

# THE FRIENDS OF THE CHERWELL SCHOOL OXFORD

Registered Charity 1183779

[friendsofcherwell.org](http://friendsofcherwell.org)

## ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 July 2021

The trustees present their Report for the year 1 August 2020 to 31 July 2021. This Report should be read in conjunction with the attached financial statements for the same period.

### **Legal status**

The charity was established by a Constitution as a Charitable Incorporated Organisation ('Foundation' model constitution) and entered on the Register of Charities by the Charity Commission for England and Wales on 7 June 2019 with the registered number 1183779.

### **Registered address**

Pennwood House  
Pound Lane  
Cassington  
Oxfordshire  
OX29 4BN

### **Bank**

The Co-operative Bank plc  
PO Box 250  
Southway  
Skelmersdale  
WN8 6WT

### **Independent Examiner**

Camerons Accountancy Consultants Ltd  
9 Worton Park  
Cassington  
Oxfordshire  
OX29 4SX

## **Objectives and activities**

The objects of the charity are: To advance the education of the students at The Cherwell School Oxford by providing and assisting in the provision of facilities for education and educational wellbeing at the school.

The charity raises funds through donations and general fundraising activities in order to provide grants to The Cherwell School Oxford to help provide facilities for education and educational wellbeing at the school in all areas of the curriculum, including arts, sciences and sports.

## **Structure, Governance and Management**

The charity is governed and managed by its trustees in accordance with its Constitution. The trustees met five times during the year with an overall attendance level of 94%. Meetings were held remotely online throughout the period because of the ongoing Covid19 pandemic, as allowed in the Constitution. There are no committees nor sub-committees and in the event of decisions being required between meetings all trustees are consulted and involved by group email.

Five trustees served throughout the period:

Catherine Aldridge  
John Hemingway - Chair  
Niall McWilliams  
Alex Thomas - Secretary  
Jackie Weaver

During the year two further trustees were appointed for a period of three years each in accordance with the Constitution and have served since the meeting dates given below:

Jennifer Ingham - appointed 25 August 2020  
Jolyon Harris - appointed 3 February 2021

No trustees were due to retire during the year.

## REVIEW OF THE YEAR

This was only our second year of operation and again the ongoing Covid 19 pandemic continued to have a major impact on our activities, although fortunately schools were finally allowed to re-open in September 2020 after the lockdown. The lack of opportunities for face-to-face contact with parents and other potential donors made fundraising activities virtually totally dependent on electronic methods, and it was a major advantage that we had invested in powerful software to maximise our ability to communicate with people on a regular basis. As a result, a snap survey conducted by the school towards the end of the year showed a very high level of awareness of The Friends amongst Cherwell's parents and staff, and of the impact we have now begun to make.

### Our Impact for the School

Our mailing lists of Friends and potential Friends are still tiny compared to the target populations out there, but we continued to grow steadily and produced a very creditable result. This year we were able to pledge over £70,000 to the school to fund improvement projects to benefit the education of its students. We owe massive thanks to all our supporters and donors who made this possible.

During the year we gave grants to the school of just under £42,000 in total. In addition we committed around another £30,000 to support ongoing projects which the school was not able to complete until after the year end - mostly because of complications and delays caused by the pandemic situation. These have all now been completed and the committed funds have been granted.

In particular, we focused our grants to make an impact for the students by:

- providing every child in need with a Chromebook
- refurbishing the South Site Library
- creating a new North Site Library
- adding extra outdoor seating and recreation areas

#### *Providing more Chromebooks*

The school's campaign for Chromebooks was a huge success, providing hundreds of extra machines. They proved vital for students to access lessons during lockdown and self-isolation, and continue to be essential for work both in class and at home. Knowing that every child has access to a computer has enabled the school to raise the level of its online capability to benefit all its students. Many thanks to the Oxfordshire Community Foundation and the Doris Field Charitable Trust who also gave us grants to help.

#### *Refurbishing the South Site Library*

Students on South Site can now enjoy a far more welcoming and better equipped library. We provided the funds for it to be redecorated, with new carpet, blinds and furniture, some Chromebooks for online research, and a growing selection of the latest books both fiction and non-fiction. Building and improving the library's collection is an ongoing commitment by The Friends.

### *Creating a new North Site Library*

Space was identified by the school to convert a couple of little-used rooms in the art block into a new North Site Library, with a small sanctuary of calm alongside for any student needing to take time out for a moment. The space was being used for overflow teaching capacity because of social distancing and zoning, but major conversion work started towards the end of the school year and continued during the summer break to make the new library ready to open in the first term of the new school year in 2021.

