

Charity registration number 801251

HITCHIN BOYS' SCHOOL CHARITABLE TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs D Ivory-Webb (Treasurer) Mr M Cranfield (Chair and Hitchin Boys' School former Students' Association) Mr C Job (Blueharts Hockey Club) Mr C Maylin (Hitchin Boys' School former Students' Association)
Charity number	801251
Principal address	Grammar School Walk Hitchin Herts SG5 1JB
Independent examiner	UHY Hacker Young Suite 501 The Nexus Building Broadway Letchworth Garden City Herts SG6 9BL
Bankers	National Westminster Bank PLC 12 High Street Hitchin Herts SG5 1BW Virgin Bank 7 Gold Street Northampton NN11 1EN

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

CONTENTS

	Page
Trustees' report	1 - 2
Independent examiner's report	3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	6 - 10

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2023

The trustees present their report and accounts for the year ended 30 June 2023.

The Hitchin Boys' School Charitable Trust (HBSCT) was formally created on 1 February 1989, following the formation of a steering committee on 7 September 1988. The HBSCT is registered with the Charity Commission, number 801251.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the trust's governing document, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Trust's objective is to assist in the provision of facilities which will enable and encourage the pupils of Hitchin Boys' School to play games and sports. Also to assist in ensuring that due attention is paid to physical education and the development of their minds.

The Trust's initial project was to provide Hitchin Boys' School with an all-weather playing surface and the project was successfully completed in 1991.

The playing surface has an expected life service of 10 years, and during 2014, it had passed its 10 year anniversary. Having obtained external professional advice it was agreed that the playing surface was due for replacement. The refurbishment included the pitch surface, new fencing and dugout. The work was completed in March 2014 at a total cost of £231,392. The Trust's donation towards the cost was £200,000.

The current playing surface is again estimated to have a life service of 10 years and so the trust will continue to restrict the general funds by £20,000 per annum for 10 years until 2024 in order to be in a position to make a substantial donation to Hitchin Boys' School at the time of replacement.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake and considers itself to be a public benefit entity.

Achievements and performance

Financial review

The finances of the Trust remain on a sound footing and cash reserves, together with projected income, exceed future known commitments.

Provision for the cost of the next surface replacement is currently being made at a rate of £20,000 per annum. This fund is treated as a designated fund, the remaining funds are unrestricted. The reserve policy of the charity is therefore to ensure that the designated fund sufficiently covers the cost of the pitch refurbishment after a 10 year period, being the expected life span.

There are two main sources of income for the charity being rental of the school's astro turf sports facility and donations/grants. The resource expenditure is defined as either Direct Charitable activities or Governance costs. The allocation of Income and Expenditure is on a gross basis since the charity is not currently registered for VAT and therefore VAT is irrecoverable.

The charity incurred a deficit of £118,253 (2022 surplus: £21,299) for the year. £20,000 was allocated to the designated fund to deal with astro turf maintained and the remaining amount was taken out of the unrestricted reserves. At 30 June 2023 the balance in the designated fund stood at £245,000 and £130,566 in the unrestricted reserve.

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

Reserves policy

It is the policy of the trust that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months' expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the trust's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Risk assessment

The trustees have assessed the major risks to which the trust is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The Trust does not feel that the Trust is exposed to any significant risk.

Structure, governance and management

The trust is an unincorporated charity, the Trustees that served during the period were:

Mrs D Ivory-Webb (Treasurer)

Mr M Cranfield (Chair and Hitchin Boys' School
former Students' Association)

Mr C Job (Blueharts Hockey Club)

Mr C Maylin (Hitchin Boys' School former Students'
Association)

New trustees are appointed by the existing trustees, subject to a minimum of three and maximum of five trustees serving at any one time.

The trustees' report was approved by the Board of Trustees.

Mrs D Ivory-Webb (Treasurer)

Trustee

29 November 2023

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF HITCHIN BOYS' SCHOOL CHARITABLE TRUST

I report on the financial statements of the trust for the year ended 30 June 2023, which are set out on pages 4 to 10.

