

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020
FOR
BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION**

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

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for the year ended 31 JULY 2020**

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BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**CHARITY INFORMATION
for the year ended 31 July 2020**

COMMITTEE OFFICERS: Stuart Smallwood
Rob Jones
Julia Forder
Tarun Khurana
Kate Doyle

SECRETARY: Nicolette Beardsmore

PRINCIPAL ADDRESS: 11 The Close
Salisbury
SP1 2ED

CHARITY REGISTRATION NUMBER: 1081166

INDEPENDENT EXAMINER: R M V Allen FCA
Fawcetts LLP
Chartered Accountants
Windover House
St Ann Street
Salisbury
SP1 2DR

BANKERS: Lloyds Bank plc
38 Blue Boar Row
Salisbury
SP1 1DB

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

COMMITTEE ANNUAL REPORT for the year ended 31 July 2020

The committee present their report with the financial statements of the charity for the year ended 31 July 2020.

COMMITTEE

Committee officers are elected at the AGM. The Chairman can serve for a maximum period of two years. The committee meet at least once a term. The committee officers during the year under review were:

Stuart Smallwood	- President
Wijendra Peiris	- Chair (resigned 4 February 2021)
Rob Jones	- Chair (appointed 4 February 2021), previously Vice Chair (appointed 7 November 2019)
Julia Forder	- Treasurer (appointed 7 November 2019)
Paul Tayler	- Treasurer (resigned 7 November 2019)
Tarun Khurana	- Assistant Treasurer (appointed 7 November 2019)
Nicolette Beardsmore	- Secretary
Kate Doyle	- Assistant Secretary (appointed 7 November 2019)

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is governed by its constitution document drawn up when the charity became registered on 17 June 1996.

Appointment of committee officers is governed by the constitution document which states that they shall be elected at the Annual General Meeting.

OBJECTS AND ACTIVITIES

The Association's objective is to have an appropriate level of income reserve and to assist the financial support of the School on a year-on-year basis.

The aims of the Association are:-

- To advance the education of pupils at the School.
- To ensure the fullest possible contact between members and the School.
- To develop and maintain the status, freedom, interest and traditions of the School.
- To raise a fund by voluntary contribution, to be called the "Parents' Fund".

The trustees confirm that they have complied with the duty in s17(5) of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit, including 'Public benefit: reporting' [PB3].

ACHIEVEMENTS AND PERFORMANCE

The achievements of the charity for the financial year are included within the Chairman's Report on page 4.

The notes form part of these financial statements

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**COMMITTEE ANNUAL REPORT
for the year ended 31 July 2020**

RESERVES POLICY

Bishop Wordsworth's School Parents' Association is run as an independent charity, and is responsible for its internal functions. The charity's policy is to hold approximately £2,000 in reserves in the eventuality of the charity losing a primary source of income or having to close down completely. At 31 July 2020 free reserves amounted to £10,335.

ON BEHALF OF THE COMMITTEE:

Rob Jones - CHAIR

4 February 2021

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

REPORT OF THE CHAIR for the year ended 31 July 2020

Ladies and Gentlemen,

It has been my pleasure to Chair the Bishop Wordsworth's School Parents' Association for the past year. We have had an eventful year and have still managed to raise funds for the school as well as running social events and fostering a sense of community in the school which is an important part of our remit.

The year started off well, full of hope and excitement for what was going to be a challenging year in finding workable but exciting projects to raise funds for the boys and the first intake of 6th Form girls to Bishop Wordsworth's School.

In September 2019 we had five Year 7 House Groups to 'Skittles and Curry' at the Black Horse in West Tytherley – a chance for new parents and new boys to the school to get to know each other in a relaxed setting. A chance for the BWSPA to explain a little more about our roles and how our fundraising efforts support the pupils; explaining how as a Grammar School we don't get the same levels of State Funding that a Comprehensive does and certainly nothing like that of a fee-paying establishment. We hope that a few WhatsApp Groups were created and are still used by parents, as sometimes the transition from Primary to Secondary means communication channels are lost. Through this evening we raised approximately £760 after expenses.

In October the Committee agreed to fund requests from the school for repairs to the Sports Field shed roof and sliding doors; to provide bean bags for relaxed seating in the Chapel; and replace disc sanders in the Design & Technology department for a total of around £2,500.

