

Robert Windle's Foundation

Charity Number 529471

Receipts and Payments Account for the year ended

31 March 2021

Windle & Bowker Limited

Chartered Accountants

Robert Windle's Foundation

Receipts & Payments Account

Year ended 31 March 2021

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Robert Windle's Foundation

Trustees' Annual Report

Year ended 31 March 2021

Reference and administrative details

Registered charity name Robert Windle's Foundation

Charity registration number 529471

Principal office The Old Grammar School
School Lane
Earby
Lancashire
BB18 6QF

The trustees

Margaret Brown (Secretary)
Margaret Greenwood
Morris Horsefield
Anthony Tomlinson
Rachael Taylor (Treasurer)
Jane Riley
Audrey Carter
Simone Hampson
Lidia Zadziorska
Stella Bingham

Independent examiner Steven Briggs FCA
Windle and Bowker Limited
Croft House
Station Road
Barnoldswick
Lancashire
BB18 5NA

Robert Windle's Foundation
Trustees' Annual Report (continued)
Year ended 31 March 2021

Structure, governance and management

New trustees given advice on reading Charity Commission website regarding their role and responsibilities, before they agree to become a trustee.

We have policies on Risk assessment, health and safety and lone working.

We have an insurance policy which protects the trustees from personnel claims.

We hold monthly minuted meetings for trustees, to keep everyone up to date. Any interested parties/volunteers are welcome to attend our meetings. The minutes are available for anyone to read on request, they are displayed on the noticeboard for 1 month then stored.

Objectives and activities

To support education of the young people who are residents of the ancient parish of Thornton in Craven.

To keep the Old Grammar School Building in good sound order and available for the people of the Parish to use – subject to acceptance by the trustees.

By giving grants to schools, youth groups and individuals. Information on how to apply is available via the web site or by contacting the trustees directly.

To maintain the building by having a schedule of work to be undertaken each year to ensure that all is in good order and fit for purpose.

All new and existing Trustees are informed of their role and to read the information on the Charity Commission web site and to follow the guidelines of the Constitution.

Grants are requested via the website. Once received they are discussed at the monthly trustees meeting. The requests have to meet the guidelines set out in the constitution and on the web site. If all are happy to give the grant this accepted, and the monies sent via BACs transfer by the treasurer. On receipt of the grant, we ask that the recipients send either a letter of drawing or photographs of the activity that the grant has supported.

We use local tradesmen to carry out any work to the building or grounds We also have 2 volunteers who look after the grounds for us, and a group of people who will help at our events.

Achievements and performance

Throughout the year a programme of maintenance and upgrading of the building has been carried out to modernise the premises and improve access.

From March 2020 when COVID 19 restrictions were imposed we have been unable to open the Old Grammar School to the public. We hope to reopen in September 2021 Covid and government guidelines permitting. Due to reduction in funds in the early part of 2020 we decided to stop the giving out of grants temporally. We restarted these in June 2021. Our plan is to give out 3 X £150.00 grants each month on a first come first served basis.

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Trustees' Annual Report (continued)

Year ended 31 March 2021

We were fortunate in being awarded a grant of £10,000 from the PBC/Government to cover our loss of income this has kept us financially afloat, until we could resume the sales of donated items in July 2020, these are now providing a steady stream of income which is we are using to keep the building in good order. We hope to give out £450 each month in grants. Any surplus will be either for extra grants or to help build up our contingency fund.

We had successfully applied for a grant from the Co-op for widening the gateway and improving the carpark area. This will make it easier for people who use wheelchairs or prams. This grant will be given out in October 2020. This work was completed in June 2021. The kitchen renovation was also completed in 2021.

Our largest expense this year was the lift repairs as a major service and replacement parts were needed, this work cost £2300 in Aug 2020 and £1500 in June 2021. We are reassured by Multicare that these two items will not need replacing for many years and that we should have only the normal yearly maintenance charges.

Unfortunately, we have been made aware that the roof repairs carried out in 2000 were not done to the correct standard and now the roof is at risk of deteriorating estimates for this work range from £20,000 to £30,000, a local builder is doing remedial ongoing maintenance but tells us that the roof will last no longer than 10 years. Our plan is to over the 10 years build up a fund and to look into a grant from the lottery fund or other agencies to fund the work.

We have recruited 2 more trustees to help with the selling of donated items and in the general running of the charity.

Financial Review

We are working towards having £5000 held in the Yorkshire bank account to cover the cost of any emergency repairs or to cover the utility bills etc if the tenants leave.

Once we have completed the updates to the building then long term plans will be made regarding investments.

