

# Trustees' Annual Report for the period 01 April 2015 to 31 March 2016

## Section A Reference and administration details

Charity name:	<b>Beaumont School Association</b>
Other names charity is known by	<b>BSA</b>
Registered Charity Number	<b>298630</b>
Charity's principal address	Beaumont School Oakwood Drive St Albans AL4 0XB
Name of the charity trustees who manage the charity	Neil Almond, Chair Janet Almond, Secretary Catherine Stemple, Acting Treasurer Elizabeth Hitch, President and Head teacher Charles Cross, Teacher Laura Hawkins, Teacher Jill Cameron Wendy Cooper Nick Doyle Katherine Gibbons Jill Hagger Penny Howcutt Terez Jeggo Arlene Johnston Michelle King Isobel Pile Pietro Russo

## Section B Structure, governance and management

### Description of charity's trusts

Type of governing document	Constitution: adopted 16 <sup>th</sup> Sept 1987, amended June 1990, May 1998 and May 2009.
How the Charity is constituted	Association consisting of all parents, staff and governors of the School, with a managing committee consisting of the president who shall be the Head Teacher of the School, up to 5 officers and other elected members
Trustee selection methods	Trustees are elected or re-elected annually at the Annual General Meeting, held in May

### Additional governance issues (Optional information)

All trustees give their time voluntarily and receive no remuneration or other benefits

## Section C Objectives and activities

### **Summary of the objects of the charity set out in its governing document**

To advance the education of the pupils of Beaumont School by providing and assisting in the provision of facilities at the school (not normally provided from statutory funds) and as an ancillary thereto and in furtherance of this objective the BSA may foster more extended relationships between the staff, parents and others associated with the School, and engage in activities which support the School and advance the education of the pupils attending it.

### **Summary of the main Activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance Commission on public benefit)**

The Association's main activities in relation to these objectives are to organise and run events throughout the year for the purpose of raising funds for the school, to engage in activities that support the School and advance the educational aims of the school, and to develop more extended relationships between parents, staff and other associates of the school, keeping in mind the Charity Commission's guidance on public benefit at our committee meetings. issued by the Charity

### **Additional details of objectives and activities (Optional information)**

All of the events are run by parents, staff and other volunteers who generously donate many hours of their time to make these events a success. Without this valuable contribution of time, energy and expertise we would not be able to achieve so much.

## Section D Achievements and performance

### **Summary of the main achievements of the charity during the year**

#### Fundraising Highlights

Our main fundraising event of the year was our Christmas Fair which was a great success and raised over £5,750. Rob's Music Festival is now also an annual event in the Beaumont calendar. This music and sports event was open to the local community as well as families and friends of the school and raised over £4,600 for the school in addition to £2,000 for the Prince's Trust. The event is organised by a team comprising of Sixth Form pupils at the school, staff, the BSA and former pupils of the school. As well as raising money for the school and the Prince's Trust, it also gives the students valuable experience in event organisation.

The family BBQ was repeated again in September. It is a relaxing social event for new year 7 pupils and their families and raised just over £1,000. This was followed in October by the ever popular Quiz Night, which raised £1,470. In addition, we have received Gift Aid and other donations totaling £3,546.

#### Donations to the School

We have funded items for the school totaling over £21,500. The major items were £6,620 for a Laser Cutter and an additional £4,315 for furnishing the Sixth Form Centre and outdoor seating areas. We contributed over £2,000 for new Sewing Machines for the Tech Department, as well as £2,500 for an LED TV and new lighting for the Drama Department. The Physics Department received £900 for PAScar Dynamic systems. The BSA funded purchases for English,

Music, Food Tech and Drama such as online reading tests, sheet music, microphones, and other items.

## Section E Financial review

Brief statement of the charity's policy on reserves

The Association held cash at bank of £18,721 at the end of the 2015/2016 financial year, of which £11,000 was committed in our agreed funding in support of the following:-

£1,000 for Duke of Edinburgh Equipment and Staff Training  
£10,000 for Curriculum Enhancements 2016/17  
£200 for Insurance and registration fees

We have an Inclusion Fund of £350 for helping finance school trips for pupils that the school identifies as being in particular need. We aim to hold at least £3,000 and no more than £10,000 in reserves at the end of the year.

**Details of any funds materially  
In deficit**

There are no funds materially in deficit.

