood at £65,765. Current general reserves are in line with the reserves policy.

c. Material investments policy

No additional investment is planned at present unless further bequests are received.

Structure, governance and management

a. Constitution

Sir Roger Manwood's Grammar School Foundation is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission and was set up by a Trust deed.

b. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Organisational structure and decision-making policies

The policy and operating decisions of the charity rest with the trustees who meet regularly to monitor the activities of the Sir Roger Manwood's Grammar School Foundation.

d. Financial risk management

The Trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Plans for future periods

No material plans at present, although the unrestricted Parkinson Fund could be used in support of the Sir Roger Manwood Grammar School's ambitious master plan to be implemented in the next few years.

COVID-19

At the time of signing the accounts the Trustees are aware of the potential economic and social effects of the COVID-19 virus outbreak. The full impact of the pandemic on the UK economy is still evolving, but the Charity will continue to seek to mitigate this risk by following the UK Government's guidelines and adapting/developing its own internal strategy.

Sir Roger Manwood's Grammar School Foundation
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Trustees' report (continued)
For the period ended 31 August 2020

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial period. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



A Kilbee
Trustee

Date: 12.2.21

Sir Roger Manwood's Grammar School Foundation
(A company limited by guarantee)

Independent examiner's report
For the period ended 31 August 2020

Independent examiner's report to the Trustees of Sir Roger Manwood's Grammar School Foundation ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the period ended 31 August 2020.

Responsibilities and basis of report

As the Trustees of the Charity (and its Directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Peter Manser

Kreston Reeves LLP
Chartered Accountants
Canterbury

Dated: 11 March 2021

FCA DChA

Sir Roger Manwood's Grammar School Foundation
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the period ended 31 August 2020

	Note	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Income from:				
Donations and legacies	3	949,217	77,381	1,026,598
Charitable activities	4	270	-	270
Investments	5	44,590	4,519	49,109
		<u>994,077</u>	<u>81,900</u>	<u>1,075,977</u>
Total income				
Expenditure on:				
Charitable activities	7	33,724	4,000	37,724
		<u>33,724</u>	<u>4,000</u>	<u>37,724</u>
Total expenditure				
Net losses on investments	9	(93,731)	(12,135)	(105,866)
		<u>866,622</u>	<u>65,765</u>	<u>932,387</u>
Net movement in funds				
Reconciliation of funds:				
Net movement in funds		866,622	65,765	932,387
		<u>866,622</u>	<u>65,765</u>	<u>932,387</u>
Total funds carried forward				

The notes on pages 9 to 17 form part of these financial statements.

Sir Roger Manwood's Grammar School Foundation
(A company limited by guarantee)
Registered number: CE017712

Balance sheet
As at 31 August 2020

	Note	2020 £
Fixed assets		
Investments	9	851,027
Current assets		
Cash at bank and in hand		83,760
Creditors: amounts falling due within one year	10	(2,400)
Net current assets		<u>81,360</u>
Total net assets		<u><u>932,387</u></u>
Charity funds		
Restricted funds	11	866,622
Unrestricted funds	11	65,765
Total funds		<u><u>932,387</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the period in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


A Kilbee
 Trustee
 Date: 12.2.2021

The notes on pages 9 to 17 form part of these financial statements.

Sir Roger Manwood's Grammar School Foundation
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Statement of cash flows
For the period ended 31 August 2020

		2020 £
Cash flows from operating activities		
Net cash used in operating activities	14	14,596
Cash flows from investing activities		
Dividends, interests and rents from investments		(41)
Cash inherited upon incorporation		69,205
Net cash provided by investing activities		69,164
Cash flows from financing activities		
Net cash provided by financing activities		-
Change in cash and cash equivalents in the period		83,760
Cash and cash equivalents at the end of the period		83,760

The notes on pages 9 to 17 form part of these financial statements

Sir Roger Manwood's Grammar School Foundation
(A company limited by guarantee)

Notes to the financial statements
For the period ended 31 August 2020

1. General information

Sir Roger Manwood's Grammar School Foundation is a registered charity, number 1183721, and was registered with the Charity Commission on 4 June 2019.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102)-Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Sir Roger Manwood's Grammar School Foundation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the COVID-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves, the Trustees believe that the Charity will be able to continue in operational existence for the foreseeable future.

