



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

Period start date 1st January 2022 Period end date 31st December 2022

Charity name: The Rev Robert Brown School Trust

Charity registration number: 1173784

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the Trust is to provide for the education of the pupils of Roughton School by supporting the school where necessary. To maintain the school grounds and School House.
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	To provide extra curriculum activities for the school. To provide transport for outings. To upkeep grounds and the School House in a reasonable condition. To ensure the land owned by the trust is tenanted to provide an income for the trust. To invest monies to also provide an income to the Trust.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	To ensure and maintain educational establishment for the children of the parish and district.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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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>Enable the children to have extra curriculum activities for example music, to maintain a nature area provided by the charity enabling them to have woodland learning.</p> <p>To provide monies for any projects that the school may wish to undertake.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Healthy balance at the year end of £31005.81. Deposit Account with the Church of England Deposit Fund £5000. Church of England Investment fund £177,000 approx
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Hold reserves for future expenditure which may include building costs
Amount of reserves held	Para 1.22	£5000 Deposit Fund and £ Investment fund
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties at this time

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		The Rev Brown School Trust
Type of governing document (trust deed, royal charter)	Para 1.25	The Will of Rev Robert Brown in 1694
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The Diocesan Registrar has advised us to await the appointment of a Priest for the Parish of Roughton before we update the constitution. To date no Priest has been appointed.
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	The Priest, Two Church Wardens and the Lord of the Manor

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	The Rev Robert Brown School Trust
Other name the charity uses	N/A
Registered charity number	1173784
Charity's principal address	Oakdale, Norwich Road, Roughton, Norwich, NR11 8SJ

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	Mrs Helen Mortimer	Chair Person		
2	Mrs Dorothy Kendall			
3	Mr Donald Mayes			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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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)

	
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Full name(s)

HELEN SIMONE MORTIMER	
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Position (eg Secretary,
Chair, etc)

CHAIR.	
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Date

26/5/23

	A	B	C	D
1	REV. R BROWN SCHOOL TRUST (CARITY NUMBER 1173784 - BANK ACCOUNT 01.01.2021 TO 31.12.2021)			
2				
3	DATE		Description	School House Rent
4				
5		OPENING BALANCE		
6				
7		INCOME		
8	04.01.22	L D Longhorn	Reimbursement of half the cost of fencing at the Scholl Car Park	
9	07.01.22	CBF Deposit Fund Ref 777135001D		
10	11.01.22	Acorn Preschool Roughton		
11	17.01.22	LRPM	School House Rent 01.01. - 31.01.22	353.69
12	26.01.22	LRPM	Balance School House Rent 01.01-31.01.22	346.31
13		LRPM	School House Rent 01.02 - 28.02.22	700.00
14	28.02.22	CBF Investment fund ref 777135001S		
15	01.03.22	LRPM	School House Rent 01.03-31.02.22	700.00
16		Mr. Larkin		
17	29.03.22	LRPM	Filby Rent 26.03 -25.09.22	
18		LRPM	School House Rent - 01.04-30.04.22	750.00
19	06.04.22	CBF Deposit Fund Ref 777135001D		
20	03.05.22	LRPM	School House Rent - 01.05.22-31.05.22	750.00
21	31.03.22	CBF Investment fund ref 777135001S		
22	01.06.22	LRPM	School House Rent - 01.06.22-30.06.22	750.00
23		LRPM	Rent Mrs. Simper 16.03.22 - 15.03.23	
24	27.06.22	LRPM	School House Rent 01.07.22-31.07.22	750.00
25		CBF Deposit Fund Ref 777135001D		
26	28.07.22	LRPM	School House Rent 01.08.22- 31.08.22	750.00
27	31.08.22	CBF Investment fund ref 777135001S		
28	01.09.22	LRPM	School House Rent 01.09.22-30.09.22	750.00
29	12.09.22	Hayes & Storr	Sale of Land - Hagens Beck	
30	26.09.72	LRPM	Rent Mr. Filby 26.09.22-25.03.23	
31	03.10.22	LRPM	School House Rent 01.10.22 - 31.10.22	750.00
32	06.10.22	CCLA	CBF Deposi fund 7771350010	
33	21.10.22	Roughton Land Trust		
34	27.10.22	LRPM	School House Rent 01.11.22 - 30.11.22	750.00
35	30.11.22	CBF Investment fund ref 777135001S		

	A	B	C	D
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42				
43				
44				8100.00
45				
46		EXPENDITURE		
47				
48	17.01.22	LPRM	Repairs to Drains at School House	
49		LPRM	School House Rent 01.01-31.01.22	
50	21.01.22	Acorn Preschool Roughton	Reimbursement of over paid rent	
51	26.01.22	LPRM	School House Rent Balance 01.01-31.01.22	
52		LPRM	School House Rent 01.02-28.02.22	
53	04.02.22	St. Mary's Primary School	Music Serv - Apr - Jul and Sep - Dec 2021	
54	01.03.22	LPRM	Schol House Rent 01.03-31.03.22	
55	28.02.22	M Mariott	Audit of Accounts (chq 314	
56	05.03.22	Saffron Insurance Services Ltd.	Car Park Insurance	
57	11.03.22	M J Winter	Car Park Maintenance	
58	20.03.22	LPRM	Rent 26.03-25.09.22 - Mr. Filby	
59	01.04.22	LPRM	School House Rent 01.04-30.04.22	
60		LPRM	School House Repairs 2 Wall invoice 000139	
61		LPRM	Annual Boiler Service invoice 1342	
62		LPRM	School House -Removal Wall paper and Treat walls invoice 277	
63	03.05.22	LRPM	School House Rent 01.05-31.05.22	
64		LRPM	Drain Cleaning - Car Park	
65		LRPM	Plasterboard Materials for Tenant at School House	
66		LRPM	New Carpet School House Invoice 14877	
67		LRPM	Replace Skirting Boards Invoice 288 School House	