We receive monies from rent of the downstairs room for hire and for the rental of the upstairs room as a workshop. This covers the cost of all the bills and small repairs. The downstairs rent and events has been curtailed this last 18 months due to COVID

We raise money for grants through selling donated household items and handycraft items. This has been our main fund raiser this year

We hold several fund raising events throughout the year to raise funds.

We have applied successfully for grants from the Co-op and Pendle Borough Council.

Other optional information

While Covid has prevented us being able to hire out the downstairs space or to hold our usual events e.g. Coffee mornings, weekly craft group and other fund raising events, we have managed to fill the gaps by selling items on line, via face book and ebay. We may continue with this form of fund raising if we have enough donations and volunteers to help, or we may

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open the downstairs room as a coffee/tea and cakes type café and have goods on display for people to browse and hopefully buy. It all depends on how and when we can open.

The trustees' annual report was approved on 15 September 2021 and signed on behalf of the board of trustees by:

Margaret Brown
Secretary



Rachael Taylor
Treasurer



Robert Windle's Foundation

Independent Examiner's Report

Year ended 31 March 2021

I report to the trustees on my examination of the accounts of the above charity (the Trust) for the year ended 31 March 2021 which are set out on pages 6 to 8.

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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records; or

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.



Steven Briggs FCA
Independent Examiner

Windle and Bowker Limited
Croft House
Station Road
Barnoldswick
Lancashire
BB18 5NA

Date 15 September 2021

Robert Windle's Foundation

Receipts and Payments Account

Year ended 31 March 2021

Receipts

	2021			2020
	£		£	£
	Unrestricted	Restricted	Total	Total
Voluntary sources				
Donations	-	-	-	250
Borough of Pendle	10,000	900	10,900	-
DPD	2,000	-	2,000	-
Co-op Grant	6,435	-	6,435	69
	<u>18,435</u>	<u>900</u>	<u>19,335</u>	<u>319</u>
Fundraising Activities				
Fundraising sales	13,040	-	13,040	4,316
Rental income	3,240	-	3,240	4,631
Paypal	12	-	12	-
Coffee Morning	-	-	-	365
Christmas Fair	-	-	-	400
Open Day	-	-	-	263
Raffles	480	-	480	185
	<u>16,772</u>	<u>-</u>	<u>16,772</u>	<u>10,160</u>
Other Receipts				
npower refund	135	-	135	-
Total Receipts	<u>35,342</u>	<u>900</u>	<u>36,242</u>	<u>10,479</u>

There were no restricted funds for previous year.

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Year ended 31 March 2021

Payments

	2021			2020
	£		£	£
	Unrestricted	Restricted	Total	Total
Charitable Activities				
Grants	-	-	-	1,185
Fundraising Costs				
Ebay/Paypal fees	156	-	156	9
Storage	874	-	874	873
Fundraising costs	-	-	-	20
Lift Service & repair	2,495	-	2,495	200
Sales refunded	20	-	20	-
Lottery licence	20	-	20	20
	3,565	-	3,565	1,122
Other Expenditure				
Water	253	-	253	284
Light & heat	2,584	-	2,584	3,084
Insurance	1,607	-	1,607	1,972
Loss Assessor	570	-	570	-
Telephone	820	-	820	772
Cleaner	547	-	547	1,091
Garden	341	-	341	285
Waste bins	66	-	66	60
Website	147	-	147	147
Kitchen	938	900	1,838	-
Repairs	1,961	-	1,961	10,665
Postage and stationery	-	-	-	12
Refreshments	-	-	-	55
Cube hire	-	-	-	85
Architect	900	-	900	234
Accounts	240	-	240	240
Sundries	10	-	10	25
Mice control	96	-	96	-
Donation	50	-	50	-
	11,130	900	12,030	19,011
Total Payments	14,695	900	15,595	21,318

There were no restricted funds for previous year.

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	2021			2020
			£	£
	Unrestricted	Restricted	Total	Total
Total Receipts	35,342	900	36,242	10,479
Total Payments	14,695	900	15,595	21,318
Net surplus/(deficit) for year	20,647	-	20,647	- 10,839
Cash Funds at 31 March 2020	923		923	11,762
Cash Funds At 31 March 2021	<u>21,570</u>	<u>-</u>	<u>21,570</u>	<u>923</u>

Cash Funds At 31 March 2021

Santander Bank	19,043	442
Yorkshire Bank	2,527	481
Total Cash Funds	<u>21,570</u>	<u>923</u>

Assets retained for the charity's own use

The building and land at The Old Grammar School, School Lane, Earby, Including fixtures and fittings.

Signed on behalf of the Trustees

Mrs M Brown Secretary



Ms R Taylor Treasurer



Date 15 September 2021

There were no restricted funds for previous year.