

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 August 2018  
for  
West Kirby Grammar School Fund

KM  
1st Floor, Block C  
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West Kirby Grammar School Fund

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for the Year Ended 31 August 2018

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West Kirby Grammar School Fund

Reference and Administrative Details  
for the Year Ended 31 August 2018

**TRUSTEES**

Mrs D Favager  
Mrs E Sargent (appointed 1.9.17)  
Mr S Clarke (appointed 1.4.18)

**PRINCIPAL ADDRESS**

Graham Road  
West Kirby  
Wirral  
CH48 5DP

**REGISTERED CHARITY NUMBER**

514834

**INDEPENDENT EXAMINER**

KM  
1st Floor, Block C  
The Wharf  
Manchester Road  
Burnley  
Lancashire  
BB11 1JG

Report of the Trustees  
for the Year Ended 31 August 2018

The trustees present their report with the financial statements of the charity for the year ended 31 August 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The purpose of the school fund, as set out in its rules, is to provide enhancement activities for the students of West Kirby grammar school and support for parents in financial need. The fund receives donations from parents, pupils, staff and the local community. The fund makes donations to chosen charities. It also enhances the education of students through development of the School's grounds and improving the school's resources.

The principal activity is to provide enhancement opportunities which will challenge, support and motivate students. In setting the school funds objectives and planning its activities, trustees have given careful consideration to the Charity Commission's general guidance on public benefit.

**Significant activities**

Students are given the opportunity to participate in many different visits each year. These are mainly organised by departments and range from numerous local trips and visits, which enhance the curriculum, to up to fifteen foreign visits each year to Europe, America and China.

Examples of recent trips include language visits to France, Germany, Spain and Italy, science visits to CERN, a geography expedition to Iceland and Religious Studies and History visits to Auschwitz and the First World War battlefields.

Expeditions to China take place on an annual or biennial basis, working with children in Inner Mongolia, as well as visiting Hong Kong and Beijing.

We also have a very successful Comenius partnership, which has been in existence since 2004. Our group of five schools has worked together on two large projects, the more recent of which can be viewed on the school website. This has allowed many students to take part in conferences in Poland, Finland, Germany and Hungary over the past two years; staying with families and experiencing life in different cultures from our own.

**FINANCIAL REVIEW**

**Financial position**

1.22. The report must contain a review of the charity's financial position at the end of the reporting period. To be undertaken by KM Accountants

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is governed by its rules which were adopted on 2nd February 1984, and is unincorporated. Trustees including the Headteacher are appointed by the Governing Body of West Kirby Grammar School.

Approved by order of the board of trustees on 3 December 2018 and signed on its behalf by:



Trustee

Statement of Trustees Responsibilities  
for the Year Ended 31 August 2018

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner's Report to the Trustees of  
West Kirby Grammar School Fund

**Independent examiner's report to the trustees of West Kirby Grammar School Fund**

I report to the charity trustees on my examination of the accounts of the West Kirby Grammar School Fund (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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Association of Charity Independent Examiners which is one of the listed bodies

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; or
3. the accounts do 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



M R Heaton FCCA FCIE DChA  
Association of Charity Independent Examiners  
KM  
1st Floor, Block C  
The Wharf  
Manchester Road  
Burnley  
Lancashire  
BB11 1JG

3 December 2018

West Kirby Grammar School Fund

Statement of Financial Activities  
for the Year Ended 31 August 2018

	Notes	Unrestricted fund £	Restricted funds £	31.8.18 Total funds £	31.8.17 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		159,604	177,983	337,587	514,198
<b>Total</b>		159,604	177,983	337,587	514,198
<b>EXPENDITURE ON</b>					
Charitable activities					
Equipment and activities		177,590	-	177,590	27,954
School trips		-	196,463	196,463	458,841
<b>Total</b>		177,590	196,463	374,053	486,795
<b>NET INCOME/(EXPENDITURE)</b>		(17,986)	(18,480)	(36,466)	27,403
Transfers between funds	5	36,243	(36,243)	-	-
<b>Net movement in funds</b>		18,257	(54,723)	(36,466)	27,403
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		40,090	89,622	129,712	102,309
<b>TOTAL FUNDS CARRIED FORWARD</b>		58,347	34,899	93,246	129,712