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Sir Roger Manwood's Grammar School Foundation
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Notes to the financial statements
For the period ended 31 August 2020

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and support costs involved in undertaking each activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

Grants payable are charged in the period when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the period end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

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Notes to the financial statements
For the period ended 31 August 2020

2. Accounting policies (continued)

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.10 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Sir Roger Manwood's Grammar School Foundation
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Notes to the financial statements
For the period ended 31 August 2020

3. Income from donations and legacies

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Net assets inherited upon incorporation	948,717	77,381	1,026,098
Donations	500	-	500
	<u>949,217</u>	<u>77,381</u>	<u>1,026,598</u>

4. Income from charitable activities

	Restricted funds 2020 £	Total funds 2020 £
Compensations for grants	270	270
	<u>270</u>	<u>270</u>

5. Investment income

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Income from listed investments	44,549	4,519	49,068
Bank interest receivable	41	-	41
	<u>44,590</u>	<u>4,519</u>	<u>49,109</u>

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Notes to the financial statements
For the period ended 31 August 2020

6. Analysis of grants

	Grants to Individuals 2020 £	Total funds 2020 £
Grants & prizes	20,331	20,331

7. Analysis of expenditure on charitable activities

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Grants & prizes (note 6)	20,331	-	20,331
Speech day & founders day	4,814	-	4,814
Other contributions to school	6,179	4,000	10,179
Independent examiner's fees	2,400	-	2,400
	<u>33,724</u>	<u>4,000</u>	<u>37,724</u>

8. Trustees' remuneration and expenses

During the period ended 31 August 2020, no Trustees received any remuneration or other benefits.

During the period ended 31 August 2020, no Trustees expenses have been incurred.

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Notes to the financial statements
For the period ended 31 August 2020

9. Investments

	Listed investments £
Cost or valuation	
Inherited upon incorporation	956,893
Revaluations	(105,866)
At 31 August 2020	851,027

Investments held at market value comprise listed investments of £851,027, all held in the UK.

10. Creditors: Amounts falling due within one year

	2020 £
Accruals and deferred income	2,400

Sir Roger Manwood's Grammar School Foundation
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Notes to the financial statements
For the period ended 31 August 2020

11. Statement of funds

Statement of funds - current period

	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 August 2020 £
Unrestricted funds				
Parkinson	81,900	(4,000)	(12,135)	65,765
Restricted funds				
Foundation	177,224	(8,548)	(19,525)	149,151
Wyborn	9,618	(300)	(1,211)	8,107
Chivas Adam	7,454	(300)	(1,145)	6,009
Prizes	11,426	(850)	(308)	10,268
Claringbold	783,039	(23,384)	(70,681)	688,974
Culross	5,316	(342)	(861)	4,113
	994,077	(33,724)	(93,731)	866,622
Total of funds	1,075,977	(37,724)	(105,866)	932,387

12. Summary of funds

Summary of funds - current period

	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 August 2020 £
General funds	81,900	(4,000)	(12,135)	65,765
Restricted funds	994,077	(33,724)	(93,731)	866,622
	1,075,977	(37,724)	(105,866)	932,387

Sir Roger Manwood's Grammar School Foundation
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Notes to the financial statements
For the period ended 31 August 2020

13. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Fixed asset investments	789,169	61,858	851,027
Current assets	79,853	3,907	83,760
Creditors due within one year	(2,400)	-	(2,400)
Total	866,622	65,765	932,387

14. Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £
Net income for the period (as per Statement of Financial Activities)	932,387
Adjustments for:	
Losses on investments	105,866
Dividends, interests and rents from investments	41
Increase in creditors	2,400
Listed fixed asset investments inherited upon incorporation	(956,893)
Cash inherited upon incorporation	(69,205)
Net cash provided by operating activities	14,596

15. Analysis of cash and cash equivalents

	2020 £
Cash in hand	83,760
Total cash and cash equivalents	83,760

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Notes to the financial statements
For the period ended 31 August 2020

16. Analysis of changes in net debt

	Cash flows £	At 31 August 2020 £
Cash at bank and in hand	83,760	83,760
	<u>83,760</u>	<u>83,760</u>

17. Related party transactions

Sir Roger Manwood's Grammar School Foundation contributed £14,993 in the period ended 31 August 2020 to the Sir Roger Manwood School, of which M Roberts, J Rosso and A Kilbee are all Governors.

Sir Roger Manwood's Grammar School Foundation
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Appendix i

Detailed income and expenditure

	Foundation £	Wyborn £	Chivas Adam £	Restricted Prizes £	Claringbold £	Culross £	Unrestricted Parkinson £
Income							
Income from investments	8,449	471	416	372	34,535	306	4,519
Donations	200			500	70		
Bank interest					41		
Total Income	8,649	471	416	872	34,646	306	4,519
Expenditure							
Grants & prizes	1,539	300	300	850	17,000	342	
Independent examiner's fees					2,400		
Speech day & founders day	4,814						
Other contributions to school	2,195				3,984		4,000
Total Expenditure	8,548	300	300	850	23,384	342	4,000
Surplus/(deficit) in period	101	171	116	22	11,262	(36)	519
Capital account							
Balance as at 4th June 2019	155,817	8,039	6,641	8,822	698,913	4,668	73,993
Gains/(losses) on investments	(19,525)	(1,211)	(1,145)	(308)	(70,681)	(861)	(12,135)
Balance as at 31st August 2020	136,292	6,828	5,496	8,514	628,232	3,807	61,858
Income account							
Balance as at 4th June 2019	12,758	1,108	397	1,732	49,480	342	3,388
Surplus/(deficit) in period	101	171	116	22	11,262	(36)	519
Balance as at 31st August 2020	12,859	1,279	513	1,754	60,742	306	3,907
Total funds as at 31st August 2020	149,151	8,107	6,009	10,268	688,974	4,113	65,765

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Appendix ii

Detailed investments analysis

	Market Value 4 June 2019	Additions	Disposals	Market Value 31 August 2020	Gains on Holding	Income
	£	£	£	£	£	£
RESTRICTED						
Foundation						
M&G Equities Investment Fund	108,347			88,091	(20,256)	7,079
M&G Charibond Fixed Interest Fund	45,450			46,017	567	1,288
CCLA Charities	2,020			2,184	164	81
Wyborn						
M&G Equities Investment Fund	6,581			5,351	(1,230)	430
M&G Charibond Fixed Interest Fund	1,458			1,477	19	41
Chivas Adam						
M&G Equities Investment Fund	6,153			5,002	(1,151)	402
M&G Charibond Fixed Interest Fund	488			494	6	14
Prize Fund						
M&G Equities Investment Fund	2,724			2,215	(509)	178
M&G Charibond Fixed Interest Fund	4,303			4,357	54	122
CCLA Charities	1,795			1,942	147	72
Claringbold						
M&G Equities Investment Fund	398,124			323,693	(74,431)	26,012
M&G Charibond Fixed Interest Fund	300,789			304,539	3,750	8,524
Culross						
M&G Equities Investment Fund	4,668			3,807	(861)	306
UNRESTRICTED						
Parkinson						
M&G Equities Investment Fund	65,476			53,235	(12,241)	4,278
M&G Charibond Fixed Interest Fund	8,517			8,623	106	241
	882,900	-	-	789,169	(93,731)	44,549