

The Friends of Bishop Gilpin
Report and Financial Statements
Year ended 31st July 2018
Charity number 1060709

THE FRIENDS OF BISHOP GILPIN
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2018

The Trustees present their annual report and financial statements of the charity for the year ended 31st July 2018. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/14

About the Friends of Bishop Gilpin

The Friends of Bishop Gilpin or “**FOBG**” is the name for the Parent-Teacher Association of Bishop Gilpin Church of England Primary School. The word ‘Friends’ was included in the name to reflect that the inclusion of the wider Bishop Gilpin, “**BG**” community which includes ex-pupils and ex-staff, the churches linked to the school and local businesses.

FOBG looks to raise money in a fun, community-oriented way to finance both facilities and equipment that cannot be funded by the main school budget. In addition FOBG also provides links between the school and parents and organises social activities that bring members of the school community together.

Every current BG parent and all the staff are automatically members of the Friends – there is no signing-up process. FOBG is managed by a committee of parents, in partnership with the Head teacher and the Governors, on behalf of all the parents. The committee meets every half term. The school and the Governors work closely with FOBG to ensure that the fundraising and projects that both the BG School Fund and FOBG undertake fit alongside each other to maximise the potential for school improvement. The committee encourages all parents to come along to one of these meetings to see for themselves what we do.

FOBG is a lively and active organisation and we put on events for both children and parents throughout the year – usually one social and one fund-raising event per term. We also organise smaller treats and events for the children, as well as providing refreshments at school events.

Financial Review

FOBG's work is entirely reliant on the income generated from its fund raising activities and donations. During the year ended 31st July 2018, FOBG raised a net figure of £40,939 (2017- £32,906). This year saw some new fund raising ideas like the highly entertaining Bingo Night, the Smartie Challenge and the extremely successful BG School Marathon work well alongside the traditional favourites.

During the year, we allocated a total of £56,508 towards school refurbishment and equipment. Over £12,000 was spent towards library stock and supplies using up all previously ringfenced assets. The largest single expenditure this year was the contribution to the Front of School project, at £40,609. The funds raised from the Marathon will go towards the Front of School and although nothing else is currently ringfenced, we expect this project to be a big call on assets in the future. We have agreed to ringfence a further £4000 for the library for the 2018/19 academic year. As per prior years we also provided funds towards the cost of whole school workshops and school celebrations. We continue to support Mabale, a rural primary school in Zimbabwe which we've been fund raising for since 2009 where we work with a conservation charity to ensure all the funds are spent and handled correctly.

The Committee would like to thank everyone involved with the fundraising efforts – parents, teachers, supporting companies and last, but not least, the children of BG!

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Risk Management

FOBG does not invest or put on deposit any funds raised. All funds raised are held as cash in recognised financial institutions, Barclays Bank PLC, Pay Pal UK and Virgin Giving until they are allocated for expenditure by the committee. The principal risk faced by the FOBG is therefore counter party credit risk to its bankers for the cash held on its behalf.

Reserves Policy

The Trustees aim to ensure that FOBG is never overdrawn. There is are no formal reserves, with all cash being available for expenditure

Plans for the future

The FOBG have made a commitment to continue to support the school library and anticipate further funds to be allocated during the year ending 31st July 2019. In addition, the School has requested that FOBG continue contribute to the cost of renovating the front of school to make it at safer and more pleasant environment for the children, staff, parents and cares alike.

Structure, governance and management

FOBG is a registered charity and is led by parents at the school. The object of the FOBG is to advance the education of pupils in the School in particular by engaging in fund raising activities and providing facilities and equipment, in all cases in keeping with the ethos and aims of the School.

The Friends of Bishop Gilpin is a registered charity, number 1060709, and is constituted by its governing document as adopted 26 January 1997 and as amended 9 October 2009. It is run by a committee of up to ten elected trustees. The Head of School and one member of staff of the school and either one Governor or member of the clergy from the Wimbledon Team Ministry (if invited to the membership by the committee) are invited as ex officio members

A member may be elected to serve for two terms but may be elected for a third term only with the approval of the committee

The committee must hold at least three meetings in every academic year and usually meets the second Tuesday of every half term.

The full constitution of the FOBG is available on request to either the Secretary or the Treasurer

Trustees for the year ended 31st July 2018

Re-elected 14/10/16

Christina Sally Le Marquand
Jo Whelan
Cath Harrop
Kate Oppenheim
Lara Ward

New appointments 14/10/16

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Alexandra Richardson
Deborah Poulter
Lyndsey Duncan
Elisse Thompson

New appointments 25/4/17
Katherine Harris

New resignations 21/7/18
Christina Sally Le Marquand

Ex-officio members
Mr M Ball (re-elected 14/10/16)
Charlotte Edgar (elected 14/10/16)

Ex-officio Changes post 31.7.17
J Bray (resigned 12/9/17)
J Kingsley (elected 12/9/17)

Treasurer
Deborah Poulter (appointed 10/1/17)

Address
18 Springfield Road, Wimbledon SW19 7AL

Bankers
Barclays Bank plc, Alexandra Road, Wimbledon

Independent Examiner
Kezia York

THE FRIENDS OF BISHOP GILPIN
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 JULY 2018

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standard (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of the resources, of the charity for that period. In preparing the financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the applicable 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;
- 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 that 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 applicable Charities (Accounts and Reports) Regulations, and the provision of the Constitution. They are also responsible for the safeguarding of the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legalisation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from the legislation in other jurisdictions.

