



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** Jan 2022 **Period start date** **To** Dec 2022 **Period end date**

**Charity name:** Friends of Hexham Priory School

**Charity registration number:**

## 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	<b>N/a</b>
Policy on social investment including program related investment	Para 1.38	<b>N/a</b>
Contribution made by	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		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	We have been able to achieve some fantastic outcomes for the beneficiaries of the charity. We have taken delivery of second new bus which was funded through Stay strong Stu / Woodenspoon and ourselves Which means more students can get out for trips and therapies off site.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Objective Take delivery of second bus - achieved
Performance of fundraising activities against objectives set	Para 1.41	Objective Start fundraising again - achieved but not til start of new school year September 2022
Investment performance against objectives	Para 1.41	<b>N/a</b>
Other		

--	--	--

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Charity is in good position with small sum of money which has not been allocated yet so we have asked staff for wish list for 2023 so we can benefit beneficiaries more.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Not confirmed as yet
Amount of reserves held	Para 1.22	<b>N/a</b>
Reasons for holding zero reserves	Para 1.22	<b>N/a</b>
Details of fund materially in deficit	Para 1.24	<b>N/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/a</b>

### 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	<b>N/a</b>
A description of the principal risks facing the charity	Para 1.46	<b>N/a</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>N/a</b>
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation Model Constitution approved by the Charity Commission.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	<b>CIO</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	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	
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	Michelle Rivkin	Trustee		
3	Sarah Nixon	Trustee		
4	Janet Lowerson	Trustee		
5	Elizabeth Davison	Trustee		
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## 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

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

--

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

## Other optional information

--

**Declarations**

**The trustees declare that they have approved the trustees’ report above.**

**Signed on behalf of the charity’s trustees**

**Signature(s)**

M A Rivkin	
------------	--

**Full name(s)**

Mrs Michelle Anne Rivkin	
--------------------------	--

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

Treasurer	
-----------	--

**Date**

--

## General fundraising

## Minibus fundi

CR

DR

01/22 Lotto £2.00

02/22 Easy funding £44.55

Lotto £2.50

03/22 Lotto £2.00

04/22 Lotto £2.00

05/22 Lotto £2.00

06/22 Lotto £5.00

Easy funding £17.66

07/22 Lotto £12.00

08/22 Easy funding £31.88

Lotto £2.00

09/22 Lotto £7.50

10/22 Lotto £9.50

11/22 Easy funding £38.09

Lotto £3.00

Coffee morning £7.94

Hampers £13.46

License £40.00

Raffle tickets £52.00

Panto £1,368.00

12/22 Lotto £10.00

£191.68 £1,481.40

Bf from 2021 £5,701.58

Balance **£4,411.86**

Bf from 2021

Balance

Money at bank 31/12/22 £4,331.91

Money held by hexham Priors £1,000.00

**Total funds £5,331.91**

Representing

Ipads £1,000.00

General £4,331.91

£5,331.91

**Allocated funds/ Accrual costs**

Tyne valley coaches £542.00

iPad cost £891.00

Extra tickets theatre £94.50

Deposit for theatre 2024 £200.00

Cost of disposable cups £30.00

Money for classes (money HP have) £1,000.00

£2,757.50

**Accrual for money raised (income)**

Christmas Raffle £1,140.80

Coffee refreshments £74.00

My child art	£41.80
	£1,256.60
<b><u>Not Allocated funds from 2022</u></b>	£3,831.01

raising

CR	DR
----	----

£2,800.00	
-----------	--

	-£5,995.00
--	------------

£2,800.00	-£5,995.00
-----------	------------

£3,115.05	
-----------	--

£5,915.05	
-----------	--

<b><u>-£79.95</u></b>	
-----------------------	--