## Section F Other Optional Information

## Section G Declaration

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

**Signed on behalf of the charity's trustees**

**Signature(s)**

**Full names(s)**

Neil Almond

Catherine Stemple

**Position**

Chair

Trustee

**Date**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR 1 APRIL 2015 TO 31 MARCH 2016**

FUNDRAISING ACTIVITIES	2015/16			2014/15
	Income	Costs	Profit/(Loss)	
Rob's Music Festival				
Income from event	9,766.13	3,138.73	4,627.40	3,967.93
Donation to Prince's Trust		2,000.00		
New Year 7 Evening / Secondhand Uniform	364.75	14.50	350.25	340.71
Family BBQ	1,890.37	816.73	1,073.64	1,008.73
Secondary Transfer Evening	34.47	14.86	19.61	29.72
Quiz Night	2,053.50	583.01	1,470.49	1,025.52
Alumni Choir Concert	76.32	56.72	19.60	0.00
Christmas Fair	7,540.96	1,788.48	5,752.48	5,650.07
Christmas Carol Concert	66.60	12.60	0.00	-51.59
Donation to Rennie Grove House		54.00		
Evening of Jazz and Swing	0.00	0.00	0.00	1,406.40
<b>OTHER INCOME</b>				
easyfundraising.org.uk	269.08		269.08	25.69
Givey.com	0.00		0.00	5.00
Christmas Treeasy	107.50		107.50	51.00
Other donations (not gift aid)	50.00		50.00	70.00
Gift Aid Income	2,475.00		2,475.00	2,670.00
Gift Aid Reclaimed	645.00		645.00	653.05
Bank Interest	9.50		9.50	9.41
<b>TOTAL</b>	<b>25,349.18</b>	<b>8,479.63</b>	<b>16,869.55</b>	<b>16,861.64</b>
<b>EXPENDITURES TO BENEFIT THE SCHOOL</b>				
Items funded by the BSA				14,567.81
Duke of Edinburgh Programme		4,000.00		
Laser Cutter		6,629.91		
Sixth Form Centre furniture		2,178.10		
Sewing Machines Brother Innov-is V5		2,137.00		
Picnic benches / tables		1,768.50		
47" LG Commercial LED TV		1,057.00		
Lighting for Drama Dept		1,020.12		
Online Reading tests		553.50		
Food Technology		475.87		
Sheet Music		340.70		
Microphone, condenser, stands and cables		331.79		
PAScar Dynamic Systems		901.00		
Emile Und Die Detektive		156.92		
Other		0.00		0.00
<b>TOTAL</b>		<b>21,550.41</b>		<b>14,567.81</b>
<b>OTHER EXPENSES</b>				
Photocopying		170.48		54.37
Insurance and fees		182.00		128.40
BSA AGM and general expenses		35.00		229.17
Bank charges		0.00		0.00
<b>TOTAL</b>		<b>387.48</b>		<b>411.94</b>
<b>TOTAL EXPENSES</b>		<b>30,417.52</b>		
<b>Excess/Shortfall of Income over Expenditure</b>			<b>-5,068.34</b>	<b>1,881.89</b>

**BALANCE SHEET AS AT 31 MARCH 2016**

**Current Assets**

Current Account (Lloyds)	4,978.29	3,531.25
Community Account (Barclays)	1.00	1.00
Business Saver Account (Barclays)	13,743.62	20,940.04
Cash	53.86	17.82
Gift Aid repayment (claim submitted)	645.00	0.00

**Current Liabilities**

None	0.00	0.00
	<b><u>19,421.77</u></b>	<b><u>24,490.11</u></b>

**REPRESENTED BY**

Balance from 31 March 2015	24,490.11	22,608.22
Excess/Shortfall of Income over Expenses	-5,068.34	1,881.89
	<b><u>19,421.77</u></b>	<b><u>24,490.11</u></b>

**ASSOCIATION FUNDS**

BSA contingency expenses	3,000.00	3,000.00
Vehicle Fund	2,500.00	2,500.00
Inclusion fund	350.00	350.00
Funding commitments – Short Term		
DofE Equipment and Staff Training	1,000.00	11,676.00
Curriculum Enhancements – 2016/17	10,000.00	
	0.00	
Young Carers	0.00	
Insurance / registration fees	200.00	200.00
Uncommitted funds	2,371.77	6,764.11
	<b><u>19,421.77</u></b>	<b><u>24,490.11</u></b>

## **Independent examiner's report to the Trustees of Beaumont School Association**

I report on the accounts of the Beaumont School Association for the year ended 31<sup>st</sup> March 2016, which are set out on pages 1 to 2.

### **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;
- 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
- 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 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 those 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: John Llewellyn-Jones

Relevant professional qualification or body: Institute of Chartered Accountants in England and Wales

Address: 386 Hatfield Road, St Albans, Herts, AL4 0DU

*J.S. Llewellyn-Jones 28/7/2016*

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*S. Llewellyn-Jones*  
*Independent Examiner*  
*28/7/2016*

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J. Henelign Jones  
Independent Examiner  
28/7/2016.