

# FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL

England & Wales · Charity number 504033

## Details

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Other names	FRIENDS OF MANOR PARK SCHOOL, FOMPS, FRIENDS OF MANOR PARK SCHOOL, WORCESTER
Status	Registered
Legal form	Other
Registered	1975-04-08
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Fort Royal Primary School Wylds Lane Worcester WR5 1DR
Phone	01905355525
Email	<a href="mailto:friendsoffr@fortroyal.worcs.sch.uk">friendsoffr@fortroyal.worcs.sch.uk</a>

## Activities

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**Objects:** THE OBJECT OF THE ASSOCIATION IS TO ADVANCE THE EDUCATION OF THE PUPILS AT THE SCHOOL BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES FOR EDUCATION AT THE SCHOOL (NOT NORMALLY PROVIDED BY THE LOCAL EDUCATION AUTHORITY).

**Activities:** We support Fort Royal Community Primary School, a generic special school for children with a range of learning, physical, social and emotional needs aged 2-11.

## Classification

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- **How:** Makes Grants To Organisations
- **What:** Education/training
- **Who:** Children/young People, People With Disabilities

## Geography

- **Area of benefit:** NOT DEFINED - WORCESTER AND DISTRICT IN PRACTICE
- Worcestershire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£7,726	£4,895	-	-
2023-08-31	£11,344	£7,453	-	-
2022-08-31	£48,679	£63,308	-	-
2021-08-31	£90,265	£84,405	-	-
2020-08-31	£46,785	£89,847	-	-

## Trustees

Name	Role	Appointed
<b>KATHRYN LOUISE BISHOP</b>	Chair	2024-09-01
Amanda French		2025-08-19
Julie Elms		2025-08-19
Lee Rogers		2025-08-19

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

England & Wales - Charity number 504033

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# Accounts

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**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

**ACCOUNTS FOR THE YEAR ENDED  
31 AUGUST 2022**

**REGISTERED CHARITY 504033**

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022  
CONTENTS**

- 1. Trustees' Report**
- 2. Statement of Financial Activities**
- 3. Balance Sheet**
- 4. Detail of Income and Expenditure and Notes**
- 5. Independent Examiner's Report**

# FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

## TRUSTEES' REPORT

### 1. Objectives and Activities

The Friends of Fort Royal Community Primary School Charity was established to advance the education of pupils at the school by providing, and assisting in the provision of facilities for education not normally funded by the local authority.

During the year, the Charity has raised funds through fundraising events, sponsored events and donations and grants.

During the year funds were raised by the school to buy resources for the pupils, in particular to improve outdoor learning and sensory facilities.

The trustees have complied with the duty in Section 17 (5) of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

### 2. Achievements and Performance

Once again, this year has been a strange and difficult time for everyone, certainly for the first six months of the school year when Covid restrictions continued to have an impact. As before, everyone rose to the occasion and many organisations and individuals supported us wholeheartedly and the trustees would like to say a huge thank you to each and every one of them.

It has been heartening to welcome new parents to the Friends of Fort Royal meetings and I sincerely hope that by word of mouth and reassurance that, "no you won't have to do everything " more people will engage with us. We held Zoom meetings instead of face-to-face contact and virtual fund-raising events instead of our usual get togethers, all of which were made possible by the immense support from parents, friends, relatives and colleagues from our local community in helping provide the prizes. Another somewhat tricky virtual disco was held, dancing in our own homes with pretty lights trying to keep within the camera lens range so that all our friends could see us and we them, but a huge amount of fun!