### *Adding extra outdoor seating*

Sociable fresh air spaces are good for student well-being at all times, with or without a pandemic. We provided funds to help the school add a steady flow of new picnic tables and benches on both sites, and to repair and improve the seating area in the Humanities Garden on North Site.

## **Our Income**

Our total income for the year was just over £90,300. Donations from Friends made up around two-thirds of this at almost £59,000, and we also raised £6,000 from other charitable bodies. 100% of every donation is duly granted to the school to fund agreed projects to benefit the education of its students.

During the year the Cherwell School PTA decided to end its charitable status and to transfer its existing funds to The Friends, as the focus for all future fundraising. As a result we received just under £6,500 in cash and a long-term investment holding in the Low Carbon Hub, which at the end of the year was valued at approximately £4,500. This investment produces a small annual income plus a steady pay-back of the initial capital over a 25 year period.

Other sources of income included an online yoga de-stress session, organised by a parent volunteer through the PTA, which was well supported and generated a donation to The Friends of just under £1,000. We also set up accounts with online shopping schemes (Amazon Smile and easyfundraising) which in total generated some £500. We run a very efficient system for reclaiming Gift Aid on donations where possible, and this generated just over £13,000 in additional income that more than covered all our operating costs.

## **Our Operating Costs**

Day-to-day operation of the charity depends totally on volunteer time and resources. We have no paid staff, no premises, no equipment. We operate a website that we have to pay to host, but all the design and maintenance is provided free of charge by an independent professional volunteer. Our software is managed by one of the trustees, with support free of charge from another independent professional volunteer. Our accounts are managed by one of the trustees, and all our trustees give their time and expertise in various ways to support the charity's operations. Our Independent Examiner also very kindly provides her professional services without charge.

Apart from hosting the website, our main costs are the software we use and the card processing fees we pay for online donations and events. The software we run is the leading fundraising software Raiser's Edge NXT from Blackbaud. This cloud-based system underpins everything we do and enables the charity to minimise its overheads, to communicate easily with donors and potential donors, and to receive direct online donations simply and securely. Our total operating costs for the year were just under £9,300.

We are committed to the principle that all our operating costs should be covered without charge to donations from Friends, and again this year we have successfully achieved this.

## **Balance sheet movements**

During the year we received from the former charitable PTA the transfer of cash and the long-term investment in the Low Carbon Hub, as reported above.

Also during the year, an interest-free loan of £3,000 from one of the founding trustees, made to help cover our start-up costs, was very generously converted to a gift. In addition, we were able to repay in full two other interest-free start-up loans of £1,000 each from two of the founding trustees. On the balance sheet, this now leaves just one loan of £3,000 outstanding. Again, this is an interest-free loan from one of the founding trustees to cover our start-up costs which may be repaid as and when felt appropriate by the charity.

At the close of the year our total funds stood at just over £42,500, most of which had already been committed in principle to several school improvement projects awaiting completion. At the time of approving this report, these have all now gone ahead and the grants have been paid.

## **Volunteers**

The trustees would like to thank the many volunteers at Cherwell School who continue to assist with advice, support and fundraising initiatives, including parents, staff members, and especially Headteacher Chris Price.

In addition, we would like to thank three independent professionals for their very generous gifts-in-kind of their time and expertise:

Amy Hemingway, Community Manager at Wolsey Hall Oxford and freelance designer, for creating and maintaining our website and providing ongoing promotional design services

Ellen O'Donnell FCA, Head of Camerons Accountancy Consultants, for acting as Independent Examiner of our annual accounts

Lucy Wells, consultant Director of Development for Climate Science Legal Defence Fund, for strategic and operational support with our fundraising strategy and systems.

## Looking ahead

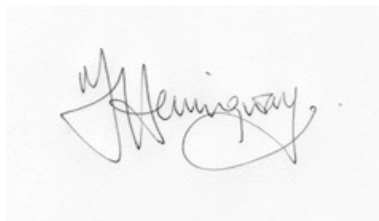
Opened in 1963 and little changed since then, Cherwell's ageing buildings are now yet another year older. In addition to funding annual improvement projects to make an immediate impact for the school's students, we have begun to work alongside the school's leadership team to develop a Masterplan vision for the wholesale improvement and re-development of both school sites. Priorities continue to be a performance hall and a sports hall, and during the year ahead we will be aiming to help turn the Masterplan vision into a detailed strategic plan for implementation.

