



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/01/2021 Period start date To 31/12/2021 Period end date

Charity name: ARCHBISHOP TENISON'S SCHOOL (CROYDON) DEVELOPMENT TRUST

Charity registration number: 282496

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To raise and to hold sums of money or other assets so as to advance the education of pupils at Archbishop Tenison's School Croydon.
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	Improved facilities for education at the School is the public benefit that the Development Trust provides.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In forming its objectives the Trustees have given due regard to the Charities Commission published Guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
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	<p>As usual the Development Trust has covered the full cost of the School's required contribution to the Southwark Diocesan Maintenance Fund (£12936). This annual sum currently accounts for about 50% of the current normal regular income of the Charity. There continue to be significant maintenance requirements, given the age of the buildings, and the School benefits significantly from this scheme receiving greater value of works completed than the payment made.</p> <p>During 2021 there were also payments made to cover the 10% capital contribution to significant improvements to the school buildings made in the summers of 2020 (£5575) and 2021 (£5376).</p> <p>The maintenance and capital works carried out included replacement of boiler feed and distribution pipes, with new radiators in some locations; installation of additional hand washing facilities; complete refurbishment of student toilet facilities, including an increase to the total number of toilets which was required to meet the standards for the increased student numbers in the school.</p> <p>All these matters improve the facilities available for the education of all pupils attending Archbishop Tenison's School Croydon.</p> <p>The School has initiated a chaplaincy for the support of students particularly during the challenges of the COVID19 pandemic. Whilst the Trust has not been in a financial position to donate directly from its regular income for this work, it has been the vehicle for receiving and passing on one-off donations.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Various modifications to the buildings have been made to facilitate further increase in pupil numbers as well as updating numerous facilities available to all students, particularly toilets and heating system.
		Regular voluntary donations made by parents and carers have held up well despite

Performance of fundraising activities against objectives set	Para 1.41	<p>the pandemic. However, the trend is still slightly downwards, and so further actions are required to stabilise income.</p> <p>Reclaiming of gift aid continues to be quarterly and up to date, within a few weeks of end of quarter.</p>
Investment performance against objectives	Para 1.41	<p>During this year there has been a 14% increase in the value of the small investment (£16,000 at start of year) held by the trust. This is kept as a reserve, whilst also separately generating quarterly income.</p>
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The Trust's cash funds have increased during the year by ~£2000, making £43670 available at year end.</p> <p>Regular income and expenditure continue to be roughly in balance, with a suitable reserve retained.</p> <p>The trust continues to retain the COIF fund, now containing ~£18000, held as assets.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The Charity seeks to build up some reserves to allow it to support more significant projects, particularly where provision of Development Trust funds will be needed by the School to meet the contribution (normally 10%) to significant capital projects required by the Diocese.</p> <p>Reserves can also be used to make grants for small scale items of equipment etc.</p>
Amount of reserves held	Para 1.22	£43670 in the main accounts and £18000 in the CCLA charities investment fund.
Reasons for holding zero reserves	Para 1.22	The Charity holds reserves.
Details of fund materially in deficit	Para 1.24	<p>The trust does not have material deficit.</p> <p>The Charity has the following expected liabilities during 2022:-</p> <ul style="list-style-type: none"> • Diocesan Maintenance Fund Payment for 2022 - £13000. • Contribution to 2022 capital building works - expected to be ~£10000 <p>To offset these liabilities the Trust has total reserves and assets of ~£62000.</p> <p>At the year end the only outstanding Gift Aid claim with HMRC is for the quarter October to December 2021, which is expected to raise circa £1000, which sum is in addition to the reserves and assets sum referred to above.</p> <p>Additionally, normal fund raising from parental giving in 2022 can be expected to raise circa £25,000.</p>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Trustees believe that, based upon the statements set out above, as at 31/12/2021 the Charity is in a position to continue as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

		The principal income of the Development Trust remains regular giving by parents and
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The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>carers of pupils at the School, together with occasional donations from past pupils and other supporters of the School. Parents are encouraged to gift aid their giving where possible such that a tax claim can be made to HMRC, and this has created a welcome addition to the income of the charity. However, the level of normal income that is gift aided has continued to reduce, albeit not by very much in the last year. Occasionally money is received from matched funding by an employer in regard to a donation by one of their employees. A small amount of money is also raised from fund raising activities such as AmazonSmile donations and sales of the School History book.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>Monies not immediately needed are invested in a Base Rate Tracker account, together with the sum invested in the CCLA Investment Fund.</p>
A description of the principal risks facing the charity	Para 1.46	<p>Challenges in the school's budget leading to a greater demand on the Charity's funds to support school projects.</p> <p>Reduction of voluntary parental contributions, and the associated reduction in gift aid reclaim, leading to less income.</p> <p>Decision-making regarding any building capital projects has in recent history been made by school and governors, but with the trust as the principal source of funds to pay 10% of the capital cost. Whilst there is communication between trust and governors this needs to be improved so that trustees are involved in decision-making on final financial commitments, to better manage risk of over commitment.</p>
Other		

Structure, Governance and Management

Description of charity's assets:		All assets are cash at the Bank, except a sum of ~£18000 held in the CIOF Charity Investment Fund
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
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	Trustees are normally parents of present and former pupils and are normally selected through consultation with the Governors of the School and the School's Parents Association. Trustees are nominees of the Governors of Archbishop Tenison's Foundation and the Committee of Archbishop Tenison's Parents Association.