Our grateful thanks to Sanctuary Housing, who provided the funding to purchase party packs for each of the 21 classes and nursery children, enabling them to enjoy the Christmas festivities once again in their bubbles while virtual Santa made an appearance courtesy of Collar & Tie, our partners in the Time to be Seen project funded by the National Lottery. This three-year project, delivered in collaboration with C&T's Paul Sutton and Max Dean, ended in March. The project gave the school staff and children the opportunity to work with ground breaking technology, introduced new ways of working and will continue to innovate and extend the children's learning experiences over the coming years. Our grateful thanks to the National Lottery board, all the staff at C&T, to our headteacher and senior leadership team along with all the staff at Fort Royal who embraced this project from the beginning. In June we were able to invite a number of local councillors, past and present mayors of Worcester and representatives of local companies and organisations who were involved in the project from the beginning to a showcase event. This was an opportunity to view what we had achieved over the past three years but also to thank them for their support and generosity and give them a delicious lunch prepared by our school chef, Nick .

During the year we have been able to provide a grant to the school totalling £19,000 . This to help purchase new equipment to supplement the sensory lending library and set up the two new sensory rooms which are being adapted. New musical instruments for every class were also bought and a significant amount of money was spent on our Wish List that staff requested for their classrooms to assist their children with their learning or specialised pieces of equipment for use by individual children. Our thanks to the Worcester Masonic Charity, Sixmasters Charity, Jacob

## FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

### TRUSTEES' REPORT

Ludlow's family, Platform Housing, Tom Leaman, Droitwich Lions, the Prime Foundation, Worcester Round Table and all our generous families for enabling us to make these much-needed grants.

Margaret Jones  
on behalf of the Trustees

#### 3. Financial Review

The bank balance as at 31<sup>st</sup> August 2022 was £2,752.91. The Time to be Seen project, funded by the National Lottery, is now complete and the grant fully spent. Restricted funds for specific projects have now been spent apart from £1,367 to provide sustainability for the sensory resource lending. During the year, a grant of £2,000 was made to the school to purchase sensory equipment for the lending library.

Unrestricted funds accumulated by general fundraising activities show an end of year balance of £1,385. A grant of £17,000 was made to the school to provide sensory equipment for two new rooms. Other expenditure was concentrated on the school's 'Wish List' and resources for the Christmas and Jubilee celebrations events.

Next year, the increasingly difficult economic situation is expected to impact much more significantly on income. The Trustees are extremely grateful for the continuing loyalty and generosity of parents, relations and friends of the school, but mindful that fundraising will be much tougher over the next few years.

#### 4. Structure, Governance and Management

The Charity's governing document is the constitution dated 1<sup>st</sup> September 2007. Under the terms of the constitution the Friends of Fort Royal Community Primary School is a Registered Charity (number 504033) and is associated with Fort Royal Community Primary School. There is no minimum or maximum number of trustees. The Charity's constitution sets out the make-up of the committee. (*The Charity is independent from the school and should not be regarded as an agent*).

The Charity is unincorporated.

Mrs Margaret Jones resigned as a Trustee on 2<sup>nd</sup> November 2021. Mr Richard Leese was appointed as a Trustee on 17<sup>th</sup> October 2021.

#### 5. Reference and Administrative Details

The Charity is named the Friends of Fort Royal Community Primary School. It is registered with the Charity Commission for England and Wales with registration number 504033.

Any correspondence should be addressed to:

The Trustees  
Friends of Fort Royal Community Primary School  
c/o Fort Royal School  
Wylds Lane  
Worcester WR5 1DR

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2022

TRUSTEES' REPORT

Trustees are:

Mr E Francis  
Mrs M Jones (until 2/11/21)  
Mrs E Byrne  
Mr R Leese (from 17/10/21)

The Charity's treasurer is Mrs H Simmons and Mrs M Jones is the named contact person.

All trustees and officials give their time voluntarily and claim no remuneration or other benefits.

Related party transactions:

The following committee members are related parties in the following respects:

- Mr E Francis is the Headteacher of Fort Royal Community Primary School.
- Mrs M Jones is the Grants Administrator at Fort Royal Community Primary School and receives monthly salary payment of £500 per month to manage the Time To Be Seen project funded by the Lottery Grant. This expenditure was budgeted as part of the funding application and was agreed by all parties.

