



## Trustees' Annual Report for the period

From 01 October 2020 To 30 September 2021

Charity name: Coleridge Families

Charity registration number: 1001997

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objective of Coleridge Families is to advance the education of the pupils of Coleridge Primary School in the London Borough of Haringey by providing and assisting in the provision of facilities for education at the school (not normally provided by the Education Authority).</p> <p>As an ancillary thereto and in furtherance of this object Coleridge Families may:</p> <p>A) encourage co-operation between the staff, parents and all others associated with the school;</p> <p>B) engage in activities (including fund-raising activities) which support the school and advance the education of the pupils attending it; and</p> <p>C) encourage parents to be interested in the education of their children and the activities of the school.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>In the 2020 AGM, Coleridge Families adopted a new constitution, using the Parentkind model constitution. As a result of the new governance structure, a number of new committee members were appointed as trustees. Several long-standing members stood down as their children graduated from the school.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>2020/21 was a year of substantial donations from parents to the newly launched school's Coleridge Voluntary Fund, which has been used to provide £40,000 of ICT equipment, invest £12,000 in training and development of the school's staff, purchase £5,000 of new art supplies, purchase £12,750 of new classroom supplies, deliver school's counselling service worth £25,000, invest £6,000 in new reading books, and spend £2,500 on new dining tables for the infants.</p> <p>WHAT DID THE CHARITY FUND IN 2020/21?</p> <p>A total of around £37,000 spent on investment including:</p> <ul style="list-style-type: none"> <li>- £15,000 on improving toilets</li> <li>- £12,000 on Year 6 garden</li> </ul>

		<ul style="list-style-type: none"> <li>- £7,000 on Clean Air Coleridge initiative which involved installation of green screens on Coleridge East</li> <li>- £2,600 on a new SEND base</li> </ul> <p><b>SUMMARY OF FUNDRAISING</b> Coleridge Families raised around £64,000 in the course of the year including:</p> <ul style="list-style-type: none"> <li>- £25,000 via donations (incl. Gift-aid)</li> <li>- £6,750 raised through the sponsorship of Martyn Gerrard, the local estate agents</li> <li>- £2,600 from silent auction</li> </ul> <p>Please see the full details later in this document. The accounts presented within this report were approved by the membership in the 2021 AGM held in November.</p>
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Other		<p>Coleridge Families is a very inclusive PSA. Involvement in event organisation is encouraged by an allocation of 2 fundraising events to each year group. In addition there is a network of class reps (representatives) who generate participation in events, fundraisers and help distribute information to the parents.</p> <p>The charity was operating in a constrained fund-raising environment due to the COVID-19 pandemic throughout 2020/21 and as such many of our event fixtures have been put on hold. The committee and energised parents are continually seeking ways to innovate and adapt by running events on-line and running different types of events that are suited to virtual participation.</p> <p>Some of the new fundraising activities that we ran in 2020/21:</p> <ul style="list-style-type: none"> <li>- Coleridge Cookbook that resulted in CF first major publication, with over 170 recipes submitted from within the school and the community</li> <li>- Pumpkin and Easter Trails</li> <li>- Online Quiz</li> <li>- Online Music Bingo</li> <li>- Coleridge Jokebook – our second publication, with over 200 submissions, including comic strips</li> <li>- Coleridge Pet Show with over 270 entries from across the school community</li> </ul> <p>The aims and ethos of CF as a parent-staff association and registered charity is to work in partnership with the School and Governors towards a whole school community with the key elements being involvement and participation from all and keeping all events</p>

