

# **Trustees' Annual Report for the period 01 April 2016 to 31 March 2017**

## **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	Wendy Cooper, Chair Claire Bentley, Secretary Patrick O'Brien, Teresa Heaney, Karen Graham, Treasurers Martin Atkinson, President and Head teacher Charles Cross, Teacher Laura Dine, Teacher Amanda Jones, Teacher Beverley Rider Jill Cameron Becky Alexander, Lucinda Blick, Vandu Patel, Carole O'Brien, Alasdair Bleakley, Nick Doyle Katherine Gibbons Jill Hagger 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 Christmas Fair which was a great success and raised over £5,770. 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 £7,856 for the school in addition to £3,000 for the Prince's Trust. The event is organised by a team comprising of Sixth Form pupils at the school, staff, and the BSA. 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 £1,356. This was followed in December by the second adult Christmas Party, which raised £1,622. The Jazz evening in February was a great success raising £1470. In addition, we have received Gift Aid and other donations totaling £4,346.

#### **Donations to the School**

We have funded items for the school totaling over £20,000. The major items were lighting, visual and audio equipment £4,116, mirrored wall in the gymnasium £2,875. Curriculum enhancements of an additional £10,000 were made.

## Section E Financial review

Brief statement of the charity's policy on reserves

The Association held cash at bank of £25,998 at the end of the 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 new building funding under the 18 in 80 fundraising process. £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)**

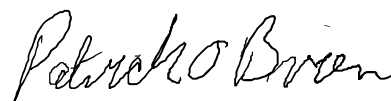
Claire Bentley

**Position**

Trustee

**Date**

**30.01.2018**



Patrick O'Brien

Trustee

**30.01.2018**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR 1 APRIL 2016 TO 31 MARCH 2017**

	<b>2016/17</b>			<b>2015/16</b>
<b>FUNDRAISING ACTIVITIES</b>	<b>Income</b>	<b>Costs</b>	<b>Profit/(Loss)</b>	
Rob's Music Festival				
Income from event	14,917.67	4,061.12	7,856.55	4,627.40
Donation to Prince's Trust		3,000.00		
New Year 7 Evening / Secondhand Uniform	467.62	7.45	460.17	350.25
Family BBQ	2,041.34	684.86	1,356.48	1,073.64
Secondary Transfer Evening	0.00	0.00	0.00	19.61
Jazz Night	2,379.50	930.32	1,449.18	1,470.49
Christmas Party	3,482.00	1,859.30	1,622.70	19.60
Christmas Fair	7,762.35	1,991.58	5,770.77	5,752.48
Christmas Carol Concert	50.00	50.00	0.00	0.00
Donation to Rennie Grove House		0.00		
Wine Tasting	1,020.00	401.70	618.30	0.00
<b>OTHER INCOME</b>				
easyfundraising.org.uk	596.51		596.51	269.08
Christmas Treeasy	151.00		151.00	107.50
Other donations (not gift aid)	0.00		0.00	50.00
Gift Aid Income	2,195.29		2,195.29	2,475.00
Gift Aid Reclaimed	779.34		779.34	645.00
Bank Interest	5.84		5.84	9.50
<b>TOTAL</b>	<b>35,848.46</b>	<b>12,986.33</b>	<b>22,862.13</b>	<b>16,869.55</b>
<b>EXPENDITURES TO BENEFIT THE SCHOOL</b>				
Items funded by the BSA				21,550.41
Curriculum enhancements		10,000.00		
Projector for Drama		1,000.00		
New Logo for BSA		85.00		
Basketball Kit		532.00		
Focusrite Scarlett Solo Audio Interface		1,116.00		
Music lights and stands		563.00		
Roller Banners		110.00		
PE Wall of Mirror in old Gym		2,875.00		
English - fund to publish student literary magazine		100.00		
Geography field work equipment		504.55		
School Hall lighting rig		2,000.00		
Additional resources for SEN		500.00		
DoE Tents and Compasses yr16/17		690.00		
Other Expenses		0.00		
<b>TOTAL</b>		<b>20,075.55</b>		<b>21,550.41</b>
<b>OTHER EXPENSES</b>				
Photocopying		339.00		170.48
Insurance and fees		148.00		182.00
BSA AGM and general expenses		182.35		35.00
Bank charges		0.00		0.00
<b>TOTAL</b>		<b>669.35</b>		<b>387.48</b>
<b>TOTAL EXPENSES</b>		<b>33,731.23</b>		
<b>Excess/Shortfall of Income over Expenditure</b>			<b>2,117.23</b>	<b>-5,068.34</b>

**BALANCE SHEET AS AT 31 MARCH 2017**

**Current Assets**

Current Account (Lloyds)	8,032.82	4,978.29
Community Account (Barclays)	1.00	1.00
Business Saver Account (Barclays)	17,965.60	13,743.62
Cash	84.63	53.86
Debtor (Beaumont School)	4,530.50	0.00
Gift Aid repayment (claim submitted)	0.00	645.00

**Current Liabilities**

Creditor (Beaumont School)	9,075.55	0.00
	<b><u>21,539.00</u></b>	<b><u>19,421.77</u></b>

**REPRESENTED BY**

Balance from 31 March 2016	19,421.77	24,490.11
Excess/Shortfall of Income over Expenses	2,117.23	-5,068.34
	<b><u>21,539.00</u></b>	<b><u>19,421.77</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 17/18	1,000.00	11,000.00
18 in 80 Donation	10,000.00	
Insurance / registration fees	200.00	200.00
Uncommitted funds	4,489.00	2,371.77
	<b><u>21,539.00</u></b>	<b><u>19,421.77</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 2017, 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 & Wales

Address: 386 Hatfield Road, St Albans, Herts

Date: 23/01/2018

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FOR THE YEAR 1 APRIL 2016 TO 31 MARCH 2017**

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