

Independent examiner's report to the trustees of the Richmond Dutch School

I report on the accounts of the Charity for the financial period which started on 27 February 2015 and ended on 31 July 2016. During this financial period, the Trustees voted on and approved a change in the financial reporting period to align the charity's financial year with the school year, resulting in an exceptional financial period of 17 months (vs the standard period of 12 months).

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 Commission under section 145(5)(b) of the 2011 Act
- 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 next statement.

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: Elaine Geddie

Relevant professional qualification or body: Chartered Accountant (CA (SA))

Address: 7 Earl Road, East Sheen, SW14 7JH

Date: 27 May 2017



Trustees' Annual Report for the period

		Period start date			Period end date		
	28	Feb	2015		31	July	2016
From				To			

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Saskia Hayes	Chair		
2	Marianne Paemen	Treasurer		
3	Jilda Mercx	Secretary		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

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

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The charity aims to maintain links with other Dutch and Flemish charitable, governmental and educational organisations. The charity in particular aims to maintain friendly relationships with other non-profit organisations which aim to promote the Dutch language and Dutch-Flemish culture in the world, the UK and London in particular. There are no formal relation between the Richmond Dutch School and any of these organisations.

The trustees see major risk in the recent Brexit vote and the impact this could have on the size of the Dutch-speaking community in the UK. Events will be followed closely, in particular the treatment of both EU residents currently residing in the UK as well as the restrictions that could be imposed on immigration from the EU, and the Netherlands and Belgium in particular.

The trustees also recognise that the school will need to consider how many capability levels it is able to sustain going forward. The step-change in cost structure required by the addition of a level is not without risk.

Now the school is more established, the charity will need to further strengthen its governance structure and increase the involvement by parents, and attract additional trustees.

Section C Objectives and activities

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

The charity's objects ("the objects") are the advancement of education for the public benefit, in particular by providing Dutch language and Dutch/Flemish culture classes to nursery and primary school-aged children from homes with one or two Dutch-speaking parent(s), as a means to help these families maintain the Dutch language and retain links with their cultural heritage. The geographical limit of the charity is the Borough of Richmond and close surrounding areas.

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 issued by the Charity Commission on public benefit)

To provide Dutch language and Dutch/Flemish culture classes to nursery and primary school-aged children from homes with one or two Dutch-speaking parent(s).

Organise a playgroup for pre-school children from Dutch-speaking parents.

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The charity's constitution foresees discounted fees for parents in financial difficulties.

The charity is very grateful for the valuable contributions made by parents and other volunteers, which allow the charity to organise cultural events (e.g. Sinterklaas) and enrich educational sessions with volunteers' personal experience and enthusiasm.

Summary of the main achievements of the charity during the year

During the period covered by this Annual report, the Charity's ability to promote the Dutch language among primary school-aged children from dual-language families grew from 21 pupils and 3 parallel classes representing different capability levels to 30 children. This paved the way to the set-up of an additional class and a further growth in student numbers the following school year.

In addition the charity was able to offer monthly Dutch stay and play session for pre-school children until the spring of 2017. Following the departure of the playgroup leader and the main volunteer organiser, the Trustees considered the dwindling number of participants and the lack of success in attracting a new volunteer and decided to suspend the playgroups while the trustees made a more in-depth assessment of the viability of the playgroup.

The charity was able to accumulate reserves over this period to increase its financial stability and help it weather sudden short term reductions in student numbers and as it takes calculated risks each time a separate class for a capability level is added.

Section E

Financial review

Brief statement of the charity's policy on reserves

As the Charity is new the Charity is aiming to build up its reserves to be able to grow and set up different levels of tuition even if the number of children required to break even has not yet been reached. It is also building up reserves to be able to cover for sudden decreases in student numbers.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principle sources of funds are parent contributions. The expenditure is purely focused on the provision of the classes and offering cultural experiences, covering teaching services, rent and teaching materials. Discounts are offered to large families and tuition fee reductions are available for children from families who would otherwise not be able to afford to send their children to the classes.

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 name(s)

Position (eg Secretary, Chair, etc)

Date

	
MARIANNE PREMEN	
TREASURER	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Name
Richmond Dutch School

No (if any)
1162146

CC16a

Receipts and payments accounts

For the period from	28/02/2015	To	31/07/2016
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Tuition Fees	29,736	-	-	29,736	-
Registration Fees	460	-	-	460	-
Playgroup entrance fees	163	-	-	163	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	30,359	-	-	30,359	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,359	-	-	30,359	-
A3 Payments					
Teaching services	18,796	-	-	18,796	-
Rent	3,900	-	-	3,900	-
Teaching resources	1,289	-	-	1,289	-
Advertising, IT, Financial expenses	890	-	-	890	-
Indirect teaching service expenses	244	-	-	244	-
Other resources	383	-	-	383	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	25,501	-	-	25,501	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	25,501	-	-	25,501	-
Net of receipts/(payments)	4,858	-	-	4,858	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	4,098	-	-	4,098	-
Cash funds this year end	8,956	-	-	8,956	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account	8,956	-	-
		-	-	-
		-	-	-
	Total cash funds	8,956	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	N/A	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	N/A		-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	N/A		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	N/A		-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	