

Independent examiner's report to the trustees of The Friends of Christchurch

I report to the trustees on my examination of the accounts of The Friends of Christchurch (the Trust) for the year ended 31 August 2018.

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 all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed:



Name:

Jonathan Aïres

Relevant professional qualification or membership of professional bodies (if any):

ACA/ICAEW

Address:

52 Meuster Road, London, NW2 3RE

Date:

30 June 2019



Receipts and payments accounts

CC16a

For the period
from

01/09/2017

To

31/08/2018

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

Donations to CAF Cash Account	35,168	-	-	35,168	-
Donations to CAF Gold Account	1,000	-	-	1,000	-
		-	-	-	-
Sub total (Gross income for AR)	36,168	-	-	36,168	-

A2 Asset and investment sales, (see table).

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total receipts	36,168	-	-	36,168	-
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A3 Payments

Cheque 731	2140.00	-	-	2,140	-
Cheque 730	2000.00	-	-	2,000	-
Cheque 728	1652.85	-	-	1,653	-
Cheque 727	228.08	-	-	228	-
Cheque 725	192.95	-	-	193	-
Monthly Account fee	60.00	-	-	60	-
Cheque 732	107.60	-	-	108	-
Cheque 733	99.45	-	-	99	-
Cheque 737	561.7	-	-	562	-
Cheque 738	2000.00	-	-	2,000	-
Cheque 739	2000.00	-	-	2,000	-
Cheque 744	40.00	-	-	40	-
Cheque 736	57.88	-	-	58	-
Cheque 745	1136.00	-	-	1,136	-
Cheque 743	259.20	-	-	259	-
Cheque 741	556.52	-	-	557	-
Cheque 746	10200.00	-	-	10,200	-
Cheque 747	750.00	-	-	750	-
Cheque 749	200.00	-	-	200	-
Cheque 748	2550.00	-	-	2,550	-
Cheque 750	220.00	-	-	220	-
Cheque 753	150.00	-	-	150	-
Cheque 752	55.03	-	-	55	-
Cheque 754	60.00	-	-	60	-
Cheque 713	197.58	-	-	198	-
Cheque 719	3151.58	-	-	3,152	-

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

B4 Assets retained for the charity’s own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

Receipts and Payments Accounts
for the Year 01/09/2017 to 31/08/2018 for
The Friends of Christchurch School (1020144)

NOTES TO THE ACCOUNTS

Section A

'Natural categories' have been used for the payments and receipts (see Charity Commission Notes document CC16b).

The charity does not operate any Restricted or Endowment funds so these columns are blank. Likewise Section A5 for fund transfers is blank.

Section A1: The charity's receipts comprise only of voluntary donations and monies raised from charity's run events. This period the receipts amounted to £36,168.

Sections A2 and A4 are blank because the charity does not have any Assets or Investments, and is not a debtor or creditor for any Loans.

Section A3:

- Total grant payments to the school were £35,819. This amount went towards the Art Project and the Music room, including construction works and instruments purchase.
- This year the charity had a net receipt for the year of £349. The total cash balance was £13,197 at year end.
- FCCS has a target to maintain a minimum cash reserve of around £3,000 at all times. When the reserve is above this level the FCCS committee may seek to make additional grants to the school.

Section B

The charity has no assets in Sections B2, B3 and B4.



Trustees' Annual Report for the period						
From	Period start date		To	Period end date		
	Day	Month		Day	Month	Year
	01	09		31	08	2018

Section A Reference and administration details

Charity name

THE FRIENDS OF CHRISTCHURCH SCHOOL

Other names charity is known by

Registered charity number (if any)

1020144

Charity's principal address

Christ Church School

Christchurch Hill

Hampstead, London

Postcode

NW3 1JH

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	Ms Asra Dunbar	Chair		
2	Ms Marimena Perrella	Treasurer		
3	Mr Christian Forsdyke	Secretary		
4	Ms Katharine Jane Chadwick	Co-Chair		
5	Ms Marimena Perrela	Assistant Treasurer		
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

NONE	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

NONE

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution (adopted on 2 April 1993; amended on 22 October 1993 and 19 June 1997)

How the charity is constituted
(eg. trust, association, company)

Association

Trustee selection methods
(eg. appointed by, elected by)

Election by members of the association

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 officers of the charity during this year were:

Chair: Ms Asra Dunbar
Treasurer: Ms Marimena Perrella
Secretary: Christian Forsdyke
Assistant Treasurer: Ms Marimena Perrella
Co-Chair: Ms Katharine Jane Chadwick

There are no fixed terms for the officer roles. The role of Chair is typically occupied for a two-year period because of its demanding nature; also for this reason the charity tries to appoint two parents serving as co-chairs in order to share the work.

As a policy, new officers are identified in the previous year and asked to 'shadow' current officers for 6 months prior to handover.

Section C Objectives and activities

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

The charity's objects are the support and advancement of the education of the pupils of the School. The charity organises various fundraising events in order to generate the funds to make grants payable to the School.

Two major grants are made regularly each year (Christ Church Arts Project and contribution to costs of printing, which releases funds for teaching purposes). Other grants are made each year according to the School's requests, and the funds available to the charity in the year. Grants are made to cover both activities and equipment (such as computers) that enrich the pupils' education.

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)

The Charity organises events (usually in the school premises) for families, which are open to the public. The two major annual events are the Christmas Fair and the Summer Fair. Other events (not necessarily held every year) include quiz nights, dances, international culture evenings, and wine-tasting evenings.

Events are organised in the school solely for the participation and benefit of pupils. These include: disco evenings (two regularly each year); film nights; after-school workshops (music, dance and arts); an annual bring-and-buy sale for Christmas presents; second-hand book sales and toy sales.

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.

Section D

Achievements and performance

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Achievements and performance

Summary of the main achievements of the charity during the year

- Community Engagement – inward:
Parental Engagement - positive shift across the years, with greater numbers involved, increased participation, suggestions and support with events and initiatives. Also resulting in several new generous individual donations.
School Staff engagement – Staff Appreciation Day, Ball.
SLT & Governors – first explorative discussion on collaborative leadership to further increase community engagement.
- Community building - broader:
Five local charities: Burgh House, Royal Free Gardening Charity, World Peace Garden, and ongoing collaborative discussions with Vale of Health Association (playground) and Hampstead and Heath Society. Rowan Atkinson, Robert Balyuzi, new sponsor (particular thanks to Dom, Asra and Kate)
- Classlist – significant improvements in Friends’ operational process efficiency, information source, ticketed sales, communication tool encouraging connection amongst parents (book club, beer club), potential revenue.
- Events – Future events diary to keep building on Arts and Culture that speaks to the community. Balance of child centric, family and parent centric events. Balance of community building initiatives vs fundraising.
Ball, International Evening, Staff Appreciation Day, Diwali and CNY at Burgh House, World Book Day, Discos, Fairs, Painting, Snack Shacks (particular thanks to many).
- Fundraising – almost doubled from last year, with two new revenue streams.
- Finances
 - Now organised on solid footing
 - Surplus currently small but should increase before next School year
 - More secure basis - donations, match funding and gift aid
 - Net income and grants this School year

Section E Financial review

Brief statement of the charity's policy on reserves

The charity has a target to maintain a minimum cash reserve of around £3,000 at all times. When the reserve is above this level the committee may seek to make additional grants to the school.

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.

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)	Asra Dunbar	
Position (eg Secretary, Chair, etc)	Chair	
Date	15/06/2019	