



# Charity Commission Annual Return 2018

## RIGHT CHOICE ACADEMY

Charity registration number: 1161957

Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.

This document is a record of the information provided in the Annual Return 2018.

**THIS DOCUMENT IS A DRAFT AND HAS NOT YET BEEN SUBMITTED.**

Do not send a printed copy of this document to the Charity Commission.

## PART A - Charity information

### Financial period

Financial period start date

01/07/2017

Financial period end date

30/06/2018

### Income and spending

Income £

£ 500

Spending £

£ 870

**Fundraising - professional fundraiser****Did your charity raise funds from the public?****Did the charity work with any professional fundraisers?****Fundraising - commercial participator****Did your charity work with any commercial participators?****Government contracts****During the financial period for this annual return, did the charity receive income from contracts (other than grant agreements) with central government or local authorities?****Government grants****During the financial period for this annual return, did the charity receive income from grants from central government or local authorities?****Income from outside the UK****Did your charity receive income from outside the UK?****Spending outside England & Wales****Did your charity operate outside England and Wales?****Select countries/territories your charity operated in during the financial period covered by this annual return**

- ☒ Ireland
- ☒ Scotland

Ireland

£ 0

Scotland

**Total Spending outside England & Wales**

£ 0

## Spending outside England & Wales

**When spending money or working outside England and Wales, did your charity transfer money other than using the regulated banking system?**

No

## Spending outside England & Wales

**Did your charity have procedures and controls in place to monitor expenditure outside England and Wales?**

Yes

**Are the trustees satisfied that your charity's risk management policies and procedures adequately covered activities and spending outside England and Wales?**

Yes

## Trading subsidiaries

**Did the charity have any subsidiaries?**

No

## Trustee payments

**Did any of the trustees receive any remuneration, payments or benefits from the charity other than refunds of legitimate trustee expenses?**

No

**Did any of the trustees resign and then take up employment with the charity?**

No

## Employees' salaries

Did any of your charity's staff receive total employee benefits of £60,000 or more?

No

What was the value of the total employee benefits provided by your charity to its highest paid employee?

£ 0

## Volunteers

How many UK volunteers, excluding trustees, did the charity have during the financial period?

6

## Financial controls

Did your charity review its internal financial controls?

Yes

## Safeguarding

Has the charity obtained a Disclosure and Barring Service (DBS) check on all trustees, employees and volunteers in eligible positions?

Yes

## Privacy statement

Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or
- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.

**We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:**

- **we can lawfully do so; and**
- **we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest**

**Information we collect about you**

**We will use this information:**

**To enable us to carry out our statutory functions and duties;**

**This will include the following actions:**

- (a) update, consolidate, and improve the accuracy of our records;**
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;**
- (c) data analysis, testing, research, statistical and survey purposes**

**Information we receive from other sources.**

**Information we receive from other sources**

**We may combine this information with information you give to us and information we collect about you.**

**We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).**

**We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.**

**The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.**

**As a 'data controller' under the Act, the Charity Commission must comply with it. Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form.**

**Please check back frequently to see any updates or changes to our privacy policy.**

## **Declaration**

**This annual return has not been submitted and no Declaration has been made**

**RIGHT CHOICE ACADEMY**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2018**

Charity Registration No. 1161957

# RIGHT CHOICE ACADEMY

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr B D Jones Mr H L Burns Mr K P Holland Mr P Wagner Mr J Swallow Miss H Swallow
<b>Charity number</b>	1161957
<b>Principal address</b>	Woodleigh Hall Farm Knott Lane Rawdon Leeds LS19 6JT
<b>Accountants</b>	Naylor Wintersgill Limited Carlton House Grammar School Street Bradford BD1 4NS
<b>Bankers</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Mailling Kent ME19 4JQ

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# RIGHT CHOICE ACADEMY

## CONTENTS

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	<b>Page</b>
Trustees report	1 - 2
Statement of Trustees responsibilities	3
Accountants' report	4
Statement of financial activities	5
Balance sheet	6
Notes to the accounts	7 - 12