This work will build on the proven success of the project to build a new £750,000 floodlit all-weather sports pitch at Cherwell, which is currently under construction and scheduled to be ready for play by the spring of 2022. This project, funded principally by the Football Foundation with support from River Learning Trust and Cherwell School, was started before The Friends was created, but two of our trustees played a vital part as Chair and Secretary of the steering group that made it happen. We hope to be able to emulate that success in projects yet to come.

With many thanks to all our Friends and supporters.

Approved by the trustees at their meeting on 8 December 2021

Signed on behalf of the trustees

A handwritten signature in black ink, appearing to read 'J Hemingway'.

John Hemingway  
Chair

A handwritten signature in black ink, appearing to read 'A Thomas'.

Alex Thomas  
Secretary

Date: 8 December 2021

## Financial Statements

The Trustees are responsible for the preparation of the Financial Statements and for keeping proper accounting records, which disclose the financial position of the Charity.

## The Friends of the Cherwell School Oxford

### Independent Examiner's Report To the Trustees of Friends of Cherwell School

I report on the accounts of the charity for the period ended 31 July 2021.

#### Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company 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 Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination. I report in respect of my examination of your charity's accounts as 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

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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;
- the accounts have not been prepared in accordance with the Charities SORP (FRS102)

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.



Dated 31/12/21

Ellen O'Donnell FCA  
Camerons Accountancy Consultants Ltd  
9 Worton Park  
Cassington  
Oxford  
OX29 4SX

# **The Friends of the Cherwell School Oxford**

## **Statement of Financial Activities for the year ended 31 July 2021**

		<b>2021</b>	<b>2020</b>	
			Unrestricted funds	Restricted funds
			£	£
	<b>Notes</b>			
<b>Income</b>				
Income from activities in furtherance of the Charity's objects:				
Fundraising/donations		61,848	8,895	-
Grants		12,455	-	-
Other income Gift Aid		13,069	2,104	-
Events and online shopping schemes		1,477		
Donation of investment bond		4,488		
<b>Total Income available for charitable application</b>		<b>93,337</b>	<b>10,999</b>	<b>-</b>
<b>Resources Expended - Charitable expenditure</b>				
Cost of activities in furtherance of the charities objectives	2	51,164	10,589	
Managing and administering the charity			-	
<b>Total Resources Expended</b>		<b>51,164</b>	<b>10,589</b>	
<b>Extraordinary Costs</b>				
<b>Net movement in funds</b>		<b>42,173</b>	<b>409</b>	<b>-</b>



**The Friends of the Cherwell School Oxford**  
**Notes to the financial statements for the year to 31 July 2021**

**1 Accounting Policies**

**1.1 Basis of preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005), applicable accounting standards and the Charities Act 2011. The principal accounting policies adopted in the preparation of the financial statements are as follows:

**1.2 Funds structure**

Funds held by the charity are either

**Unrestricted general funds** - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees

**Restricted funds** - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. All restricted funds are represented by net current assets.

**1.3 Incoming Resources**

**Donations and grants**

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

**1.4 Resources expended**

Expenditure included in the direct charitable expenditure is that relating to the provision of the counselling services, and expenses relating to the service for young people. Fundraising expenditure is that expenditure directly incurred related to the Charity's All other expenses relate to managing and administering the charity.

**2 Management and Administration of the Charity**

	2021	2020
Raiser's Edge NXT	7,199	10,405
Website and promotion	488	-
Grants made	41,869	-
Bank charges	1,628	184
	51,164	10,589

**3 Creditors**

	2021	2020
Trade Creditors	3,000	8,000
Loans	3,000	8,000

# The Friends of the Cherwell School Oxford

## Balance Sheet 31 July 2021

	notes	31 July 2021	31 July 2020
			£ £
<b>Fixed Assets</b>			
<b>Current Assets</b>			
Bank Account		41,094	8,409
Investment Low Carbon Hub		4,488	
<b>Total Assets</b>		45,582	8,409
<b>Current Liabilities</b>			
Trade creditors	3	3,000	8,000
<b>Total Funds</b>		42,582	409
<b>Reserves</b>			
<b>Restricted Funds</b>			
<b>Restricted Funds Schools</b>			
<b>Total Restricted Funds</b>			-
<b>Unrestricted brought forward</b>		42,582	409
<b>Total Reserves</b>		42,582	409

The company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the accounting period ended 31 July 2021

The members have not required the company to obtain an audit of the financial statements for the period ended 31 July 2021 in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with section 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its incoming resources and application of resources, including its income and expenditure for the financial year in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

The financial statements were approved by the trustees and were signed by:

Trustee