None of the related parties otherwise receive any payment or expenses from the Charity.

Apart from cash at bank, the Charity holds no assets, and has no employees.

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the financial activities for that period.

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.

Signed on behalf of the trustees:



Date: 2-11-22.

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 AUGUST 2022

	Restricted Funds £	Unrestricted Funds £	TOTAL 2022 £	TOTAL 2021 £
Income from: (Note 2)				
Grants and donations	37,601	11,078	48,679	90,265
Total incoming resources	37,601	11,078	48,679	90,265
Expenditure on:				
Raising funds	-	164	164	406
Charitable activities	41,776	21,252	63,018	83,888
Administration	-	116	116	111
Total resources expended	41,776	21,532	63,308	84,405
Net income/(expenditure)	(4,175)	(10,454)	(14,629)	5,860
Fund opening balances	5,542	11,839	17,381	11,521
Funds carried forward	1,367	1,385	2,752	17,381

FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL

BALANCE SHEET AT 31 AUGUST 2022

	2022	2021
	£	£
<b>CURRENT ASSETS</b>		
Cash at bank	2,752	17,381
	<u>2,752</u>	<u>17,381</u>
<b>NET ASSETS</b>		
	<u>2,752</u>	<u>17,381</u>
<b>REPRESENTED BY:</b>		
Restricted funds	1,367	7,613
Accumulated funds - unrestricted	1,385	9,768
<b>TOTAL FUNDS</b>	<u>2,752</u>	<u>17,381</u>
<b><u>Bank Reconciliation</u></b>		
Opening bank balance	£17,381	
Total income	£48,679	
Total expenditure	£63,308	
Closing balance	<u>£2,752</u>	
Closing bank balance	<u>£2,752</u>	per bank statement 31 August 2022

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2022**

**1. ACCOUNTING POLICIES**

**Basis of preparation**

The Trustee Board has decided to prepare these accounts on a cash basis (receipts and expenditure through the bank account). This choice has been available under Charity Commission regulations regarding drafting of accounts for Charities. Accruals did not arise during the year..

**2. INCOMING RESOURCES**

	Restricted Funds £	Unrestricted Funds £	Total 2022 £	Total 2021 £
Fundraising events	-	959	959	2,541
Donations	3,311	8,584	11,895	17,978
Lottery Community Fund	34,290	-	34,290	68,580
Other grants and donations	-	1,535	1,535	1,166
<b>Total incoming resources</b>	<b>37,601</b>	<b>11,078</b>	<b>48,679</b>	<b>90,265</b>

**3. RESOURCES EXPENDED**

Purchase of resources	8,245	21,252	29,497	9,148
Lottery project	33,531	-	33,531	66,124
Insurance	-	116	116	111
Accountancy fee	-	-	-	-
Fundraising events	-	164	164	406
<b>Total resources expended</b>	<b>41,776</b>	<b>21,532</b>	<b>63,308</b>	<b>84,405</b>

**Notes to the accounts:**

The Big Lottery Fund grant total is £205,740, paid in six-monthly instalments over three years. During the financial year 2021-22, the final instalment of £34,290 was received.

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Charity for the year ended 31 August 2022 which are set out in pages 1 to 8.

### 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 the Charities SORP (FRS102);
- 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 the 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 Act 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.

Name: Jean Colley  
Address: Autumn Cottage  
Sandlin  
Leigh Sinton  
Worcs  
WR13 5DN

Relevant professional qualification or body (if any):

Date: 21-9-2022

Signature



**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

England & Wales - Charity number 504033

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# Accounts

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**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

**ACCOUNTS FOR THE YEAR ENDED  
31 AUGUST 2021**

**REGISTERED CHARITY 504033**

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021  
CONTENTS**

- 1. Trustees' Report**
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- 4. Detail of Income and Expenditure and Notes**
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**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021**

**TRUSTEES' REPORT**

**1. Objectives and Activities**

The Friends of Fort Royal Community Primary School Charity was established to advance the education of pupils at the school by providing, and assisting in the provision of facilities for education not normally funded by the local authority.

