

ST MARY'S WESTBROOK
(Limited by Guarantee)

TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28TH FEBRUARY 2010

Registered Company Number 3389502

Registered Charity Number 1063709

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ST MARY'S WESTBROOK

Registered Company Number: 3389502

Registered Charity Number: 1063709

(Limited by Guarantee)

TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS **FOR THE YEAR ENDED 28TH FEBRUARY 2010**

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ST MARY'S WESTBROOK

Registered Company Number: 3389502

Registered Charity Number: 1063709

(Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

FOR THE YEAR ENDED 28TH FEBRUARY 2010

TRUSTEES

R M De Haan - Chairman
P R Bowden
Mrs S Melchers
Mr M Varnals
Mr M Britland (Resigned 16th June 2009)
Mr D Price

SECRETARY

R J Fraser

REGISTERED OFFICE

54-56 Shorncliffe Road
Folkestone
Kent
CT20 1RW

AUDITORS

Spain Brothers & Co
Chartered Accountants
29 Manor Road
Folkestone
Kent
CT20 2SE

BANKERS

National Westminster Bank Plc
Europa House
49 Sandgate Road
Folkestone
Kent
CT20 1RW

SOLICITORS

Blake Lapthorn Linnell
Harbour Court
Compass Road
North Harbour
Portsmouth
PO6 4ST

COMPANY NUMBER

3389502

CHARITY NUMBER

1063709

ST MARY'S WESTBROOK

Registered Company Number: 3389502

Registered Charity Number: 1063709

(Limited by Guarantee)

TRUSTEES' REPORT **FOR THE YEAR ENDED 28TH FEBRUARY 2010**

The Trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements of St Mary's Westbrook (the school) for the year ended 28th February 2010. The Trustees confirm that the annual report and financial statements of the school comply with current statutory requirements, the requirements of the school's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

CONSTITUTION AND PRINCIPAL ACTIVITY

The Company is governed by its Memorandum and Articles of Association.

The charity is a company limited by guarantee and a registered charity with a dispensation to omit the word 'Limited' from its title and does not have a share capital.

The prime objective of the company was to maintain a school as an educational charity. St Mary's Westbrook school closed at the end of the Summer Term 2008.

It is registered with the Charity Commission under No 1063709 and its company registration number is 3389502.

FINANCIAL REVIEW

The school closed at the end of the Summer Term 2008. Since that date the only activities have been those associated with closing down the affairs of the Charity.

Payment of liabilities will be dependent on the future support of funders. Roger De Haan and Roger De Haan Charitable Trust do not intend to demand repayment of amounts due until the earlier of 12 months from the date of this report or the date the Charity has funds available to repay the loans.

TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice applicable to smaller charities.

Company and charity 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 school and of the surplus or deficit of the school for that period. In preparing those financial statements the Trustees have -

- selected suitable accounting policies and applied them consistently
- made judgements and estimates that are reasonable and prudent
- prepared the financial statements on the going concern basis (unless it is inappropriate to presume that the company will continue in operation)

ST MARY'S WESTBROOK

Registered Company Number: 3389502

Registered Charity Number: 1063709

(Limited by Guarantee)

TRUSTEES' REPORT FOR THE YEAR ENDED 28TH FEBRUARY 2010 (Continued)

TRUSTEES' RESPONSIBILITIES (Continued)

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the school and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the school and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

So far as each of the Trustees is aware at the time the report is approved -

- there is no relevant information of which the school's examiners are unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiners are aware of that information.

This report was approved by the Trustees on
behalf by -

23rd November

2010 and signed on their



R M De Haan
Chairman

23rd November

2010

ST MARY'S WESTBROOK
Registered Company Number: 3389502
Registered Charity Number: 1063709
(Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF DIRECTORS/TRUSTEES
OF ST MARY'S WESTBROOK

FOR THE YEAR ENDED 28TH FEBRUARY 2010

I report on the accounts for the year ended 28 February 2010 which are set out on pages 5 to 11

RESPECTIVE RESPONSIBILITIES OF DIRECTOR AND EXAMINER

The Trustees, who are also the directors of the Company for the purposes of company law, are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed

Having satisfied myself that the Charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act, as amended), and
- to state whether particular matters have come to my attention,

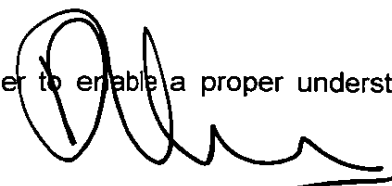
BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with 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 the seeking of explanations from you as directors 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

