

GREAT AND LITTLE LEIGHS EDUCATIONAL CHARITY

(BRITISH SCHOOL, GREAT LEIGHS)

ANNUAL REPORT 2019/20



Registered Charity No. 1045120

**GREAT AND LITTLE LEIGHS EDUCATIONAL CHARITY
(BRITISH SCHOOL, GREAT LEIGHS)**

Registered Charity No. 1045120

ANNUAL REPORT 2019/20

1. INTRODUCTION

This Annual Report is prepared in accordance with the requirements of the Charity Commission. It is the twenty eighth such report, the first relating to the financial year 1992/93. This report covers the financial year 2019/20.

2. BACKGROUND

- 2.1 On 14 February 1983 the Charity Commissioners for England and Wales made a Scheme for the regulation of the Charity known as the British School, Great Leighs.
- 2.2 The Scheme provides for the administration of the Charity by five Trustees who comprise two appointed by Essex County Council, as Local Education Authority; one by the British and Foreign School Society; and two Co-optative Trustees.
- 2.3 The Trustees decided at an early stage that, for ease of understanding, the Scheme be administered under the title of "Great and Little Leighs Educational Charity".

3 TRUSTEES

- 3 The Trustees are:

Appointed by Essex County Council

Mr R Berkley
Mr V. R. Rust

Appointed by the British and Foreign School Society

Mr G T Kingsley

Co-optative Trustees

Mr D Marcus
Mrs B Young

Trustee Designate

Mrs S Bunton
Mr P Cooke

We were pleased to welcome Mr P Cooke as a new Trustee Designate and to re-appoint Mrs S Bunton who makes an enormous contribution as our Correspondent.

4 INCOME

- 4.1 Our principal source of income arises from the sale in 1988 of the former premises of the Great Leighs Primary School, the site of which was the subject of a conveyance and trust establishing the Charity in 1845.
- 4.2 With the consent of the Charity Commissioners, the Trustees invested the proceeds from the sale in trust for the benefit of the Charity.

4.3 In subsequent years, the Trustees have felt it prudent to add to the investments, so increasing the interest earned annually for the benefit of today's young people as well as ensuring the interests of future generations.

4.4 The investments are reviewed on a regular basis.

5 POLICY FOR AWARDING GRANTS

5.1 The Trustees are empowered, under the terms of the Scheme regulating the Charity, to apply the income for educational purposes in accordance with the extract from the Scheme in Annex A of this report.

5.2 The Trustees aim to assist young people under the age of 25 living within Great and Little Leighs, whatever their background, with furthering their education and training.

5.3 All requests for grant are dealt with on educational merit. There is no means test.

5.4 Subject to the support of the course tutor or employer, grants will be given towards the purchase of text books, laptops/notebooks, equipment, tools, materials and specialist clothing. Help may also be given towards the cost of approved study visits at home or abroad.

Those eligible are:

- sixth form students
- students at university or college, attending either full or part-time courses
- young people at work undertaking an apprenticeship or other recognised vocational and skills training.

5.5 Resources do not allow grants to be given for course tuition fees, or travel to or from school or university/college.

5.6 Where a young person is planning to take a year out travelling overseas before going to university, grants will be considered towards travel costs in cases where they are undertaking humanitarian work under the auspices of a recognised charity. Normally, applicants will be expected to raise part of the overall costs involved. Each case will be considered on merit and require supporting evidence from the participating charity.

5.7 The Trustees may, in consultation with a child's school, give a grant where a child has been determined as having special educational needs or disabilities (SEND) or are the subject of an education, health and care (EHC) plan.

5.8 Consideration will be given to applications for grant towards the payment of fees for advanced music tuition or scholarship.

5.9 Grants will be made to local organisations working with young people.

5.10 Support will be given to Great Leighs County Primary School and Chelmer Valley High School, as the local catchment area secondary school.