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Trust conducts its business mainly through formal minuted meetings. It met formally on 4 occasions during the year. Steve Ruddy was appointed trustee in September.</p> <p>Further recruitment efforts are underway for at least one and possibly two more trustees, with the chair and other longstanding trustees beginning their plans to step down. The chair stepped down at the last meeting of the year (November 8) and the treasurer stepped in as interim chair until additional trustee(s) have been appointed, from whom a new chair will be selected, and a good handover provided.</p>
Relationship with any related parties	Para 1.51	<p>Whilst the Development Trust is a wholly independent body managed and controlled by its 5 Trustees (some of whom are nominated by the Governors of the School), it nevertheless works with other bodies connected with governance and funding of Archbishop Tenison's School Croydon. These are the Governing Body (the Governors of the School), and the School Foundation (controlled by the Governors as trustees) which holds some relatively limited financial assets on behalf of the School. The school Governing Body has four types of Governors, those appointed by the</p>

		Archbishop of Canterbury, the Diocese and the Croydon Deanery (who are all known as Foundation Governors), Ex-Officio governors, Co-Opted Governors and those appointed by the Local Education Authority and Parents.
Other		<p>Some trustees are also donors to the trust, giving a total of £500 in the year. The trustees do not use their contributions for any influence and in any case the amount given in 2021 is not material to the trust income and expenditure.</p> <p>One of the relatively new trustees raised several questions and concerns about how the trust is run, bringing a new perspective to complement the experience of long-standing trustees. Responses to the questions and concerns were documented, and an additional risk to the trust has been added into this report compared to previous years regarding the decision making for financial commitments.</p> <p>A meeting was held by the interim chair with chair of governors and School Head Teacher in early December to review the work of the trust and to improve the communication between trust and governors, and as a result recommending that a governor become the new chair of the trust (to be actioned in early 2022).</p>

Reference and Administrative details

Charity name	ARCHBISHOP TENISON'S SCHOOL (CROYDON) DEVELOPMENT TRUST
Other name the charity uses	
Registered charity number	282496
Charity's principal address	Archbishop Tenison's C E High School Croydon, Selborne Road, Croydon CRO 5JQ

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	Marie Winter	Chair	1/1/21-8/11/21 as chair	
2	Simon Smith			
3	Trevor Hill	Treasurer	Interim chair from 8/11/21	
4	Tanya White			
5	Steve Ruddy		From 13/9/21	
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17				
18				
19				
20				

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

Director name		
There are no corporate Trustees		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
The Trust holds no property		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	No funds are held as custodian Trustees on behalf of others
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
	There are no advisors	

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

The Charity has no staff. The Charity pays for no financial, secretarial or other support, and all such activities are undertaken by either the Trustees or parents or friends of the School on a voluntary basis.

Exemptions from disclosure

Reason for non-disclosure of key personnel details

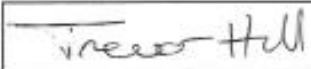

N/A

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)		
Full name(s)	Trevor Hill	Simon Smith
Position (eg Secretary, Chair, etc)	Treasurer and trustee	Trustee
Date	31 March 2022	



Receipts and payments accounts

For the period from	1.1.21	To	31.12.21
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Gift Aid Donations	15,785	5,000	-	20,785	16,994
Other gifts and donations	5,794	30	-	5,824	6,405
Fundraising events		-	-	-	-
Bank interest	2	-	-	2	38
Amazon Smile donations	41	-	-	41	30
Gift Aid claims made in previous year	-	-	-	-	4,227
2020 4Q Gift Aid claim	1,116	-	-	1,116	-
2021 Q1 Gift Aid claim	1,004		-	1,004	-
2021 Q2 Gift Aid claim	922	1,250	-	2,172	-
2021 Q3 Gift Aid claim	962	-	-	962	-
Purchase of school history book	19	-	-	19	-
Return on investments	474	-	-	474	473
Sub total (Gross income for AR)	26,119	6,280	-	32,399	28,167
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	26,119	6,280	-	32,399	28,167
A3 Payments					
Grant to Diocese maintenance fund (2021)	12,936	-	-	12,936	13,618
Consultancy fees		-	-	-	3,500
Payment to Independent Examiner	260		-	260	-
Grant to school for head teacher projects	-	-	-	-	5,000
Grant to school on behalf of Foundation		-	-	-	33,042
Building costs from summer 2020	5,575	-	-	5,575	-
Building costs from summer 2021	5,376	-	-	5,376	-
Donation made for new computers		-	-	-	4,500
Donation made for chaplaincy	-	6,280	-	6,280	-
Sub total	24,147	6,280	-	30,427	59,660
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	24,147	6,280	-	30,427	59,660
Net of receipts/(payments)	1,972	-	-	1,972	- 31,494
A5 Transfers between funds			-	-	-
A6 Cash funds last year end	41,705	-	-	41,705	73,200
Cash funds this year end	43,677	-	-	43,677	41,706

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds	Current Account	17,382	-	-
	Base Rate tracker account	22,238	-	-
	Sports Hall account			
	Investment returns (interest account)	4,056	-	-
	Total cash funds	43,677	-	-

(agree balances with receipts and payments account(s))

OK OK OK



	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B2 Other monetary assets	Gift aid claim eligibility Oct-Dec 2021	1,059	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	CCLA charities investment fund	COIF Charity Fund	-	18,391
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Diocese maintenance fund 2022	Unrestricted	15,000	15 May 2022
	Contribution to building works 2022	Unrestricted	10,000	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	TREVOR HILL	31.3.22
	SIMON SMITH	05/04/22

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Supporting Charitable Organisations

11 April 2022

Independent Examiner's report to the Trustees of The Archbishop Tenison's School Development Trust, Charity commission number 282496

I report on the accounts for the year ended 31 December 2021 which were set out on the documents provided to me.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Martyn Burt

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