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

West Kirby Grammar School Fund

Balance Sheet

At 31 August 2018

	Notes	Unrestricted fund £	Restricted funds £	31.8.18 Total funds £	31.8.17 Total funds £
<b>CURRENT ASSETS</b>					
Cash at bank		59,097	34,899	93,996	130,462
<b>CREDITORS</b>					
Amounts falling due within one year	4	(750)	-	(750)	(750)
<b>NET CURRENT ASSETS</b>		<u>58,347</u>	<u>34,899</u>	<u>93,246</u>	<u>129,712</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>58,347</u>	<u>34,899</u>	<u>93,246</u>	<u>129,712</u>
<b>NET ASSETS</b>		<u><u>58,347</u></u>	<u><u>34,899</u></u>	<u><u>93,246</u></u>	<u><u>129,712</u></u>
<b>FUNDS</b>	5				
Unrestricted funds				58,347	40,090
Restricted funds				<u>34,899</u>	<u>89,622</u>
<b>TOTAL FUNDS</b>				<u><u>93,246</u></u>	<u><u>129,712</u></u>

The financial statements were approved by the Board of Trustees on 3 December 2018 and were signed on its behalf by:

Trustee *E. Sargent*

The notes form part of these financial statements



## 1. ACCOUNTING POLICIES

### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Taxation**

The charity is exempt from tax on its charitable activities.

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## 2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2018 nor for the year ended 31 August 2017.

### **Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 August 2018 nor for the year ended 31 August 2017.

## 3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	16,634	497,564	514,198
<b>Total</b>	<u>16,634</u>	<u>497,564</u>	<u>514,198</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Equipment and activities	27,954	-	27,954
School trips	-	458,841	458,841
<b>Total</b>	<u>27,954</u>	<u>458,841</u>	<u>486,795</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 August 2018

**3. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>NET INCOME/(EXPENDITURE)</b>	(11,320)	38,723	27,403
<b>Transfers between funds</b>	779	(779)	-
<b>Net movement in funds</b>	(10,541)	37,944	27,403
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	50,631	51,678	102,309
<b>TOTAL FUNDS CARRIED FORWARD</b>	40,090	89,622	129,712

**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.8.18 £	31.8.17 £
Other creditors	750	750

**5. MOVEMENT IN FUNDS**

	At 1.9.17 £	Net movement in funds £	Transfers between funds £	At 31.8.18 £
<b>Unrestricted funds</b>				
General fund	40,090	(17,986)	36,243	58,347
<b>Restricted funds</b>				
School trips and activities	79,622	(18,480)	(36,243)	24,899
Legacy - Deputy Head Girls Prize	10,000	-	-	10,000
	89,622	(18,480)	(36,243)	34,899
<b>TOTAL FUNDS</b>	129,712	(36,466)	-	93,246

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	159,604	(177,590)	(17,986)
<b>Restricted funds</b>			
School trips and activities	177,983	(196,463)	(18,480)
<b>TOTAL FUNDS</b>	337,587	(374,053)	(36,466)

5. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.9.16 £	Net movement in funds £	Transfers between funds £	At 31.8.17 £
<b>Unrestricted Funds</b>				
General fund	50,631	(11,320)	779	40,090
<b>Restricted Funds</b>				
School trips and activities	51,678	28,723	(779)	79,622
Legacy - Deputy Head Girls Prize	-	10,000	-	10,000
	<u>51,678</u>	<u>38,723</u>	<u>(779)</u>	<u>89,622</u>
<b>TOTAL FUNDS</b>	<u>102,309</u>	<u>27,403</u>	<u>-</u>	<u>129,712</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	16,634	(27,954)	(11,320)
<b>Restricted funds</b>			
School trips and activities	487,564	(458,841)	28,723
Legacy - Deputy Head Girls Prize	10,000	-	10,000
	<u>497,564</u>	<u>(458,841)</u>	<u>38,723</u>
<b>TOTAL FUNDS</b>	<u>514,198</u>	<u>(486,795)</u>	<u>27,403</u>

6. RELATED PARTY DISCLOSURES

West Kirby Grammar School Fund is a registered charity established and run by West Kirby Grammar School, a Charitable Company limited by guarantee. The School appoints the trustees and provides administration support to the charity. The Head Teacher of the School is a Trustee of the charity.