6 GRANTS IN THE YEAR TO 31 MARCH 2020

6.1 We met on 23 October 2019. Our meeting arranged for 18 March was cancelled due to the Covid-19 lockdown; We were, however, able to deal with the business by email.

6.2 Mr. V. R. Rust was elected as our Chairman for the year.

- 6.3 We gave grants to six students totalling £1,041. These were towards the cost of books, laptop, specialist clothing and equipment for A level, university and college courses.
- 6.4 Grants amounting to £9,806 were given to the Great Leighs County Primary School to assist with enrichment of the curriculum and towards building a Sensory Garden.
- 6.5 A grant of £2,000 was given to Chelmer Valley High School towards the cost of new microscopes.
- 6.6 The Great Leighs Girls and Boys Brigade were given a grant of £175 for the purchase of equipment.

7 ANNUAL ACCOUNTS

- 7.1 The Statement of Accounts for the financial year 2019/20 are attached.
- 7.2 Essex County Council, administer on our behalf and in accordance with our instructions, the funds of the Charity.
- 7.3 We wish to thank Mr Alun Powell who has examined our accounts and records and prepared the Statement of Accounts.
- 7.4 In view of the build up of the amount in the bank account, we decided to add to the investments and increase the level of payments.
- 7.5 Investments were increased by £5,000 bringing the total value, at cost, to £116,989. These investments are with M & G Charifund, Black Rock Charities UK Equity and Bond Funds.
- 7.6 Income from these investments was £10,988.17 including an ex-gratia payment of £125 from M & G.
- 7.7 Total grant payments were £13,022. Trustees expenses were £53.14. Bank interest was £91.09.
- 7.8 Payments exceeded receipts by £1,995.08.
- 7.9 At the year end, the balance of the bank account was £9,966.83 reduced from £16,962.71 in the previous year. This money is available for the Trustees to administer further grants, or for reinvestment.

8 POLICIES AND PROCEDURES

We keep under review annually our policies and procedures. In particular:

- compliance with the General Data Protection Regulations 2018 (GDPR). One of our Trustees serves as Data Protection Officer.
- identification of risks to which the Charity may be exposed, including impact and mitigation.
- the application form completed by students applying for grant. This has been updated.

9 PUBLICITY

We strive to ensure that the people of Great and Little Leighs are made aware of the work of the Charity and the opportunity for those under 25 years of age to apply for grants to help with education and training.

Our publicity extends to:

- Personal letter to Year 11 and sixth form students at Chelmer Valley High, Notley High and St. John Payne Schools.
- Advert in Chelmer Valley School Magazine, with supporting information in the school office
- Letter to Student Services at Braintree and Chelmsford Colleges
- Annual Report forwarded to Governing Body of Great Leighs County Primary School
- Annual Report forwarded to Parish Council
- Parish website
- Village Hall website
- Great Leighs Community Facebook
- Charity Commission website

We propose to investigate creating our own website.

Further information about the work of the Charity can be obtained from :
leighseducationalchty@gmail.com

GREAT AND LITTLE LEIGHS EDUCATIONAL CHARITY
(BRITISH SCHOOL, GREAT LEIGHS)