During the year, the Charity has raised funds through fundraising events, sponsored events and donations and grants.

During the year funds were raised by the school to buy resources for the pupils, in particular to improve outdoor learning and sensory facilities.

The trustees have complied with the duty in Section 17 (5) of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

**2. Achievements and Performance**

Like many organisations and small charities, we have had to adapt to change with Covid restrictions uppermost in our minds once again. We needed to develop new ways of working to make sure the children and parents at Fort Royal School still got the best support that we, the Friends, were able to offer them. Zoom meetings instead of face to face contact, virtual events instead of the trusty raffle, and webinar meetings with colleagues from across the world became our new norm.

Money was always going to be tight, but with determination and many hours spent sending off application forms in the hope of support the money came in to us. The Trustees are extremely grateful to our charitable grant donors, the Foyle Foundation, the Volant Charitable Trust, the Edward Cadbury Charitable Trust, the William A Cadbury Charitable Trust, the Roger and Douglas Turner Charitable Trust, Cllr Paul Denham of Worcestershire County Council (for his Rainbow Hill Divisional Fund support), the Eveson Trust, Sanctuary Housing, Worcester and District Nursing Association Cup, and the countless smaller donations which have all helped us to achieve so much this year.

The resource lending library which we started last year, giving parents the opportunities to borrow specialised toys and equipment, partly to help support the children during the first lockdown and homeschooling restrictions, has now, thanks to new funding, over 100 items of equipment. A new rainbow den on the field, a pagoda to offer more outdoor learning opportunities for the children in the orchard area, and completing the sensory log cabin which provides another area for our children whose specialised needs must be met, have been terrific additions. With the children having to stay in their bubbles, space around and in the school has been at a premium and these have been invaluable resources which the extra funding has allowed to complete. The 'wish list' has provided over £9,000 worth of added value for the classes, enabling them to purchase board games, books and play equipment.

Fundraising amongst the school community has been amazing and well supported with a Virtual Balloon race, Duck race and a disco taking place during the year. These have all helped bring us together in what has been a very difficult time, and enabled us to have some fun and laughs getting out our glitter balls for the 'at home virtual disco'.

The National Lottery funded project, Time to be Seen, has also moved with the times and responded brilliantly to the needs of the children and teaching staff. Huge thanks are due to Paul Sutton and Max Dean of Collar & Tie, with whom the school has worked closely over the last three years to deliver this project. New online stories have been developed, and a 'visit' by virtual Santa was much enjoyed and appreciated by everyone. In the hydrotherapy pool, a new motion detection

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021**

**TRUSTEES' REPORT**

system has been installed where children can access exciting adventures or relax and have calming sensory experiences. We have also participated in a webinar series hosted by Dr Michael Anderson, Head of Drama at Sydney University, Australia, looking at the way Arts organisations work with and collaborate with schools.

And last but by no means least, grateful thanks are due to our amazing Headteacher, Ed Francis, who raised over £1000 by running a half marathon on what was probably the hottest day of the year!

Margaret Jones  
on behalf of the Trustees

**3. Financial Review**

The bank balance as at 31<sup>st</sup> August 2021 was £17,381, of the Lottery Project balance is £1655. Other restricted funds for specific projects have now been spent apart from £223 for visiting musicians, a project which was not possible to complete during this financial year due to Covid-19 restriction, £3367 to provide sustainability for the sensory resource lending library and £297 to complete the outdoor learning project early in the next academic year. During the year, grants were made to the school to continue to develop both these projects.

Unrestricted funds accumulated by general fundraising activities show an end of year balance of £11,839. Expenditure on the school's 'Wish List' totalled £9,148. The Trustees' future plans will be to utilise the unrestricted reserves in addition to any income to purchase much-needed resources for the school, since there is currently no gain to be made from saving cash at the bank.