		accessible to all families. It has as an equal aim fundraising to provide the extras to advance the education of the children by providing facilities at the school that the Local Authority does not normally provide.
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>2020-2021 was a year of more limited activities due to the COVID-19 pandemic and yet still very significant fund-raising and development projects made possible by Coleridge Families.</p> <ul style="list-style-type: none"> <li>- Major improvement to the school loos facilities</li> <li>- Installation of green screens on the East site of the school</li> <li>- Significant contributions from parents via donations</li> <li>- Significant contributions from Martyn Gerrard our sponsor</li> </ul> <p>Looking ahead, the charity has earmarked c £157,000 for specific grants to Coleridge Primary school. This includes:</p> <ul style="list-style-type: none"> <li>- c £105,000 towards Coleridge Voluntary Fund (incl. Gift Aid)</li> <li>- £17,000 to continue planned redevelopment of the playground areas, making this a safer and more useful area for children and building on c. £59,000 already invested.</li> <li>- There is £10,000 held aside to replace the turf on the multi-use games area (sports pitch).</li> <li>- There is a further £11,600 dedicated to provide financial support to the school, funded from voluntary financial contributions via donations towards the Learning Enhancement and Voluntary funding of the school. These funds will be deployed when needed to fund areas of the School Development Plan (SDP). Some money will also be used to cover essential school running costs, for example educational resources and premises costs. The Resources Committee of the school's Governing Body will scrutinise spending and will hold the Senior Leadership Team to account, ensuring that the fund is appropriately spent to provide maximum impact.</li> <li>- c £4,400 for SEND projects</li> <li>- Finally there is £1,500 dedicated to projects to improve the air through the students Clean Air Coleridge project.</li> </ul>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>See pages 9-10 for the summary of the charity's financial activities over the year and the position at 30 September 2021. An Independent Examiner has reviewed the annual accounts and the resulting report is included on page 8.</p> <p>It may be noted that the charity held funds raised for the Coleridge Voluntary Fund, that were to be passed directly to the school.</p> <p>The funds available for the charity to spend once all funds restricted for specific purposes or projects has been set aside is detailed on page 9.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Coleridge Families keeps a minimum of £8,000 in reserve to deal with unexpected costs and cash flow. Large expenditure plans are discussed at the AGM with ongoing expenditure discussed in open committee meetings
Amount of reserves held	Para 1.22	£8,000
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected at the AGM

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Coleridge Families
Other name the charity uses	
Registered charity number	1001997
Charity's principal address	Coleridge Primary School Crouch End Hill LONDON N8 8DN

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Elizabeth Mackie	Chair	01/10/2020-14/12/2020	Coleridge Families AGM
2	Ayla Us	Co-Chair	14/12/2020-30/09/2021	Coleridge Families AGM
3	Joanna Shakhmin	Co-Chair	14/12/2020-30/09/2021	Coleridge Families AGM
4	Andrew Day	Secretary	14/12/2020-30/09/2021	Coleridge Families AGM
5	Peter Salerno	Treasurer	01/10/2020-14/12/2020	Coleridge Families AGM
6	James Merryweather	Co-Treasurer	14/07/2021-30/09/2021	Coleridge Families AGM
7	Kai Simmons	Co-Treasurer	14/07/2021-30/09/2021	Coleridge Families AGM
8	Cristina Aldea	Co-Treasurer	14/07/2021-30/09/2021	Coleridge Families AGM
9	Marielle Drier	Co-Treasurer	14/12/2020-30/09/2021	Coleridge Families AGM
10	Enrico De Vita	Co-Treasurer	14/12/2020-30/09/2021	Coleridge Families AGM
11	Cindy Dos Santos		14/12/2020-30/09/2021	Coleridge Families AGM
12	Nora Zeidan		14/12/2020-30/09/2021	Coleridge Families AGM
13	Georgina Norton	Link Governor	14/12/2020-30/09/2021	Coleridge Families AGM
14	Enrico De Vita	Co-Treasurer	14/12/2020-30/09/2021	Coleridge Families AGM
15	Victoria Roberts		14/12/2020-30/09/2021	Coleridge Families AGM
16	Susan Jones		14/12/2020-30/09/2021	Coleridge Families AGM
17	Melanie Solomou		14/12/2020-30/09/2021	Coleridge Families AGM
18	Sarah Wiley		14/12/2020-30/09/2021	Coleridge Families AGM
19	Morinade Akinbobola			Coleridge Families AGM
20	Kirika Bhatti			Coleridge Families AGM
21	Leon Choueke	Head of Coleridge Primary		Coleridge Families AGM

## Corporate trustees – names of the directors at the date the report was approved

Director name		
none		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
none		


## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Joanna Shakhmin	
Position (eg Secretary, Chair, etc)	Chair	
Date	25/07/2022	



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Section A

Independent Examiner's Report

<b>Report to the trustees/ members of</b>	Coleridge Families	
<b>On accounts for the year ended</b>	30 September 2021	<b>Charity no (if any)</b> 1001997
<b>Set out on pages</b>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**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 (other than that disclosed below \*) 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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:** George Sawtell **Date:** 18/3/2022

