

**CORBETS TEY SCHOOL PARENTS AND FRIENDS
ASSOCIATION**

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

ON 31ST AUGUST 2020

Charity No: 289742

**McCORMACK & ASSOCIATES
CHARTERED CERTIFIED ACCOUNTANTS
311 CHASE ROAD
SOUTHGATE
LONDON N14 6JS**

**CORBETS TEY SCHOOL PARENTS AND FRIENDS
ASSOCIATION**

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST AUGUST 2020**

Contents

	<u>PAGE</u>
Legal and Administrative information	3
Trustees' Report	4-6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Accounts	10-14

**CORBETS TEY SCHOOL PARENTS AND FRIENDS
ASSOCIATION
Year Ended on 31st August 2020**

Legal and Administrative Information

Trustees:

Mrs. Emma Allen (President)
Mrs. Gulsharan Mcdermott (Vice President)
Mr. Edward Fowles (Chairperson)
Mrs. Zoe Smith (Vice-Chairperson)
Mrs. Toni Williams (Treasurer)
Mrs. Michelle Robinson (Secretary)
Mrs. Jean Challis (Community Officer)
Mrs. Susan Cumbers (Officer)
Mr. Colin Carpenter (Officer)
Mrs. Emma Marston (Officer)
Mrs. Lesley Nutley (Officer)
Mrs. Laura Forbes (Officer)

Charity Number: 289742

Charity's Principal Address:

c/o Corbets Tey School
Harwood Hall lane
Upminster
Essex. RM14 2YQ

Bankers:

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent. ME19 4JQ

Independent Examiners:

H.H. Shah
McCormack & Associates
Chartered Certified Accountants
311 Chase Road
Southgate
London N14 6JS

CORBETS TEY SCHOOL PARENTS AND FRIENDS ASSOCIATION

Trustees' Report for the Year Ended 31st August 2020

The Trustees present their report together with the financial statements of the Charity for the year ended 31st August 2020. The financial statements have been prepared in accordance with the accounting policies set out on page 10 and comply with the charity's trust deed and applicable law.

Constitution, objects and policies

The objects of the association are to advance the education of the pupils of Corbets Tey School by providing and assisting in the provision of facilities not normally provided by the Local Education Authority for education in the school. The association shall be non-political and non-sectarian in the school.

The policy of the Trustees continues to be to seek additional finance and support to continue to run the Association.

Trustees

The Trustees named on page 3 have served in the year.

Developments, activities and achievements and future developments

The Parents and Friends Association's activities include organising fundraising activities such as fetes, golf days, raffles, sponsored events and gaining support from charitable and grant giving organisations. The management committee manage and oversee the allocation of any funds raised to ensure that they are used to benefit the children attending the school. The members of the association also organise various social functions for children, parents/carers, staff and friends of the school. These events take place throughout the year and include live bands, tribute bands, discos and quiz nights.

Grants of Considerable value

The following donations were received to fund the projects

- (1) Donations of £3,750.00 from The Hedley Foundation made to Corbets Tey School to support the purchase of an iSand Box.
- (2) Donation of £2,000.00 from GWUK Groundworks UK via Tesco to Corbets Tey School to support the upgrade to outside area – Primary Playground
- (3) Donation of £2,000.00 from Charles French to Corbets Tey School to support the upgrade to outside areas.

CORBETS TEY SCHOOL PARENTS AND FRIENDS ASSOCIATION

Trustees' Report for the Year Ended 31st August 2020

Developments, activities and achievements and future developments (Contd).

Events/Activities

Brickendon Grange Golf Day raised £9,660 and Romford Golf Club – Captains Charity of the year raised £11,350 both of which are included within General Donations.

Financial Review

The Charity with the support of its donors, staff and volunteers, generated incoming resources of £44,101. Total resources expended were £21,155. This has resulted in a net surplus of £22,946.

Risk Management

The Trustees have conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors. There are vetting procedures as required by law for the protection of the children. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Reserves policy

The association is a small charity with a simple, stable pattern of receipts and payments, few if any commitments, and little susceptibility to factors outside its own control. In normal circumstances, it is considered that the association has no reason to hold reserves in large amounts. New capital or revenue projects will only be approved by officers, and supported financially by the association, when revenue is already in place within its funds or following a successful application for grant funding, where pledged support has been received in writing. The association funds will not be allowed to go into deficit.

CORBETS TEY SCHOOL PARENTS AND FRIENDS ASSOCIATION

Trustees' Report for the Year Ended 31st August 2020

Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity 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 in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity to enable them to ensure that the accounts comply with the Charities Act 2011 the applicable Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. 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.

Examiners

Mr. H.H. Shah of McCormack & Associates was reappointed as the Charity's Examiner during the year and has expressed his willingness to continue in that capacity.

Approval

This report was approved by the Trustees on 26th APRIL 2021 and signed on their behalf.

E. Fowles
(MR. EDWARD FOWLES – CHAIRMAN)

**CORBETS TEY SCHOOL PARENTS AND FRIENDS
ASSOCIATION**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CORBETS TEY
SCHOOL PARENTS AND FRIENDS ASSOCIATION**

I report to the trustees on my examination of the accounts of Corbets Tey School Parents and Friends Association for the year ended 31st August 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

**H.H. Shah FCA FCCA
McCormack & Associates
Chartered Certified Accountants
311 Chase Road
Southgate
London N14 6JS**

McCormack & Associates

Date: 26th APRIL 2021

**CORBETS TEY SCHOOL PARENTS AND FRIENDS
ASSOCIATION**

**Statement of Financial Activities
For the Year Ended 31st August 2020**

	Notes	General Fund £	Restricted Funds £	2020 £	2019 £
Income					
Donations	4	28,855	14,768	43,623	47,260
Charitable Activities	5	462	-	462	984
Investment Income	6	16	-	16	26
Total Income		<u>29,333</u> =====	<u>14,768</u> =====	<u>44,101</u> =====	<u>48,270</u> =====
Expenditure					
Charitable Activities	7(a)	8,080	12,905	20,985	56,759
Other – Administration Costs	7(b)	170	-	170	175
Total Expenditure		<u>8,250</u> =====	<u>12,905</u> =====	<u>21,155</u> =====	<u>56,934</u> =====
<u>NET INCOME/(EXPENDITURE)</u>		21,083	1,863	22,946	(8,664)
Transfer between funds	8	(3,440)	3,440	-	-
Gains and Losses on Investment Assets		(262)	-	(262)	18
Total funds brought forward on 1 st September 2019	8	27,377	4,683	32,060	40,706
<u>TOTAL FUNDS CARRIED FORWARD</u>		<u>44,758</u> =====	<u>9,986</u> =====	<u>54,744</u> =====	<u>32,060</u> =====

The statement of financial activities includes all gains and losses in the year. All income and expenditure derive from continuing activities.


CORBETS TEY SCHOOL PARENTS AND FRIENDS ASSOCIATION

Balance Sheet as at 31st August 2020

		2020		2019	
	Notes	£	£	£	£
Fixed Assets					
Tangible Assets					-
Investments	10		224		486
Current Assets					
Debtors	11	-		-	
Cash at bank and in hand	12	54,520		31,574	
		<u>54,520</u>		<u>31,574</u>	
Creditors: Amounts falling due within one year	13	-		-	
		<u>-</u>		<u>-</u>	
			54,520		31,574
			<u>54,520</u>		<u>31,574</u>
Net Assets			54,744		32,060
			<u>54,744</u>		<u>32,060</u>
			=====		=====
Restricted funds	8		9,986		4,683
Unrestricted General Funds			44,758		27,377
Total funds			<u>54,744</u>		<u>32,060</u>
			=====		=====

Approved by the Trustees on 26th APRIL 2021
and signed on their behalf

E. Fowles
(MR. EDWARD FOWLES – TRUSTEE)


(TONI WILLIAMS – TRUSTEE)

CORBETS TEY SCHOOL PARENTS AND FRIENDS ASSOCIATION

Notes to the Accounts for the Year Ended 31st August 2020

1. BASIS OF PREPARATION

The financial statements have been prepared in accordance with 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 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Trust meets the definition of a public benefit entity under FRS 102.

2. FUND ACCOUNTING

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Designated funds are Unrestricted funds which the Trustees have decided at their discretion to set aside for specific purposes.

Restricted funds are subjected to restriction on their expenditure imposed by the donor.

3. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(a) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. Investment income is included when received.

(b) Resources expended

Expenditure is accounted for on an accruals basis. Expenditure on management and administration of the charity includes all expenditure not directly related to the charitable activity.