Last year there were real expectations of a decline in available grant funding and donations due to the difficult current economic situation. Thanks to a great deal of effort put into a considerably higher number of grant applications than normally, and also to the continuing loyalty and generosity of parents, relations and friends of the school, there was a healthy flow of income (£21,685 excluding the Lottery Grant) this year.

**4. Structure, Governance and Management**

The Charity's governing document is the constitution dated 1<sup>st</sup> September 2007. Under the terms of the constitution the Friends of Fort Royal Community Primary School is a Registered Charity (number 504033) and is associated with Fort Royal Community Primary School. There is no minimum or maximum number of trustees. The Charity's constitution sets out the make-up of the committee. *(The Charity is independent from the school and should not be regarded as an agent).*

The Charity is unincorporated.

**5. Reference and Administrative Details**

The Charity is named the Friends of Fort Royal Community Primary School. It is registered with the Charity Commission for England and Wales with registration number 504033.

Any correspondence should be addressed to:

The Trustees  
Friends of Fort Royal Community Primary School  
c/o Fort Royal School  
Wylds Lane  
Worcester WR5 1DR

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2021**

**TRUSTEES' REPORT**

Trustees are:

Mr E Francis  
Mrs M Jones  
Mrs E Byrne

The Charity's treasurer is Mrs H Simmons and Mrs M Jones is the named contact person.

All trustees and officials give their time voluntarily and claim no remuneration or other benefits.

Related party transactions:

The following committee members are related parties in the following respects:

- Mr E Francis is the Headteacher of Fort Royal Community Primary School.
- Mrs M Jones is the Grants Administrator at Fort Royal Community Primary School and receives monthly salary payment of £500 per month to manage the Time To Be Seen project funded by the Lottery Grant. This expenditure was budgeted as part of the funding application and was agreed by all parties.

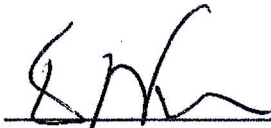
None of the related parties otherwise receive any payment or expenses from the Charity.

Apart from cash at bank, the Charity holds no assets, and has no employees.

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the financial activities for that period.

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.

Signed on behalf of the trustees:

  
\_\_\_\_\_

Date: 23/11/21

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 AUGUST 2021**

	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>TOTAL 2021</b>	<b>TOTAL 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income from: (Note 2)				
Grants and donations	82,630	7,635	90,265	46,785
<b>Total incoming resources</b>	<b>82,630</b>	<b>7,635</b>	<b>90,265</b>	<b>46,785</b>
Expenditure on:				
Raising funds	-	406	406	35
Charitable activities	74,740	9,148	83,888	89,702
Administration	-	111	111	110
<b>Total resources expended</b>	<b>74,740</b>	<b>9,665</b>	<b>84,405</b>	<b>89,847</b>
<b>Net income/(expenditure)</b>	<b>7,890</b>	<b>(2030)</b>	<b>5,860</b>	<b>(42,972)</b>
<b>Fund opening balances</b>	<b>(277)</b>	<b>11,798</b>	<b>11,521</b>	<b>54,583</b>
<b>Funds carried forward</b>	<b>7,613</b>	<b>9,768</b>	<b>17,381</b>	<b>11,521</b>

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

**BALANCE SHEET AT 31 AUGUST 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>CURRENT ASSETS</b>		
Cash at bank	17,381	11,521
	<u>17,381</u>	<u>11,521</u>
<b>NET ASSETS</b>	<u>17,381</u>	<u>11,521</u>
<b>REPRESENTED BY:</b>		
Restricted funds	7,613	(277)
Accumulated funds - unrestricted	9,768	11,798
<b>TOTAL FUNDS</b>	<u>17,381</u>	<u>11,521</u>

Bank Reconciliation

Opening bank balance	£11,521	
Total income	£90,265	
Total expenditure	£84,405	
Closing balance	<u>£17,381</u>	
Closing bank balance	<u>£17,381</u>	per bank statement 31 August 2021

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2021**

**1. ACCOUNTING POLICIES**

**Basis of preparation**

The Trustee Board has decided to prepare these accounts on a cash basis (receipts and expenditure through the bank account). This choice has been available under Charity Commission regulations regarding drafting of accounts for Charities. Accruals did not arise during the year apart from one exception: funds of £34,290 are expected from the Big Lottery Fund in the next financial year.