In November Committee members and a strong team of volunteers put together a successful Christmas Fayre, raising a staggering £2,050 after expenses and the Christmas Raffle raised around £730. Unfortunately, this year Christmas parking was no longer an option to be held on the school grounds which dented our fundraising efforts.

The Family Quiz in February 2020 was an amazing success. The lure of fish and chips meant the event was oversubscribed with 126 tickets sold. The quiz was an outstanding success raising not only a feel-good factor but in addition nearly £700 after expenses for our fundraising activities. Thank you to Nicolette and Phil for being excellent hosts and quiz masters and the team behind supporting with the logistics and running the event.

In March the Committee meeting discussions were focussed on COVID-19 and the potential impact on the school and our supporting role, members agreed to fund requests for further table tennis tables and two new basketball hoops of around £3,000 for the school playground.

The Committee held informal Zoom meetings in May and July as no face-to-face meetings could be held because of COVID-19 restrictions.

The Second User Uniform Sales raised an amazing £517 in the period of limited access to school due to restrictions; our thanks to Nicolette, her helpers and to the parents with their generosity of uniform donations.

Sadly, with the COVID-19 restrictions, for the rest of the financial year we have had to suspend all our usual social fundraising events after February 2020.

In total, during 2019/20 we have received a total of £11.5k from our fundraising initiatives, which, as expected, was quite a drop from 2018/19's £19.7k.

I am proud to say that the BWSPA Committee have still managed to support the school through adversity and with the help of reserve funds for any project requests made.

Kind regards

Wijendra Peiris

Chair BWSPA (for the year ended 31 July 2020)

The notes form part of these financial statements

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 July 2020**

	Notes	Total Unrestricted 2020 £	Total Unrestricted 2019 £
INCOME FROM:			
Donations		996	365
Other trading activities			
Fundraising		11,501	19,715
Investments	3	2	1
		<hr/>	<hr/>
TOTAL INCOME		<u>12,499</u>	<u>20,081</u>
EXPENDITURE ON:			
Raising funds		6,864	8,488
Charitable activities			
Donations to Bishop Wordsworth's School		5,766	4,239
		<hr/>	<hr/>
TOTAL EXPENDITURE		<u>12,630</u>	<u>12,727</u>
NET (EXPENDITURE) / INCOME	2	(131)	7,354
Total funds brought forward at 1 August 2019		<u>10,466</u>	<u>3,112</u>
TOTAL FUNDS CARRIED FORWARD at 31 July 2020		<u><u>10,335</u></u>	<u><u>10,466</u></u>

Total recognised gains and losses

The charity has no recognised gains or losses other than the surplus or (deficit) for the current or previous year.

Continuing operations

None of the charity's activities were acquired or discontinued during the current or previous year.

All of the charity's income and expenditure arises from unrestricted funds.

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**BALANCE SHEET
31 July 2020**

		2020		2019	
	Notes	£	£	£	£
CURRENT ASSETS:					
Debtors	4	49		1,280	
Cash at bank and in hand		<u>11,066</u>		<u>10,175</u>	
		11,115		11,455	
CREDITORS: Amounts falling due within one year					
	5	<u>780</u>		<u>989</u>	
NET CURRENT ASSETS:			<u>10,335</u>		<u>10,466</u>
TOTAL ASSETS LESS CURRENT LIABILITIES:			<u>£ 10,335</u>		<u>£ 10,466</u>
FUNDS:					
Unrestricted fund: general			<u>10,335</u>		<u>10,466</u>
TOTAL CHARITY FUNDS:			<u>£ 10,335</u>		<u>£ 10,466</u>

The financial statements were approved and authorised for issue by the Committee on 4 February 2021 and signed on its behalf by:

.....
Rob Jones - CHAIR

.....
Julia Forder – TREASURER

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 July 2020

1. ACCOUNTING POLICIES

Accounting convention

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis. The financial statements are prepared in Sterling (£) which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Fund accounting

Unrestricted funds are available for use at the discretion of the committee in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the committee for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Income recognition