**CORBETS TEY SCHOOL PARENTS AND FRIENDS
ASSOCIATION**

**Notes to the Accounts
For the year ended 31st August 2020**

4. DONATIONS	<u>General Fund</u>	<u>Restricted Fund</u>	2020	2019
	£	£	£	£
General Donations	28,855	-	28,855	34,379
Tesco	-	450	450	-
London Taxi Drivers	-	818	818	-
GWUK Groundworks	-	2,000	2,000	-
Charles French	-	2,000	2,000	-
Upminster Old School Foundation	-	250	250	180
Essex Youth Trust	-	1,000	1,000	1,000
Percy Bilton	-	-	-	3,390
Grant Hedley Foundation	-	3,750	3,750	-
Avelon fundraising	-	-	-	811
Upminster Tap Room	-	2,500	2,500	-
Variety	-	-	-	5,000
St.James's Place	-	-	-	2,500
Mrs. B. Wheeler	-	2,000	2,000	-
	<u>28,855</u>	<u>14,768</u>	<u>43,623</u>	<u>47,260</u>
	=====	=====	=====	=====
 5. INCOME FROM CHARITABLE ACTIVITIES			2020	2019
			£	£
Events and Activities			462	984
			=====	=====
 6. INVESTMENT INCOME			2020	2019
			£	£
Bank interest received			8	6
Dividends received			8	20
			<u>16</u>	<u>26</u>
			=====	=====

**CORBETS TEY SCHOOL
L PARENTS AND FRIENDS
ASSOCIATION**

**Notes to the Accounts
For the year ended 31st August 2020 (Contd.)**

7. EXPENDITURE ON CHARITABLE ACTIVITIES

	<u>General Fund</u>	<u>Restricted Funds</u>	2020	2019
	£	£	£	£
(a) <u>Activities</u>				
Minibus	-		-	17,000
Event Expenses	328		328	654
Music Therapy	-		-	2,260
Leavers Prom	128		128	1,041
Childrens Gifts	3,083		3,083	2,577
Classroom Equipment	255	4,770	5,025	472
New Soft Play	-		-	4,978
Entertainment & Activities	-		-	427
IT Equipment	586	7,785	8,371	4,358
Residential Trip	-	350	350	1,000
Horticultural Resources	-		-	335
Pupil Reunion	450		450	48
Pool Lighting Upgrade	-		-	15,000
M.Set Open Minds	3,250		3,250	6,500
Class Trips	-		-	109
	<u>8,080</u>	<u>12,905</u>	<u>20,985</u>	<u>56,759</u>
	=====	=====	=====	=====
	<u>General Fund</u>	<u>Restricted Funds</u>	2020	2019
(b) <u>Establishment Expenses</u>				
Insurance	110	-	110	105
Bank Charges	60	-	60	50
Lottery Licence	-	-	-	20
	<u>170</u>	<u>-</u>	<u>170</u>	<u>175</u>
	=====	=====	=====	=====
<u>TOTAL EXPENDITURE</u>	8,250	12,905	21,155	56,934
	=====	=====	=====	=====

**CORBETS TEY SCHOOL PARENTS AND FRIENDS
ASSOCIATION**

**Notes to the Accounts
For the year ended 31st August 2020 (Contd.)**

8. FUNDS

The movement of Restricted funds in the year was as follows:

	<u>Balance</u> <u>1 Sept.</u> <u>2019</u> £	<u>Incoming</u> <u>Funds</u> £	<u>Outgoing</u> <u>Funds</u> £	<u>Transfers</u> £	<u>Balance</u> <u>31st August</u> <u>2020</u> £
<u>Restricted Fund</u>					
Others	4,683	14,768	(12,905)	3,440	9,986
	<u>4,683</u> =====	<u>14,768</u> =====	<u>(12,905)</u> =====	<u>3,440</u> =====	<u>9,986</u> =====

9. TRUSTEES REMUNERATION AND RELATED PARTY TRANSACTIONS

No Trustee received any remuneration during the year and no Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

10. INVESTMENTS

The charity holds 121 shares in Banco Santander SA.

11. DEBTORS

	2020 £	2019 £
Other Debtors	- =====	- =====

12. CASH AT BANK AND IN HAND

	2020 £	2019 £
Cash at Bank	54,520 =====	31,574 =====

**CORBETS TEY SCHOOL PARENTS AND FRIENDS
ASSOCIATION**

**Notes to the Accounts
For the year ended 31st August 2020 (Contd.)**

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2020 £	2019 £
Creditors and accruals	-	-
	=====	=====