**2. INCOMING RESOURCES**

	Restricted Funds £	Unrestricted Funds £	Total 2020 £	Total 2020 £
Fundraising events	-	2,541	2,541	-
Donations	14,050	3,928	17,978	10,344
Lottery Community Fund	68,580	-	68,580	34,290
Other grants and donations	-	1,166	1,166	2,151
<b>Total incoming resources</b>	<b>82,630</b>	<b>7,635</b>	<b>90,265</b>	<b>46,785</b>

**3. RESOURCES EXPENDED**

Purchase of resources	8,616	9,148	9,148	18,409
Lottery project	66,124	-	66,124	71,293
Insurance	-	111	111	110
Accountancy fee	-	-	-	-
Fundraising events	-	406	406	35
<b>Total resources expended</b>	<b>74,740</b>	<b>9,665</b>	<b>84,405</b>	<b>89,847</b>

**Notes to the accounts:**

The Big Lottery Fund grant total is £205,740, paid in six-monthly instalments over three years. During the financial year 2020-21, two instalments of £34,290 were received. The final instalment is due during 2021-22.

**INDEPENDENT EXAMINER’S REPORT TO THE TRUSTEES**

I report on the accounts of the Charity for the year ended 31 August 2021 which are set out in pages 1 to 8.

**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 the Charities SORP (FRS102);
- 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 the 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.

Name: Jean Colley  
Address: Autumn Cottage  
Sandlin  
Leigh Sinton  
Worcs  
WR13 5DN

Relevant professional qualification or body (if any):

Date: 19-10-2021

Signature 

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

England & Wales - Charity number 504033

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# Accounts

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**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

**ACCOUNTS FOR THE YEAR ENDED  
31 AUGUST 2020**

**REGISTERED CHARITY 504033**

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020  
CONTENTS**

- 1. Trustees' Report**
- 2. Statement of Financial Activities**
- 3. Balance Sheet**
- 4. Detail of Income and Expenditure and Notes**
- 5. Independent Examiner's Report**

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

**TRUSTEES' REPORT**

**1. Objectives and Activities**

The Friends of Fort Royal Community Primary School Charity was established to advance the education of pupils at the school by providing, and assisting in the provision of facilities for education not normally funded by the local authority.

During the year, the Charity has raised funds through collections, raffles, sponsored events and donations and grants.

During the year, funds were raised by the school to buy resources for the pupils, in particular to improve outdoor learning and sensory facilities.

The trustees have complied with the duty in Section 17 (5) of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

**2. Achievements and Performance**

This year has been a strange and difficult time for everyone. This Charity, like so many, has had to adapt and change. Many organisations and individuals have supported us wholeheartedly and the Trustees would like to say a huge 'Thank you' to them all.

The Asda Santa fundraising event over two weekends in December raised £1750, thanks to the incredible efforts of the Independent Fundraisers of Worcester and volunteers from the Friends of Fort Royal School. With great sadness, we do have to report the closure of the Independent Fundraisers of Worcester Charity, a casualty of the Covid-19 pandemic, due to the constraints now put on many fundraising activities. The Trustees are indebted to them all for their commitment to us and all the help that we have received from them over the past five years. The many thousands of pounds they have raised for the benefit of children at Fort Royal have had an enormous impact on their learning and wellbeing.