EXTRACT FROM SCHEME DATED 14 FEBRUARY 1983

- 27 Application of Income
- (1) Subject to payment of the expenses aforesaid the Trustees shall apply the income of the Charity in either or both of the following ways -
- (a) In or towards providing such special benefits of any kind not normally provided by the local education authority for any maintained school substantially serving the Parish of Great and Little Leighs as may from time to time be agreed between the Trustees and the Governors of the school concerned after consultation with the said authority.
- (b) In promoting the education (including social and physical training) of children and young persons under the age of 25 years who are resident in the said parish or the neighbourhood thereof and who are in need of financial assistance and in particular but without prejudice to the generality of the foregoing :
- (i) in awarding to such persons scholarships, exhibitions, bursaries, grants, maintenance allowances or grants tenable at any school, university, college of education or other institution of further (including professional and technical) education approved for the purpose by the Trustees :
- (ii) in providing financial assistance, outfits, clothing, tools, instruments or books to assist such persons to pursue their education (including the study of music and other arts), to undertake travel in furtherance thereof, or to prepare for or enter a profession, trade, occupation or service on leaving school, university, or other educational establishment.
- (2) Within the limits prescribed by this Scheme the Trustees shall have full power to make rules for the award of scholarships, exhibitions, bursaries, maintenance allowances and other benefits, including rules as to the value and period of tenure of the awards and the qualifications, method of ascertainment and selection of candidates for benefit.
- (3) The Trustees shall have regard to the desirability of consulting the local education authority as to their general action under section (b) of sub-clause (1) of this clause and, if occasion requires, as to the educational qualifications of candidates for benefit.
- (4) In allocating benefits in accordance with the provisions of section (b) of sub-clause (1) of this clause the Trustees shall have regard to the promotion of education in accordance with the principles and doctrines of the Christian faith.

REPORT TO THE TRUSTEES OF
GREAT & LITTLE LEIGHS EDUCATIONAL CHARITY

I have examined, without carrying out an audit, the Charity's statements of account set out on pages 2 and 3 for the year ended 31 March 2020

I confirm that the statements of account are in accordance with the underlying accounting records and that the assets and liabilities of the Charity have been properly maintained and applied in accordance with the Trust Deed.



.....
Alun Powell

Date..... 10 July 2020

GREAT & LITTLE LEIGHS EDUCATIONAL CHARITY
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST MARCH 2020

2019	Receipts		2020	
£			£	£
	M&G Charifund dividends			
1,983		- May 2019	2,062.68	
1,983		- August 2019	2,062.68	
3,068		- December 2019	3,226.25	
1,428		- February 2020	1,522.54	8,874.15
	Blackrock Charities UK Equity Fund*			
171		- June 2019	173.22	
175		- September 2019	179.06	
226		- December 2019	227.72	
156		- March 2020	17.34	597.34
	Blackrock Charities UK Bond Fund**			
439		- June 2019	439.36	
439		- September 2019	439.36	
439		- December 2019	439.36	
439		- March 2020	73.60	1,391.68
	M&G Ex-gracia payments			125.00
88	Bank interest			91.09
11,035	Total Receipts			11,079.26
	Payments			
200	Grants	- April 2019	200.00	
1,660		- May 2019	3,486.00	
89		- May 2019	2,000.00	
200		- May 2019	175.00	
220		- November 2019	144.00	
246		- November 2019	39.00	
4,458		- November 2019	330.00	
47		- November 2019	2,320.00	
200		- December 2019	328.00	
40		- February 2020	4,000.00	13,022.00
146				
46	Expenses			53.14
7,752	Total Payments			13,075.14
3,283	Net Surplus of Income over Expenditure			-1,995.88

* Transferred from Blackrock Charishare Common Investment Fund December 2019

** Transferred from Blackrock Charinco Common Investment Fund December 2019

GREAT & LITTLE LEIGHS EDUCATIONAL CHARITY
STATEMENT OF ASSETS AND LIABILITIES
AT 31ST MARCH 2020

2019 £		2020 £
	Investments at cost	
	M&G Charifund	
60,989	Opening balance	60,989.00
	Additions	5,000.00
	Blackrock Charities UK Equity Fund*	
20,000	Opening balance	20,000.00
	Blackrock Charities UK Bond Fund**	
31,000	Opening balance	31,000.00
	Bank Account	
16,953	LloydsTSB Account	9,966.83
128,952		126,955.83
	Capital Account	
125,669	Reserves Brought Forward	128,951.71
3,283	Net Surplus for the year	-1,995.68
128,952		126,955.83

* Transferred from Blackrock Charishare Common Investment Fund December 2019

** Transferred from Blackrock Charinco Common Investment Fund December 2019

Approved Trustee..... 

Approved Trustee..... 