Approved by the Trustees on the 12th October 2018 and signed on their behalf by



D Poulter

THE FRIENDS OF BISHOP GILPIN
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JULY 2018

I report on the accounts of the charity for the year ended 31 July 2018 which are set out on pages 6 to 11.

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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 Acthave 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.



Kezia York BSc ACA
90 Woodmere Avenue
Croydon
Surrey
CR0 7PF

Date

THE FRIENDS OF BISHOP GILPIN
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2018

		Total Funds 2018 £	Total Funds 2017 £
	Note		
Incoming resources			
Donations	3	8,474	3,304
Activities for generating funds	4	44,120	44,615
Investment income		5	1
		<hr/> 52,599	<hr/> 47,920
Resources expended			
Costs of generating funds	4	11,655	15,013
Charitable expenditure	5	56,508	39,530
		<hr/> 68,163	<hr/> 54,543
Net (expenditure)/income		(15,564)	(6,623)
Total Funds brought forward		<hr/> 44,745	<hr/> 51,368
Total Funds carried forward		<hr/> 29,181	<hr/> 44,745

The charity did not have any restricted funds during the year ended 31 July 2018 or for the year ended 31 July 2017.

THE FRIENDS OF BISHOP GILPIN
BALANCE SHEET
FOR THE YEAR ENDED 31 JULY 2018

	Note	Total Funds 2018 £	Total Funds 2017 £
<i>Current Assets</i>			
Debtors		3,590	1,860
Cash at bank and in hand	6	<u>26,563</u>	<u>47,204</u>
Total Current Assets		30,153	49,064
<i>Liabilities</i>			
Creditors falling due within one year	7	(972)	(4,319)
Total assets less current liabilities		<u>29,181</u>	<u>44,745</u>
 Represented By:			
Reserves			
Unrestricted funds		28,831	44,745
Carried forward		<u>23,831</u>	<u>44,745</u>

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The charity did not have any restricted funds during the year ended 31 July 2018 or for the year ended 31 July 2017.

The notes on pages 8 to 11 form part of these accounts.

Approved by the trustees on 12th October 2018 and signed on their behalf by:

D Poulter

THE FRIENDS OF BISHOP GILPIN
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2018

Notes to the accounts

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and applicable regulations.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required.

(c) Restricted Funds

No funds are restricted.

(d) Income Recognition

All income is recognised on an actual basis and only once the charity has received the income. Donations, are recognised only upon receipt and when any accompanying conditions have been met. Interest on funds held are recognised only upon receipt.

(e) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure and proof of that liability has been received.

2. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2016: £nil). No expenses are incurred by the trustees in their role as trustee.

3. Voluntary income

	2018 £	2017 £
Donations and sponsorship	<u>8,474</u>	<u>3,304</u>

THE FRIENDS OF BISHOP GILPIN
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2018

4. Activities for generating funds

Fund Raising	Income	Expenses	Surplus 2018	2,017
Events	£	£	£	£
Advertisements	-	-	-	1,785
AGM	-	-	-	149
Amazon	11	-	11	-
Bag2School	924	-	924	520
Bingo	2,444	1,156	1,288	-
Cake Sales	1,224	-	1,224	-
Christmas	6,051	4,158	1,893	1,921
Concerts	42	-	42	64
Cotswold Challenge	44	-	44	4,013
Fairs	14,198	2,002	12,195	13,330
fund raising equipment	-	117	117	603
Gift aid	1,691	-	1,691	991
GiveAsYouLive	534	-	534	685
Magic show	-	-	-	2,248
Marathon	6,383	160	6,223	-
Misc	- 35	525	560	312
Other	-	-	-	270
Panto	4,497	1,785	2,713	2,744
Quiz	2,724	671	2,054	1,710
Smarties Challenge	1,578	193	1,385	-
Summer Social	1,429	888	541	503
Uniform sale	382	-	382	401
Total Contribution plus				
Interest	44,120	11,655	32,465	32,249

THE FRIENDS OF BISHOP GILPIN
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2018

5. Charitable expenditure

	2018
	£
Christmas	152
Eco Council	80
Equipment	925
Founders Day	596
Front of School	40610
Library	12502
Mabale	547
Misc	96
Workshop	1000
	<u>56508</u>

6. Debtors

	2018	2017
	£	£
Trade debtors	<u>3,590</u>	<u>1860</u>

7. Creditors

	2018	2017
	£	£
Trade creditors	<u>972</u>	<u>4319</u>

8. Commitments

THE FRIENDS OF BISHOP GILPIN
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2018

Funds committed during the 2018 financial year and not included in purchases for school include:

Ring fenced for library	£ 4,000
Ring Fenced for Front of School	<u>£ 7,132</u>
	<u><u>£11,132</u></u>

9. Independent Examiners remuneration

The Independent examiners freely gives time and expertise without any form of remuneration or other benefit in cash or kind (2017: £nil). No expenses are incurred by Independent Examiner