- which gives me reasonable cause to believe that, in any material respect, the requirements
 - (a) to keep accounting records in accordance with s386 of the Companies Act 2006, and
 - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of s396 of the Companies Act 2006 and the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005)
- have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



F. Peter Cheney F.C.A
Spain Brothers & Co
Chartered Accountants

29 Manor Road
Folkestone
Kent
CT20 2SE

23rd March, 2010

ST MARY'S WESTBROOK

Registered Company Number: 3389502

Registered Charity Number: 1063709

(Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 28TH FEBRUARY 2010

Note

	<u>Unrestricted</u> <u>Funds</u> <u>Year</u> <u>Ended</u> <u>28 2 2010</u>	<u>Unrestricted</u> <u>Funds</u> <u>Period</u> <u>Ended</u> <u>28 2 2009</u>
<u>INCOMING RESOURCES</u>		
<u>Incoming Resources from Generated Funds -</u>		
2 Voluntary Income	45,000	1,290,750
3 Investment Income	2,112	34,596
4 Incoming Resources from Charitable Activities	-	714,870
<u>TOTAL INCOMING RESOURCES</u>	£47,112	£2,040,216
<u>RESOURCES EXPENDED</u>		
6 Charitable Activities	155,864	1,915,737
7 Governance Costs	3,305	13,433
<u>TOTAL RESOURCES EXPENDED</u>	£159,169	£1,929,170
8. <u>MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET</u> <u>(EXPENDITURE)/INCOME FOR THE YEAR</u>	(112,057)	111,046
Total Deficit at 1st March 2009	(841,454)	(952,500)
<u>TOTAL DEFICIT AT 28TH FEBRUARY 2010</u>	(£953,511)	(£841,454)

The Statement of Financial Activities includes all gains and losses recognised in the year

The charity's activities ceased with the closure of the school at the end of the Summer Term 2008

The notes on pages 7 to 11 form part of these financial statements

ST MARY'S WESTBROOK

Registered Company Number: 3389502

Registered Charity Number: 1063709

(Limited by Guarantee)

BALANCE SHEET AS AT 28TH FEBRUARY 2010

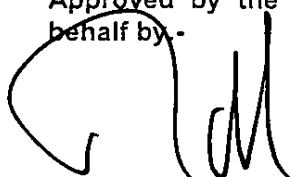
	<u>28th February 2010</u>	<u>28th February 2009</u>
<u>CURRENT ASSETS</u>		
11. Debtors - Amounts falling due after more than one year	200,000	200,000
Cash In Hand	457	10,396
	200,457	210,396
12. <u>CREDITORS</u> - Amounts falling due within one year	(1,153,968)	(1,051,850)
<u>NET CURRENT (LIABILITIES)</u>	(953,511)	(841,454)
<u>NET (LIABILITIES)</u>	(£953,511)	(£841,454)
<u>CHARITY FUNDS</u>		
13. Unrestricted (Deficit)	(£953,511)	(£841,454)

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006

For the financial year ended 28th February 2010 the Company was entitled to exemption from audit under section 477 (small Company exemption) Companies Act 2006, and no notice has been deposited under section 476 (member or members requesting an audit)

The trustees acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with s386 (of the Act) and for preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the Company

Approved by the Trustees on
behalf by -



R M De Haan - Chairman

23rd March

2010 and signed on their

The notes on pages 7 to 11 form part of these financial statements

ST MARY'S WESTBROOK

Registered Company Number: 3389502

Registered Charity Number: 1063709

(Limited by Guarantee)

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2010

1 ACCOUNTING POLICIES

Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Act 2006.

The Company ceased operations in August 2008 and the trustees are currently winding up its affairs. In the opinion of the trustees it is appropriate to prepare the accounts on a break up basis and as such, assets and liabilities are stated at their recoverable amounts.

Company Status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Resources Expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

ST MARY'S WESTBROOK

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NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2010 (Continued)

1. ACCOUNTING POLICIES (Continued)

Resources Expended (Continued)

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Management and administration costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

Cash Flow

The financial statements do not include a cash flow statement because the charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement.