A positive to come out of these last difficult months is that the Charity has facilitated the development of many new ways of working with the children at Fort Royal. The Time To Be Seen project funded by the National Lottery Community Fund and being delivered in collaboration with C & T, a Worcester-based company which specialises in creative learning, has made a huge impact on the life of the school, parents, children and staff, particularly during the lockdown. Virtual tours, online learning, storytelling and graphics, using Augmented Reality, Virtual Reality headsets and GPS activities around the school have all come into play during the year. We even held a Zoom conference to update external professionals on the project and welcomed attendees from around the world to hear about the new opportunities being created for the year's topics: 'Splish, Splash, Splosh', 'Our World' and 'James and the Giant Peach'. We are pleased to report that the project will continue to innovate and extend the children's learning experiences in the coming year.

We have been able to spend a significant amount this year on our 'Wish List', individual items and resources that the staff requested for their classroom to assist their children with their learning, or specialised pieces of equipment for use by individual children and which cannot be provided within the school's budget. We have also been able to support the school with a grant to convert the log cabin into a new sensory learning space, and another grant to set up a new sensory learning library, an idea which came about when the children were being home schooled during the lockdown and staff were lending out resources to support families.

Opportunities for fundraising in the coming year will be extremely challenging but as ever, we will look to do the best we can and offer as much support to the school as we possibly can to improve the education and lives of all the children at Fort Royal, whatever their needs and challenges.

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

**TRUSTEES' REPORT**

**3. Financial Review**

The bank balance as at 31<sup>st</sup> August 2020 was £11,521, of which a deficit of £801 was incurred for the Time To Be Seen project pending receipt of the next instalment of £34,290. Other restricted funds for specific projects have now been spent apart from £300 for a snuggle pod and £223 for visiting musicians, a project which was not possible to complete during this financial year due to Covid-19 restrictions. At the end of the financial year two large grants were made to the school: £8,000 to convert the log cabin in the grounds to a new sensory area and £5,000 to create a resource lending library for parents.

Unrestricted funds accumulated by general fundraising activities show an end of year balance of £11,799, in spite of some expenditure (£6,812) on the 'Wish List'.

Next year, a decline in available grant funding and donations is expected, due to the difficult economic situation in which our next financial year 2020-21 started and this will be a significant factor throughout 2020-21 at the very least. Therefore, the Trustees' future plans will be to utilise these unrestricted reserves in addition to any income, to purchase much-needed resources for the school since there is no gain to be made from saving cash at the bank.

**4. Structure, Governance and Management**

The Charity's governing document is the constitution dated 1<sup>st</sup> September 2007. Under the terms of the constitution the Friends of Fort Royal Community Primary School is a Registered Charity (number 504033) and is associated with Fort Royal Community Primary School. There is no minimum or maximum number of trustees. The Charity's constitution sets out the make-up of the committee. *(The Charity is independent from the school and should not be regarded as an agent).*

The Charity is unincorporated.

**5. Reference and Administrative Details**

The Charity is named the Friends of Fort Royal Community Primary School. It is registered with the Charity Commission for England and Wales with registration number 504033.

Any correspondence should be addressed to:

The Trustees  
Friends of Fort Royal Community Primary School  
c/o Fort Royal School  
Wylde Lane  
Worcester  
WR5 1DR

Trustees are:

Mr E Francis  
Mrs M Jones  
Mrs E Byrne

The Charity's treasurer is Mrs H Simmons and Mrs M Jones is the named contact person.

All trustees and officials give their time voluntarily and claim no remuneration or other benefits.

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2020**

**TRUSTEES' REPORT**

Related party transactions:

The following committee members are related parties in the following respects:

- Mr E Francis is the Headteacher of Fort Royal Community Primary School.
- Mrs M Jones is the Grants Administrator at Fort Royal Community Primary School and receives monthly salary payment of £500 per month to manage the Time To Be Seen project funded by the Lottery Grant. This expenditure was budgeted as part of the funding application and was agreed by all parties.

None of the related parties otherwise receive any payment or expenses from the Charity.