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2020**

2. DETAILED INCOME AND EXPENDITURE ACCOUNT – for the year ended 31 July 2020

	2019/2020			2018/2019
	Income	Expenditure	Surplus/ (Deficit)	Surplus/ (Deficit)
	£	£	£	£
Donations & covenants	996	-	996	365
Easyfundraising.org.uk initiative	308		308	332
Interest	2	-	2	1
Amazon Smile	80	-	80	14
Uniform sales	517	-	517	509
Donations to school	-	5,766	(5,766)	(4,239)
Christmas car parking	-	-	-	1,643
Christmas and Summer draws	1,828	409	1,419	2,438
Fathers & Sons evening	-	-	-	68
Mothers & Sons evening	-	-	-	433
Parents' evenings	89	93	(4)	(18)
Quiz night	1,734	1,049	685	226
Skittles nights	2,746	1,984	762	523
Smartie tubes	-	-	-	638
Theatre performance	-	-	-	301
Winter fayre	2,215	157	2,058	1,850
1000 Club	1,984	2,204	(220)	2,777
Miscellaneous	-	225	(225)	(117)
PA system equipment	-	353	(353)	-
Independent examiner's fee	-	390	(390)	(390)
	<u>12,499</u>	<u>12,630</u>	<u>(131)</u>	<u>7,354</u>
Surplus / (Deficit) for the period	<u>12,499</u>	<u>12,630</u>	<u>(131)</u>	<u>7,354</u>

3. INCOME FROM INVESTMENTS

All of the charity's income from investments arises from an interest bearing deposit account.

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 July 2020**

4. DEBTORS

	2020	2019
	£	£
Prepayments and accrued income	<u>49</u>	<u>1,280</u>
	<u>49</u>	<u>1,280</u>

5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Accruals and deferred income	<u>780</u>	<u>989</u>
	<u>780</u>	<u>989</u>

6. ALLOCATION OF THE CHARITY NET ASSETS

The net assets are held as unrestricted funds:

	Net Current Assets £	Total £
General purposes	10,335	10,335
	<u>10,335</u>	<u>10,335</u>
Total	<u>10,335</u>	<u>10,335</u>

7. COMMITTEE COSTS

The key management personnel of the charity comprise the committee officers. None of the committee officers received any remuneration or reimbursed expenses during the year.

BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION

**INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 July 2020**

	2020		2019	
	£	£	£	£
Income:				
Donations & covenants	996		365	
Easyfundraising.org.uk initiative	308		381	
Amazon smile	80		14	
Uniform sales	517		509	
Christmas car parking	-		2,070	
Christmas and Summer draws	1,828		3,757	
Fathers & Sons evening	-		1,103	
Mothers & Sons evening	-		1,338	
Parents' evenings	89		280	
Quiz night	1,734		597	
Skittles nights	2,746		2,300	
Smartie tubes	-		670	
Theatre performance	-		677	
Winter fayre	2,215		2,162	
1000 Club	<u>1,984</u>		<u>3,857</u>	
		12,497		20,080
Other income:				
Interest		<u>2</u>		<u>1</u>
		12,499		20,081
Expenditure:				
Donations to Bishop Wordsworth's school	5,766		4,239	
Easyfundraising.org.uk initiative	-		49	
Christmas car parking	-		427	
Christmas and Summer draws	409		1,319	
Fathers & Sons evening	-		1,035	
Mothers & Sons evening	-		905	
Parents' evenings	93		298	
Quiz night	1,049		371	
Skittles nights	1,984		1,777	
Smartie tubes	-		32	
Theatre performance	-		376	
Winter fayre	157		312	
1000 Club	2,204		1,080	
Independent examiner's fee	390		390	
PA system equipment	353		-	
Miscellaneous	<u>225</u>		<u>117</u>	
		12,630		12,727
NET (EXPENDITURE) / INCOME		<u>£ (131)</u>		<u>£ 7,354</u>

This page does not form part of the statutory financial statements

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF BISHOP WORDSWORTH'S SCHOOL PARENTS' ASSOCIATION**

I report to the charity trustees on my examination of the accounts of Bishop Wordsworth's School Parents' Association for the year ended 31 July 2020, which are set out on pages 2 to 10.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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 charity 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) Regulation 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 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.

R M V Allen FCA
Fawcetts LLP
Chartered Accountants
Windover House
St Ann Street
Salisbury
SP1 2DR

Date: