

**CHELMSFORD EDUCATIONAL FOUNDATION**

**TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED**

**31 DECEMBER 2023**

**SPENCER FELLOWS & CO**

Chartered Accountants  
169 New London Road  
Chelmsford CM2 0AE

# **CHELMSFORD EDUCATIONAL FOUNDATION**

## **TRUSTEES' REPORT**

### **YEAR ENDED 31<sup>ST</sup> December 2023**

The Chelmsford Educational Foundation (Charity Registration No 310815) was originally funded from the proceeds of the sale of the British School (latterly the Friars' School) and is governed by a Scheme established by the Charity Commissioners in 1968 as since amended, most recently in 1995 (the scheme). The Foundation's official address is 19 Rushleydale, Chelmsford, Essex, CM1 6JX. The Secretary of the Foundation is Mr R Emsden.

The Foundation's objects are detailed in the scheme and may be summarised as being to apply the net yearly income of the Foundation in the promotion of education within the geographical area prescribed by the scheme; including particularly to provide at any school benefit which is not provided from public monies; to promote by means of grants the education of persons resident in or who have been pupils at a school or sixth form college in the said area who in the Trustees' opinion are in need of financial assistance; and to make grants to charitable organisations in the said area, the objects of which include promotion of education of persons in need of financial assistance. The area of benefit is the former Chelmsford Municipal Borough and Chelmsford Rural District and the civil parishes of Ingatestone, Fryerning and Mountnessing.

The Trustees' capital is an endowment to be invested to produce future income, thereby allowing payments of grant to be maintained in real terms in future years. The accounts also identify accumulated income which is required to ensure an adequate cashflow to fund grant payments and general expenditure pending receipt of further income from the endowment.

CEF holds sufficient reserves to cover the budgeted payments throughout the forthcoming year. The grants budget for the year is made with reference to the reserves held and anticipated investment income. Investment income is received quarterly and as such reserves are reviewed to ensure there are always sufficient funds to cover payments. The reserves are reviewed annually.

The Trustees achieve the objects of the Foundation by meeting three times in the year, to review policies, including the recruitment and training of new trustees, and to consider applications for and to authorise grants in one or more of the said categories. During the year grants totalling £23,140 were awarded to 18 personal applicants.

Pursuant to the Statement of Recommended Practice: Accounting and Reporting by Charities, published in March 2005, the Foundation has elected to prepare only a receipts and payments account and a statement of assets and liabilities.

#### **Names of Trustees:**

Mrs Jackie Arnot

Mrs Gwen Hudson

Mrs Janet Chaplin

Mr Peter S Jackson

Mr Paul Church

Mr Peter Sawyer to 09/05/23

Mrs Pamela Fitch

Mrs Jean Wensley to 11/07/23

Mr Eric Hardy (Essex County Council) to 09/05/23

CLlr Sue Young (Chelmsford City Council) from 24/05/23

CLlr Julia Frasca (Chelmsford City Council)

Mr Graham Seeley

Mr Peter Vicary

Mrs Liz Ahmed

Mr John Burrow from 03/11/23

Signed **Peter Jackson** (Chairman)

Date: **15<sup>th</sup> April 2024**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHELMSFORD EDUCATIONAL FOUNDATION**

I report on the accounts of the charity (registered number 310815) for the year ended 31 December 2023 which are set out on pages 3 to 5.

### **Respective responsibilities of trustees and 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 Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

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 you as 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; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

R.J. Harman FCA  
For and on behalf of Spencer Fellows & Co  
Chartered Accountants  
169 New London Road  
Chelmsford  
Essex CM2 0AE

Date: **17 April 2024**

# **CHELMSFORD EDUCATIONAL FOUNDATION**

## **RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Note	2023 £	2022 £
<b><u>Receipts</u></b>			
Investment income	1	29,406	29,336
Interest received		1,963	419
Donations		-	160
<b>Total receipts</b>		<b>31,369</b>	<b>29,915</b>
<b><u>Payments</u></b>			
Grants	2	22,140	16,350
Secretary's fee		3,012	2,750
Accountancy fee		300	300
Secretary's expenses and stationery		39	58
Secretary office allowance		240	240
Use of premises		520	500
Insurance		195	-
Bank Charges		38	-
Data protection fee		35	35
Other Expenses		162	-
<b>Total payments</b>		<b>- 26,681</b>	<b>- 20,233</b>
<b><u>Net payments</u></b>		<b>4,688</b>	<b>9,682</b>
<b>Cash funds at 1st January</b>		<b>54,124</b>	<b>44,442</b>
<b>Cash funds at 31st December</b>		<b>58,812</b>	<b>54,124</b>

# **CHELMSFORD EDUCATIONAL FOUNDATION**

## **STATEMENT OF ASSETS AND LIABILITIES 31ST DECEMBER 2023**

	Note	2023 £	2022 £
<b><u>Cash Balances</u></b>			
Nat West plc Current account		500	500
Nat West plc Deposit account		4,455	1,997
CAF Bank Current account		1,323	-
CAF Bank Deposit account			
COIF Deposit account		52,534	51,627
Total Cash Balances		58,812	54,124
<b><u>Investment assets</u></b>			
Investments at market value	1	1,072,674	982,710
<b><u>Total assets</u></b>		<u>1,131,486</u>	<u>1,036,834</u>
<b><u>Funds</u></b>			
Endowment Fund		1,072,674	982,710
Accumulated income fund		58,812	54,124
<b><u>Total Funds</u></b>		<u>1,131,486</u>	<u>1,036,834</u>

Approved by the trustees on 15<sup>th</sup> April 2024 signed on their behalf by:

Trustee (Chairman) **Peter Jackson**

Trustee **Paul Church**

# CHELMSFORD EDUCATIONAL FOUNDATION

## Note 1. Investments and Income for the year ended 31 December 2023

Investment income	Holding at 1.1.23				Holding at 31.12.23				Income		Units
	Cost Total	Cost Unit	Market Total	Value Unit	Cost Total	Cost Unit	Market Total	Value Unit	2023	2022	
	£		£		£		£				
<b>COIF Charity Funds</b>											
Investment Fund	633844	1233	974085	1817	633844	1233	1063594	1985	29199	29086	53595.06
Short Duration Bond Fund*	10000	131	8625	116	10000	131	9080	122	208	250	7423.35
<b>Total</b>	<b>643844</b>		<b>982710</b>		<b>643844</b>		<b>1072674</b>		<b>29407</b>	<b>29336</b>	

\* formerly Fixed Interest Fund

## Note 2. Grants paid in the year ended 31 December 2023

A total of 18 grants were made totalling £23,140, an average of £1,286. Individual grants awarded were between £340 and £2,500. One cheque valued at £1,000 was not cashed at the year end.