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# RIGHT CHOICE ACADEMY

## TRUSTEES REPORT

### *FOR THE YEAR ENDED 30 JUNE 2018*

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The Trustees present their report and financial statements for the year ended 30 June 2018.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "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**

The objects of the charity are to advance in life and help young people, especially but not exclusively through outdoor leisure time activities, so as to develop their skills and capabilities to enable them to participate in society as independent, mature and responsible individuals. To provide or assist in the provision of outdoor activities in the interests of social welfare for recreation or other leisure time occupation of the public generally or or individuals who have need of such facilities by reason of their youth, age infirmity or disability, financial hardship or social circumstances, with the object of improving their conditions of life.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

#### **Achievements and performance**

The trustees regret that the charity has not been able to provide sailing experiences and educational facilities to young people and vulnerable adults in the year to 30th June 2018. It intends to recommence these activities in the forthcoming year.

In the year to 30th June 2017 the Sir George Martin Trust provided a grant of £2,000 for the purchase of equipment. This equipment has not been purchased by the charity during the year to 30th June 2018 but will be purchased in the year to 30th June 2019.

#### **Financial review**

During the year the Charity received income of £500 (2017 £3,444), and incurred expenditure from unrestricted funds of £870 (2017 £430) resulting in a net decrease in funds of £370 (2017 increase £3,014). At the year end reserves restricted stood at £2,000 (2017 £2,000) and unrestricted reserves stood at £2,396 (2017 £2,766).

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# RIGHT CHOICE ACADEMY

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 JUNE 2018**

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### **Structure, governance and management**

The Charity is a charitable incorporated organisation registered 2 June 2015 and governed by its foundation.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Mr B D Jones

Mr H L Burns

Mr K P Holland

Ms R J A Compton

(Resigned 13 November 2017)

Mr P Wagner

Mr J Swallow

Miss H Swallow

Trustees are selected through interview with the board based on the skills which they can bring to the charity. Trustees are trained through support from their fellow Trustees.

The Trustees report was approved by the Board of Trustees.

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**Mr J Swallow**

Trustee

Dated: .....

# **RIGHT CHOICE ACADEMY**

## **STATEMENT OF TRUSTEES RESPONSIBILITIES**

***FOR THE YEAR ENDED 30 JUNE 2018***

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The Trustees are responsible for preparing the Trustees Report 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 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 of the Charity for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and 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.

# **RIGHT CHOICE ACADEMY**

## **CHARTERED ACCOUNTANTS' REPORT TO THE TRUSTEES ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF RIGHT CHOICE ACADEMY FOR THE YEAR ENDED 30 JUNE 2018**

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As described on page 3 you are responsible for the preparation of the accounts for the year ended 30 June 2018 which comprise the Statement of Financial Activities, the Balance Sheet and related notes and you consider that the charity is exempt from an audit and an independent examination. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities from the accounting records and information and explanations supplied to us.

**Naylor Wintersgill Limited**

**Chartered Accountants**

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Carlton House  
Grammar School Street  
Bradford  
BD1 4NS

# RIGHT CHOICE ACADEMY

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 30 JUNE 2018**

		Unrestricted funds 2018 £	Restricted funds 2018 £	Total 2018 £	Total 2017 £
	Notes				
<b><u>Income from:</u></b>					
Donations and legacies	3	500	-	500	3,444
		<hr/>	<hr/>	<hr/>	<hr/>
<b><u>Expenditure on:</u></b>					
Charitable activities	4	870	-	870	430
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		(370)	-	(370)	3,014
Fund balances at 1 July 2017		2,766	2,000	4,766	1,752
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Fund balances at 30 June 2018</b>		2,396	2,000	4,396	4,766
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# RIGHT CHOICE ACADEMY

## BALANCE SHEET

AS AT 30 JUNE 2018

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	Notes	2018 £	£	2017 £	£
<b>Current assets</b>					
Cash at bank and in hand		4,996		5,156	
<b>Creditors: amounts falling due within one year</b>	<b>9</b>	(600)		(390)	
		<u>          </u>		<u>          </u>	
Net current assets			4,396		4,766
			<u>          </u>		<u>          </u>
<b>Income funds</b>					
Restricted funds	<b>10</b>		2,000		2,000
Unrestricted funds			2,396		2,766
			<u>          </u>		<u>          </u>
			4,396		4,766
			<u>          </u>		<u>          </u>

The financial statements were approved by the Trustees on .....

.....  
Mr J Swallow  
**Trustee**

# RIGHT CHOICE ACADEMY

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2018

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#### 1 Accounting policies

##### Charity information

Right Choice Academy is a Charitable Incorporated Organisation registered on 2 June 2015 and governed by its foundation.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's [governing document], the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

##### 1.4 Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# RIGHT CHOICE ACADEMY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2018

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### 1 Accounting policies

(Continued)

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

#### 1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.



# RIGHT CHOICE ACADEMY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2018

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Total
	2018 £	2018 £	2018 £	2017 £
Donations and gifts	500	-	500	1,444
Grants received	-	-	-	2,000
	<u>500</u>	<u>-</u>	<u>500</u>	<u>3,444</u>
<b>For the year ended 30 June 2017</b>	<u>1,444</u>	<u>2,000</u>		<u>3,444</u>
<b>Grants receivable for core activities</b>				
George Martin Trust	-	-	-	2,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,000</u>

### 4 Charitable activities

	2018 £	2017 £
Share of support costs (see note 5)	270	40
Share of governance costs (see note 5)	600	390
	<u>870</u>	<u>430</u>

# RIGHT CHOICE ACADEMY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2018

### 5 Support costs

	Support costs	Governance costs	2018	2017
	£	£	£	£
Bank charges	60	-	60	40
Sundry	210	-	210	-
Accountancy	-	600	600	390
	<u>270</u>	<u>600</u>	<u>870</u>	<u>430</u>
Analysed between Charitable activities	<u>270</u>	<u>600</u>	<u>870</u>	<u>430</u>

All support costs are allocated in full to the only charitable activity.

### 6 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the current or prior year.

### 7 Employees

There were no employees during the current or prior year.

### 8 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 9 Creditors: amounts falling due within one year

	2018	2017
	£	£
Accruals	<u>600</u>	<u>390</u>

# RIGHT CHOICE ACADEMY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2018

### 10 Funds

#### 2018

	Balance at 1 July 2017 £	Movement in funds		Balance at 30 June 2018 £
		Incoming resources £	Resources expended £	
General	2,766	500	(870)	2,396
Restricted	2,000	-	-	2,000
	<u>4,766</u>	<u>500</u>	<u>(870)</u>	<u>4,396</u>

#### 2017

	Balance at 1 July 2016 £	Movement in funds		Balance at 30 June 2017 £
		Incoming resources £	Resources expended £	
General	1,752	1,444	(430)	2,766
Restricted	-	2,000	-	2,000
Total	<u>1,752</u>	<u>3,444</u>	<u>(430)</u>	<u>4,766</u>

Restricted funds comprises of The George Martin Trust grant, to be spent on equipment.

### 11 Analysis of net assets between funds - 2018

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 30 June 2018 are represented by:			
Current assets/(liabilities)	2,396	2,000	4,396
	<u>2,396</u>	<u>2,000</u>	<u>4,396</u>

### Analysis of net assets between funds - 2017

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 30 June 2017 are represented by:			
Current assets/(liabilities)	2,766	2,000	4,766
	<u>2,766</u>	<u>2,000</u>	<u>4,766</u>

# **RIGHT CHOICE ACADEMY**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)** ***FOR THE YEAR ENDED 30 JUNE 2018***

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### **12 Related party transactions**

There were no disclosable related party transactions during the year.