	A	B	C	D
68		Norfolk Rivers IDB	Drainage Rates	
69	20.05.22	Ian Clarke	Spraying of Car Park	
70	23.05.22	Metro Rod	Replacement of Drain Cover in Car Park	
71	01.06.22	LPRM	School House Rent 01.06.22 - 30.06.22	
72		LPRM	Hagen's Beck 16.03.22 - 15.03.23	
73	02.06.22	R Mortimer	Bibles for School	
74	05.06.22	R Mortimer	Our Faithfull Queen for School	
75	27.06.22	LPRM	School House Rent 01.07.22 - 31.07.22	
76	12.07.22	Hayes & Storr	Solicitors fees on account re sale of Hagen's Beck - Cheque 318	
77	15.07.22	Auction House	Hagen's Beck - Auction Entry Fee	
78		St. Mary's Primary School		
79	20.07.22	H Mortimer	Present for Jill Redman re Bibles	
80	28.07.22	LPRM	School House Rent 01.08.22 - 31.08.22	
81	01.09.22	LPRM	School House Rent 01.09.22-01.09.22	
82	12.09.22	Hayes & Storr	Hayes & Storr and Auction House Fees - Hagens Beck	
83	21.09.22	The Conservation Volunteers	Cutting & Raking Meadow Area at Roughton School	
84	26.09.22	LRPM	Mr. Filby's rent 26.09.22- 25.03.23	
85	03.10.22	LRPM	School House Rent 01.10.22- 31.10.22	
86		LRPM	Rent refund - Hagens Beck	
87	05.10.22	CCLA	Cheque No.320	
88	27.10.22	LRPM	School House Rent 01.11.22 - 30.11.22	
89	28.10.22	Ian Clarke	Maintenance work School Car Park etc.	
90	24.11.22	Saffron Insurance Services Ltd.		
91				
92				
93				
94				
95				
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97				
98				
99				
100				
101		BANK RECONCILIATION AS AT 31ST JANUARY 2022		
102		Opening Balance		12587.64

	A	B	C	D
103		Plus Income		61921.03
104		Less Expenditure		-43502.86
105				31005.81
106				
107				
108		BALANCE AT BANK AS AT 02.01.23		31010.81
109		Less Acorns Pre-School Rent paid 02.01.23 to be included in 2023 account		-5.00
110				31005.81

	E	F	G	H	I	J	K	L	M
1									
2									
3	Management Fees	Allotment Rent	Playgroup Rent	Insurance	CBF deposit	CBF Investment	Filby Rent	Hagens Beck	Maintenance
4									
5									
6									
7									
8									1740.00
9					0.49				
10			10.00						
11									
12									
13									
14						1041.47			
15									
16		30.00							
17							1657.31		
18									
19					4.36				
20						1041.47			
21									
22									
23								250.00	
24									
25					9.96				
26									
27						1041.47			
28									
29								43254.72	
30							1657.31		
31									
32					18.51				
33									
34									
35						1063.96			

[illegible]

	N	O	P	Q	R	S
1						
2						
3	Drainage Rates	RLT Grant	Music Service	Misc		
4						
5						12587.64
6						
7						
8					1740.00	
9					0.49	
10					10.00	
11					353.69	
12					346.31	
13					700.00	
14					1041.47	
15					700.00	
16					30.00	
17					1657.31	
18					750.00	
19					4.36	
20					1791.47	
21					0.00	
22					750.00	
23					250.00	
24					750.00	
25					9.96	
26					750.00	
27					1041.47	
28					750.00	
29					43254.72	
30					1657.31	
31					750.00	
32					18.51	
33		1000.00			1000.00	
34					750.00	
35					1063.96	

	N	O	P	Q	R	S
36					0.00	
37					0.00	
38					0.00	
39					0.00	
40					0.00	
41					0.00	
42					0.00	
43					0.00	
44	0.00	1000.00		0.00	61921.03	
45						
46						
47						
48					385.00	
49					33.96	
50					5.00	
51					33.24	
52					67.20	
53			440.00		440.00	
54					67.20	
55				50.00	50.00	
56					353.20	
57					750.00	
58					159.10	
59					72.00	
60					850.00	
61					199.63	
62					277.50	
63					72.00	
64					102.00	
65					104.89	
66					307.00	
67					150.00	

	N	O	P	Q	R	S
68	9.78				9.78	
69					55.00	
70					457.06	
71					72.00	
72					24.00	
73				197.48	197.48	
74				130.50	130.50	
75					72.00	
76					600.00	
77					594.00	
78			300.00		300.00	
79				10.99	10.99	
80					72.00	
81					72.00	
82					4200.00	
83					720.00	
84					159.10	
85					72.00	
86					166.66	
87					30000.00	
88					72.00	
89					595.00	
90					372.37	
91					0.00	
92					0.00	
93					0.00	
94	9.78	0.00	740.00	388.97	43502.86	
95						
96						
97						
98						
99						
100					0.00	
101					0.00	
102						

Independent Examiners Certificate

Report to the trustees/ members of:

On accounts for the year ended:

Charity no (if any):

Robert Brown School Trust
31/12/22
1173784

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/22.

Responsibilities and basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of []]. ~~Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

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

Signed:



Date:

17/2/23

Name:

Michelle Platt

Independent Examiners Certificate

Report to the trustees/ members of:

Robert Brown School Trust

On accounts for the year ended:

31/12/22

Charity no (if any):

1173784

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- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:



Date:

17/2/23

Name:

MICHELLE MARGETT