2. VOLUNTARY INCOME

Donations

Roger De Haan Charitable Trust
Other

<u>Unrestricted Funds Year Ended 28.2.2010</u>	<u>Unrestricted Funds Period Ended 28.2.2009</u>
45,000	1,290,000
-	750
£45,000	£1,290,750

3. INVESTMENT INCOME

Bank Interest Received
Investment Income - Local Investment Properties

<u>Unrestricted Funds Year Ended 28.2.2010</u>	<u>Unrestricted Funds Period Ended 28.2.2009</u>
24	2,260
2,088	32,336
£2,112	£34,596

ST MARY'S WESTBROOK

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NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2010 (Continued)

4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

Charity Incoming Resources

<u>Unrestricted</u> <u>Funds</u> <u>Year</u> <u>Ended</u> <u>28 2.2010</u>	<u>Unrestricted</u> <u>Funds</u> <u>Period</u> <u>Ended</u> <u>28 2 2009</u>
£ -	£714,870

5 GRANTS TO INDIVIDUALS

Grants to Individuals

<u>Number</u>	<u>TOTAL</u> <u>Year</u> <u>Ended</u> <u>28 2 2010</u>	<u>Number</u>	<u>TOTAL</u> <u>Period</u> <u>Ended</u> <u>28 2.2009</u>
£ -	£ -	17	£63,858

6 DIRECT COSTS

Teaching Costs
Administration
Premises Costs
Catering
Advertising
Interest Payable
Activities
Shop Costs
Redundancy
Bad Debts
Wages and Salaries
Depreciation, Amortisation and Impairment
Profit on Disposal of Fixed Assets

<u>ACTIVITIES</u> <u>Year</u> <u>Ended</u> <u>28 2.2010</u>	<u>ACTIVITIES</u> <u>Period</u> <u>Ended</u> <u>28.2.2009</u>
-	17,737
33,797	91,593
51,741	160,924
-	17,628
-	2,947
-	41,289
-	7,760
-	23,723
1,327	96,848
(4,812)	(2,609)
73,980	675,923
-	783,806
(169)	(1,832)
£155,864	£1,915,737

7 GOVERNANCE COSTS

Examiners Remuneration
Auditor's Remuneration
Accountants Remuneration

<u>Unrestricted</u> <u>Funds</u> <u>Year</u> <u>Ended</u> <u>28 2 2010</u>	<u>Unrestricted</u> <u>Funds</u> <u>Period</u> <u>Ended</u> <u>28 2 2009</u>
3,305	-
-	9,085
-	4,348
£3,305	£13,433

ST MARY'S WESTBROOK

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NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2010 (Continued)

8 NET INCOME/(EXPENDITURE)

This is stated after charging:-

Depreciation and Impairment of Tangible Fixed Assets

- Owned by the Charity

Profit on Disposal of Fixed Assets

Governance - Auditor's Remuneration

<u>Year</u> <u>Ended</u> <u>28.2.2010</u>	<u>Period</u> <u>Ended</u> <u>28.2.2009</u>
£ -	£783,806
(£169)	(£1,832)
£ -	£9,085

The Trustees received no remuneration, benefits in kind or expense reimbursement in the year (2009 £Nil)

9. STAFF COSTS

Staff costs were as follows -

Wages, Salaries and Redundancies

<u>Year</u> <u>Ended</u> <u>28.2.2010</u>	<u>Period</u> <u>Ended</u> <u>28.2.2009</u>
£75,307	£772,771

The average monthly number of employees during the year was as follows -

<u>Year</u> <u>Ended</u> <u>28.2.2010</u>	<u>Period</u> <u>Ended</u> <u>28.2.2009</u>
1	23

10. PENSION COMMITMENTS

The company operates a defined contribution scheme Contributions were made during the year totalling £54,239

At the balance sheet date the amount outstanding included in creditors was -

<u>Year</u> <u>Ended</u> <u>28.2.2010</u>	<u>Period</u> <u>Ended</u> <u>28.2.2009</u>
£51,734	£ -

11. DEBTORS - Amounts falling due after one year

Other Debtors

<u>Year</u> <u>Ended</u> <u>28.2.2010</u>	<u>Period</u> <u>Ended</u> <u>28.2.2009</u>
£200,000	£200,000

Other debtors represent a contribution to the closure costs of the senior school in 2006 The contribution is payable from the future sale proceeds of an asset not owned by this charity, the date of which is uncertain and is not anticipated to be within 12 months of the balance sheet date

ST MARY'S WESTBROOK

Registered Company Number: 3389502

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(Limited by Guarantee)

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 28TH FEBRUARY 2010 (Continued)

12 CREDITORS - Amounts falling due within one year

Loan from Roger De Haan
Roger De Haan Charitable Trust
Trade Creditors
Social Security and Other Taxes
Accruals and Deferred Income