Respective responsibilities of trustees and examiner

The trust's trustees are responsible for the preparation of the financial statements. 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:

- (i) examine the financial statements under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to 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 Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

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

UHY Hacker Young

Suite 501
The Nexus Building
Broadway
Letchworth Garden City
Herts
SG6 9BL

Dated: 29 November 2023

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

		Unrestricted funds	Unrestricted funds designated	Total 2023	Total 2022
	Notes	£	£	£	£
Income from:					
Charitable activities	3	50,045	-	50,045	76,912
Investments	4	2,072	-	2,072	497
Total income		52,117	-	52,117	77,409
Expenditure on:					
Charitable activities	5	149,981	-	149,981	56,180
Other	9	389	-	389	196
Total resources expended		150,370	-	150,370	56,376
Net (outgoing)/incoming resources before transfers		(98,253)	-	(98,253)	21,033
Gross transfers between funds		(20,000)	20,000	-	-
Net (expenditure)/income for the year/ Net movement in funds		(118,253)	20,000	(98,253)	21,033
Fund balances at 1 July 2022		248,819	225,000	473,819	452,786
Fund balances at 30 June 2023		130,566	245,000	375,566	473,819

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

BALANCE SHEET

AS AT 30 JUNE 2023

	Notes	2023 £	£	£	2022 £
Current assets					
Debtors	11	6,445		6,569	
Cash at bank and in hand		375,046		469,546	
		<u>381,491</u>		<u>476,115</u>	
Creditors: amounts falling due within one year	12	(5,925)		(2,296)	
Net current assets			375,566		473,819
Income funds					
Endowment funds - designated			245,000		225,000
Unrestricted funds			130,566		248,819
			<u>375,566</u>		<u>473,819</u>

The financial statements were approved by the Trustees on 29 November 2023

Mrs D Ivory-Webb (Treasurer)
Trustee

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

Charity information

Hitchin Boys' School Charitable Trust is an unincorporated charity. Its registered office is Hitchin Boys' School, Grammar School Walk, Hitchin, Herts, SG5 1JB.

1.1 Accounting convention

The accounts have been prepared in accordance with the trust's governing document, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The charity does not hold any restricted funds.

1.3 Incoming resources

Income is recognised when the trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received. It is recognised on an accruals basis.

Cash donations are recognised on receipt. Other donations are recognised once the trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.4 Resources expended

Expenditure is recognised when a liability arises from its charitable activities. Expenditure incurred relates to the charitable activities.

Support and governance costs are incurred in running the charity and are allocated fully to charitable activities. In the period there were no support costs incurred, governance costs incurred have been detailed within the notes to the accounts.

1.5 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held with banks.

1.6 Financial instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the trust transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the trust's contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the trust's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Charitable activities

	2023 £	2022 £
Covenanted income including gift aid	25,363	47,658
Pitch rental income and electricity fees	17,168	29,254
	<u>50,045</u>	<u>76,912</u>

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

4 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	2,072	497

5 Charitable activities

	2023 Unrestricted funds £	2022 Unrestricted funds £
Hire of sports centre	4,585	6,014
Management fees and reimbursed expenses	21,436	24,166
	26,021	30,180
Donations to Hitchin Boys' School	120,000	21,800
Share of governance costs (see note 6)	3,960	4,200
	149,981	56,180

6 Governance costs

	Governance costs £	2023 £	2022 £
Accountancy	3,960	3,960	4,200
	3,960	3,960	4,200
Analysed between Charitable activities	3,960	3,960	4,200

Governance costs includes payments to the independent examiner of £3,960 (2022: £4,200).

Governance costs are attributed entirely to charitable activities.

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the trust during the year.

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

9 Other

	Unrestricted funds 2023	Unrestricted funds 2022
Bank charges	389	196

10 Taxation

Tax recoverable relates to an estimate of tax recoverable on income received between 1 July 2022 and 30 June 2023 from deeds of covenant, but as at the present time its recoverability is dependant upon acceptance by HM Revenue and Customs as to whether all or only part of this amount is refundable.

11 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Gift aid recoverable	3,472	5,879
Other debtors	2,973	690
	6,445	6,569

12 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors	5,925	2,296

13 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

The current surface replacement took place in 2014 and is expected to have a life of 10 years and, as done previously with the first pitch surface, the trustees decided to allocate funds towards the eventual replacement of the current pitch surface. This will be achieved by means of a surface replacement fund and £20,000 per annum is currently being transferred to this reserve.

HITCHIN BOYS' SCHOOL CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

14 Analysis of net assets between funds

	Unrestricted funds 2023 £	Designated funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Designated funds 2022 £	Total 2022 £
Fund balances at 30 June 2023 are represented by:						
Current assets/(liabilities)	140,471	235,000	375,566	253,819	220,000	473,819
	<u>140,471</u>	<u>235,000</u>	<u>375,566</u>	<u>253,819</u>	<u>220,000</u>	<u>473,819</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).