



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 09.09.19

Period start date

To

Period end date

Charity name: Friends of Hexham Priory School

Charity registration number: 1185241

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 PUPILS AT HEXHAM PRIORY SCHOOL BY SUPPORTING THE SCHOOL AND ENCOURAGING LINKS WITH THE WIDER COMMUNITY; BY PROVIDING AND ASSISTING IN THE PROVISION OF EXTRA FACILITIES, RESOURCES AND OTHER SUNDRIES. TO INCLUDE SUBSIDISING EXTRA CURRICULUM TRIPS, AND IN-SCHOOL VISITS WHICH ARE NOT PROVIDED BY THE LOCAL 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	General fundraising through school channels - parents and carers and the general public - where possible due to Covid restrictions. Applying for charitable grants to raise money in particular for the purchase of a new school minibus.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All Trustees were issued with a copy of "The Essential Trustee" and have confirmed they are aware of the concept of public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A

Contribution made by volunteers	Para 1.38	Friends of Hexham Priory School is made up of a Board of Volunteer Trustees and operates similarly to a PTA, therefore receives help from volunteers in the school and wider community to further our fundraising efforts. We are very grateful for all the help we have received since we formed, especially since the Covid-19 pandemic has made most types of fundraising extremely challenging.
Other		

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	Despite the pandemic, we have been able to achieve some fantastic outcomes for the beneficiaries of the charity. We initially raised money to provide the types of equipment that would not be provided by the Local Authority, such as an extra adapted buggy for use within the community and a set of iPads. As a Board of Trustees we listened to the school and agreed that the most pressing issue was to replace the ageing fleet of minibuses, one of which completely broke down and needed immediate replacement. As this was impeding the aims of the school in allowing children to access all areas of their curriculum, we set out to raise the necessary funds to purchase a brand new minibus and achieved this within just over a year. The bus is now on order and this will mean that the children of the school will then have safe and secure transport to be able to travel to their sports and swimming lessons, access the wider community, go to residential trips etc. Staff will also not have to use their own cars and social distancing will be more easily achieved. Staff will also feel happier that the new vehicle will not present them with any mechanical problems, and school will be reassured by the initial manufacturers warranty, meaning no more expensive repair bills.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Objective – raise money for class set of 10 iPads (partially achieved – remainder funding found by school) Objective – raise money for purchase of adapted buggy (achieved – buggy purchased with funds and now in use) Objective – raise money for purchase of new 17 seater minibus (achieved – order has been placed for the new minibus)
Performance of fundraising activities against objectives set	Para 1.41	The majority of funds raised has been via charitable grants and donations. We raised c.£800 from Christmas raffle, c.£180 from a clothes collection, and similar amounts of money from bake sales before Covid. We have had through marketing the charity charitable donations of £1000 and £3000 from a local Flower Club and the Upside Down charitable group and we have raised over £2000 from a sponsored walk in February 2021. Local businesses have contributed small amounts of money and prizes to hold other small raffles and parents of the school have kindly carried out their own fundraising. The remainder has been raised through applying to various grant giving organisations and local Councillors funds.
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	31/12/2020
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves policy has not yet been set. This will be discussed at next trustees meeting
Amount of reserves held	Para 1.22	£26,267 at 31/12/2020
Reasons for holding zero reserves	Para 1.22	
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	N/A

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	Fundraising sources include typical PTA activities around school and in the community, charitable donations from the public and also applying for larger sums of money via grant giving organisations.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The uncertainty facing other grant giving organisations means that there is a risk that we may not be able to achieve our objectives as quickly as previously hoped. The pandemic poses a threat to ongoing traditional fundraising methods since we may not be able to hold events as we would have done, and this in turn makes it more difficult to promote the charity to the general public.
Other		

Structure, Governance and Management

Description of charity's trusts:		N/A
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Model Constitution approved the Charity Commission.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	New Trustees are recruited following discussion within the existing Board, and particular attention is paid to the skill set and links as well as the amount of time they are able to commit to the charity. Full agreement is sought from the Trustees via vote prior to offering a Trustee position.

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	All new Trustees are given a copy of "The Essential Trustee" and have discussions with the Chair to explain how our charity operates.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Friends of Hexham Priory School
Other name the charity uses	N/A
Registered charity number	1185241

Charity's principal address	Hexham Priory School Corbridge Road Hexham NE46 1UY

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	Katherine Miller	Trustee		
2	Elizabeth Davison	Trustee		
3	Sarah Nixon	Trustee		
4	Michelle Rivkin	Trustee		
5	Janet Lowerson	Trustee		
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Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Fundraising	Liam Conroy	
Governance	Nick Kennon	

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

As mentioned above, Liam Conroy and Nick Kennon have participated in meetings in an advisory capacity pending full adoption onto the Board of Trustees. We are currently awaiting the paperwork to finalise this; with Nick Kennon being voted in as Chair of Trustees, replacing Katherine Miller who is stepping down.

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

K Miller

M A Rivkin

Full name(s)

Miss Katherine Miller

Mrs Michelle Anne Rivkin

**Position (eg
Secretary, Chair, etc)**

Chair

Treasurer

Date

27/10/2021

Independent examiner's report

Report to the Trustees of the Friends of Hexham Priory School On the accounts for the period from 9 September 2019 to 31 December 2020

Charity no: 118524

I report to the charity trustees on the examination of the accounts of the Company for the period from the Company's registration on 9 September 2019 to 31 December 2020, as attached.

Responsibilities and basis of report

As the charity's trustees of the Company (who are 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 which gives me cause to believe that accounting records were not kept in accordance with section 386 of the Companies Act 2006.

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.

Geraldine Green
Independent examiner
October 30, 2021

Independent examiner's report

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