<u>Year</u> <u>Ended</u> <u>28 2 2010</u>	<u>Period</u> <u>Ended</u> <u>28 2 2009</u>
1,040,000	1,040,000
58,656	-
-	1,502
-	828
55,312	9,520
<u>£1,153,968</u>	<u>£1,051,850</u>

13. STATEMENT OF FUNDS

Unrestricted (Deficit)

General Funds - All Funds

<u>Brought</u> <u>Forward</u>	<u>Incoming</u> <u>Resources</u>	<u>Resources</u> <u>Expended</u>	<u>Carried</u> <u>Forward</u>
(£841,454)	£47,112	(£159,169)	(£953,511)

14. RELATED PARTY TRANSACTIONS

Mr R M De Haan, as a trustee, is a related party of the charity

During the financial year Roger De Haan made loans to the charity totaling £Nil having in previous years lent £1,040,000 At the balance sheet date an amount of £1,040,000 was due

The Roger De Haan Charitable Trust has made donations to the Charity in the year in the sum of £45,000 and in addition lent £58,656 which remains outstanding at the balance sheet date

15 ULTIMATE CONTROLLING PARTY

Roger De Haan is the ultimate controlling party of the charity due to his financial support and his position as Chairman of the Board of Trustees

ST MARY'S WESTBROOK

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 28H FEBRUARY 2010

	<u>Year Ended</u> <u>28th February 2010</u>	<u>Period Ended</u> <u>28th February 2009</u>
<u>Income from Activities</u>		
Fee Income	-	737,140
Discounts, Bursaries and Scholarships	-	(63,858)
	-	673,282
Registration Fees	-	120
Net School Fee Protection and Personal Accident Insurance	-	1,622
Holiday Programme	-	500
Saturday School	-	6,710
School Shop	-	15,236
Activities	-	15,333
Sundry Receipts including Net Firework Display Ticket Sales	-	2,067
Rental Income	2,088	32,336
Bank Interest	24	2,260
	2,112	749,466
<u>Operating Expenses</u>		
Teaching Salaries and Pension Costs	54,239	513,341
Administrators' Salaries and Pension Cost	13,291	66,642
Catering Salaries and Pension Costs	-	35,380
Housekeeping Salaries and Pension Costs	-	27,534
Maintenance Salaries and Pension Costs	6,450	32,794
Casual Employees	-	232
Redundancy	1,327	96,848
	75,307	772,771
Catering Costs	-	17,628
Tuition Costs	-	17,737
Activities	-	7,760
Shop Costs	-	23,723
	(75,307)	(839,619)
<u>Gross Loss from Operations</u>	(73,195)	(90,153)
<u>Overheads</u>		
<u>Property</u>		
Rent and Rates	8,263	35,266
Light and Heat	6,209	24,060
Insurance	24,110	26,093
Cleaning, including Refuse Collection	255	8,430
Grounds Maintenance	6,251	24,037
Building Maintenance	6,653	43,038
	(51,741)	(160,924)
Carried Forward	(124,936)	(251,077)

ST MARY'S WESTBROOK

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 28TH FEBRUARY 2010 (Continued)

	<u>Year Ended</u> <u>28th February 2010</u>	<u>Period Ended</u> <u>28th February 2009</u>
Brought Forward	(124,936)	(251,077)
<u>General</u>		
Hire of Equipment	26,641	24,550
Motor	-	2,831
Travel and Subsistence	18	275
Legal and Professional	5,155	23,824
Telephone	270	6,380
Printing, Postage and Stationery	670	7,201
Advertising	-	2,947
Training	-	1,658
IT Costs	80	337
Bank Charges	278	5,199
Subscriptions	-	382
Entertaining	-	741
Auditors' Remuneration	-	9,085
Accountancy	3,305	4,348
Payroll	350	1,657
Sundry Expenses	335	16,558
Bad Debts Recovered	(4,812)	(2,609)
	(32,290)	(105,364)
<u>Net Loss from Operations</u>	(157,226)	(356,441)
<u>Finance Costs</u>		
Interest	-	(41,289)
Amortisation, Depreciation and Impairment	-	(783,806)
Profit on Disposal of Fixed Assets	169	1,832
<u>Net Loss after Interest before Donations</u>	(157,057)	(1,179,704)
<u>Donations</u>		
Roger De Haan Charitable Trust	45,000	1,290,000
Other	-	750
	45,000	1,290,750
<u>Net (Expenditure)/Income for the Year</u>	(£112,057)	£111,046