**Name:** GEORGE SAWTELL

**Relevant professional qualification(s) or body (if any):** CHARTERED ACCOUNTANT  
LLB + QUALIFIED TREASURER

**Address:** 13 REGINA RD  
N4 3PT LONDON



## Coleridge Families Accounts – 30-Sep-21

#	Item	Amount	Comment
1	Opening 1-Oct-20	98,022	Total bank balances
2	CVF Receipts	102,339	Detail provided on next slide
3	Fundraising - 2021/22	64,123	Detail provided on next slide
4	Expenditures - relating to projects	-37,714	Detail provided on next slide
5	Expenditures relating to fundraising / events / other	-25,098	Detail provided on next slide
6	Closing Balance	201,672	Current Closing Balance
7	Bank Balance 1	198,725	Actual Bank Balance
8	Variance	2,948	See Detailed Section
9	Amounts Held Aside	156,881	See Detailed Section
<b>10</b>	<b>Remaining Available To Spend</b>	<b>44,791</b>	Bank Balance, less committed expenses & reserve

Amounts held aside		
#	Description	Amount
1	CVF - Coleridge Voluntary Fund	£ 99,343
2	CVF - Coleridge Voluntary Fund Gift Aid	£ 4,960
2	LEF - Learning Enhancement Fund	£ 11,636
3	Playground	£ 17,000
4	MUGA Replacement Fund	£ 10,000
5	Clean Air Coleridge	£ 1,500
6	Sensory Things	£ 4,441
7	CF Capital Reserve	£ 8,000
8	<b>Grand Total</b>	<b>£ 156,881</b>

Explanation of Variances		
#	Description	Amount
1	2019-20 Gift aid paid in 2020/21	£ 2,948
2		
5	<b>Grand Total</b>	<b>£ 2,948</b>

- Inv 45 received for £6,140.28 on 18<sup>th</sup> Nov. (£4k Sensory Things, £1.7k Allotment, £0.4k other)



## 2020-2021 CF Accounts – Income/Expense Detail

RECEIPTS	Total	EXPENSES	Total
<u>CVF Receipts</u>		<u>Expenditure relating to Projects</u>	
Donations CVF	99,333	School Halls (loos)	(15,307)
Gift Aid - CVF	3,006	Y6 Garden	(12,122)
	<u>102,339</u>	Clean Air Coleridge	(7,055)
		SEND Base	(2,559)
<u>Fundraising</u>		School Halls	(444)
Donations CF	20,000	Inclusion Reading Books	(138)
Midsummer's Night Dream - DVD/downloads	6,928	General	(90)
Sponsorship	6,750		<u>(37,714)</u>
Y6 Fundraising	5,973		
Gift Aid - CF	4,960	<u>Expenditure relating to fundraising / events / other</u>	
Coleridge Cookbook	4,898	Y6 Play	(7,637)
Silent Auction	2,288	Year 6 End of School Party	(4,804)
Paypal	2,114	Coleridge Cookbook	(3,837)
Coleridge Merchandise	1,544	Y6 Fundraising	(2,279)
Y6 - Play Photos	1,271	Coleridge Families Website Renewal	(1,428)
Christmas Cards	1,269	End of Year Kids Entertainment	(1,350)
Coleridge Joke Book	1,204	Midsummer's Night Dream - DVD/downloads	(800)
Other	1,169	Coleridge Jokebook	(705)
Coleridge Families Pet Show	755	Reception Bookbags	(672)
Lockdown Quiz Night	605	Ticket Tailor	(414)
Pumpkin Trail	444	Leaving Gift - Committee Members	(300)
The Charities Trust	405	Y6 - Play Photos	(270)
Easyfundraising	405	Coleridge Merchandise	(231)
Amazon Giving	392	General	(123)
Donations Piano	300	Silent Auction	(149)
Musical Bingo	280	Music License	(76)
Stikin Labels	168	Musical Bingo	(25)
	<u>64,122</u>		<u>(25,098)</u>
<b>Grand Total</b>	<b>166,461</b>	<b>Grand Total</b>	<b>(62,812)</b>