Apart from cash at bank, the Charity holds no assets, and has no employees.

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the financial activities for that period.

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.

Signed on behalf of the trustees:



Date: 16/11/20

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 AUGUST 2020**

	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>TOTAL 2020</b>	<b>TOTAL 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income from:				
Grants and donations	35,715	11,070	46,785	93,684
<b>Total incoming resources</b>	<b>35,715</b>	<b>11,070</b>	<b>46,785</b>	<b>93,684</b>
Expenditure on:				
Raising funds	-	35	35	2,294
Charitable activities	82,890	6,812	89,702	55,304
Administration	-	110	110	255
<b>Total resources expended</b>	<b>82,890</b>	<b>6,957</b>	<b>89,847</b>	<b>57,853</b>
<b>Net income/(expenditure)</b>	<b>(47,175)</b>	<b>4,113</b>	<b>(42,972)</b>	<b>35,831</b>
<b>Fund opening balances</b>	<b>46,898</b>	<b>7,685</b>	<b>54,583</b>	<b>18,752</b>
<b>Funds carried forward</b>	<b>(277)</b>	<b>11,798</b>	<b>11,521</b>	<b>54,583</b>

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL**

**BALANCE SHEET AT 31 AUGUST 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>CURRENT ASSETS</b>		
Cash at bank	11,521	54,583
	<u>11,521</u>	<u>54,583</u>
<b>NET ASSETS</b>	<u>11,521</u>	<u>54,583</u>
<b>REPRESENTED BY:</b>		
Restricted funds	(277)	46,898
Accumulated funds - restricted	11,798	7,685
<b>TOTAL FUNDS</b>	<u>11,521</u>	<u>54,583</u>

Bank Reconciliation

Opening bank balance	£54,583	
Total income	£46,785	
Total expenditure	£89,847	
Closing balance	<u>£11,521</u>	
Closing bank balance	<u>£11,521</u>	per bank statement 31 August 2020

**FRIENDS OF FORT ROYAL COMMUNITY PRIMARY SCHOOL  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2020**

**1. ACCOUNTING POLICIES**

**Basis of preparation**

The Trustee Board has decided to prepare these accounts on a cash basis (receipts and expenditure through the bank account). This choice has been available under Charity Commission regulations regarding drafting of accounts for Charities. Accruals did not arise during the year apart from one exception: funds of £102,870 are expected from the Big Lottery Fund over the next two financial years.

**2. INCOMING RESOURCES**

	Restricted Funds £	Unrestricted Funds £	Total 2020 £	Total 2019 £
Fundraising events	-	-	-	6,030
Donations	1,425	8,919	10,344	16,895
Lottery Community Fund	34,290	-	34,290	65,580
Other grants and donations	-	2,151	2,151	2,179
<b>Total incoming resources</b>	<b>35,715</b>	<b>11,070</b>	<b>46,785</b>	<b>93,684</b>

**3. RESOURCES EXPENDED**

Purchase of resources	11,597	6,812	18,409	22,918
Lottery project	71,293	-	71,293	32,386
Insurance	-	110	110	105
Accountancy fee	-	-	-	150
Fundraising events	-	35	35	2,294
<b>Total resources expended</b>	<b>82,890</b>	<b>6,957</b>	<b>89,847</b>	<b>57,853</b>

**Notes to the accounts:**

The Big Lottery Fund grant total is £205,740. This will be paid over 3 years via instalments twice per year. During the financial year 2019-20, one payment of £34,290 was received, a further instalment having been received at the very end of the previous financial year.

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Charity for the year ended 31 August 2020 which are set out in pages 1 to 8.

### 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 the Charities SORP (FRS102);
- 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 the 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 Act

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.

Name: Jean Colley  
Address: Autumn Cottage  
Sandlin  
Leigh Sinton  
Worcs  
WR13 5DN

Relevant professional qualification or body (if any):

Date: 25/10/2020

Signature 