

**THE LONDON ORATORY SCHOOL SCHOLA FOUNDATION**  
**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2013**

Registered Charity No. 1119254  
Registered Company No. 05979107



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**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2013**

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# **LONDON ORATORY SCHOOL SCHOLA FOUNDATION**

## **TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 AUGUST 2013**

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The Trustees have pleasure in presenting their report together with the financial statements for the period ended 31 August 2013.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Trustees**

Mrs Seana Bengtsson  
Mr Anthony Bailey OBE GCSS  
Mr Philip Duffy KSG  
Mr Ben Fleetwood-Smyth  
Ms Felicity Hilton  
Mr John McIntosh CBE KMCO (Chairman)

#### **Honorary Secretary**

Mr John McIntosh

#### **Registered office**

The London Oratory School  
Seagrave Road  
London  
SW6 1RX

#### **Bankers**

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

#### **Constitution**

The London Oratory School Schola Foundation is a registered UK Charity No. 1119254 and Registered Company No. 05979107. The governing document of the charity is its Memorandum and Articles of Association dated 26 October 2006 (revised 9 May 2012).

# **LONDON ORATORY SCHOOL SCHOLA FOUNDATION**

## **TRUSTEES' REPORT (continued)**

### **FOR THE YEAR ENDED 31 AUGUST 2013**

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The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005 and the charity's governing document.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Status**

The London Oratory School Schola Foundation was incorporated on 26 October 2006 as a company limited by guarantee, company number 05979107 and with no share capital. It was registered as a charity with the Charity Commission of England and Wales charity number 1119254.

The premises and principal office of The London Oratory School Schola Foundation are Seagrave Road, London, SW6 1RX

##### **Trustees Recruitment, Training and Induction**

The Trustees who held office during the year and up to the date of this report were:

Mrs Seana Bengtsson  
Mr Anthony Bailey OBE GCSS  
Mr Philip Duffy KSG  
Mr Ben Fleetwood-Smyth  
Miss Felicity Hilton  
Mr John McIntosh CBE KMCO

All members of the company are directors of the company; the directors of the company are charity trustees for the purposes of charity law. The terms 'member', 'director' and 'trustee' are therefore co-terminous. Under the requirements of the Memorandum and Articles of Association the trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. Trustees retire by rotation and, being eligible, offer themselves for re-election.

All Trustees give their time voluntarily and received no benefits from the charity. The Trustees seek to ensure that the interests of the charity are appropriately reflected in the trustee body. The trustees are familiar with the responsibilities of trustees. New trustees are made aware of: the obligations of trustee; the main documents which set out the operational framework for the charity, including the Memorandum and Articles; resourcing and the current financial position as set out in the latest published accounts; and future plans and objectives. New trustees are encouraged to read Charity Commission publications signposted through the Commission's guide "the Essential Trustee".

##### **Public Benefit**

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the Charity.

##### **Risk Management**

The Board of Trustees has conducted a review of the major risks to which the charity is exposed. Where appropriate, procedures have been established to mitigate the risks the charity faces.

Internal controls are in place to ensure the proper authorisation of all transactions and projects. Procedures are in place to ensure compliance with Data Protection and health and safety of staff and volunteers. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

##### **Organisational Structure**

The London Oratory School Schola Foundation has a Trustee body of up to 12 members who meet once a term and who are responsible for the strategic direction and policy of the charity. At present the Board of Trustees has 6 members from a variety of professional backgrounds relevant to the work of the charity. The Secretary, Director of Music and attend Board and Committee meetings by invitation, but do not have voting rights.

An Executive Committee, comprising the Chairman and two other Trustees, meets regularly between meetings of the full Board of Trustees.

# **LONDON ORATORY SCHOOL SCHOLA FOUNDATION**

## **TRUSTEES' REPORT (continued)**

**FOR THE YEAR ENDED 31 AUGUST 2013**

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### **Related Parties**

The charity is grateful for the professional advice offered on a voluntary basis by associates of the school, the Church and other agencies. The charity endeavours to maintain good relations with all stakeholders and has established good relations with senior clergy in the Archdiocese of Westminster and other Catholic dioceses and organisations in the United Kingdom.

### **OBJECTIVES, ACTIVITIES AND PERFORMANCE**

#### ***Purposes and Aims***

The Charity's objects (the Objects) are:

- to promote and support The London Oratory School Schola Cantorum (the Schola) in its activities as a Catholic liturgical boys' choir and as a concert choir;
- to support the Schola in promoting the education of children in choral music generally and in promoting the English choral tradition worldwide;
- to fund scholarships and bursaries (entirely at the discretion of the Trustees of the Foundation) to support individual members of the Schola in pursuit of activities associated with the Schola or their musical development generally;
- to support the Schola in commissioning new choral music and making recordings; and
- to support outreach work in the local community and beyond by the Schola and members of the Schola.

#### ***Ensuring our work delivers our aims***

The Foundation was established with the sole purpose of supporting and promoting the Schola. Successive trustees of the Foundation have committed themselves wholeheartedly to this purpose, principally by raising funds to support the Schola in its activities. It has raised well in excess of a quarter-of-a-million pounds for the Schola since its formation in 2006. The Foundation, supported by its patrons, has also played a key role in the arrangements for several concerts and tours by securing prestigious venues, high profile guests and generous sponsors.

The success of the Foundation during its first six years was only possible because of the very close and happy working relationship with the Director of the Schola, the good-will and support of the school and its governors, and a strongly shared sense of purpose and commitment.

During the past year there have been changes at the school which have led to a *de facto* change in the relationship between the Foundation and the school. The Foundation has not received any requests from the school for funding for the present academic year or for the following year, and the new Director of the Schola does not wish to work with the Foundation in the way that his predecessor did, which means, for example, that it has not been possible to organise the annual Foundation concert this year, to be involved in Schola tours or to engage the Schola in funding-raising events.

In the circumstances, and with profound sadness, the trustees concluded that there was no longer a role for the Foundation. The issues were put to the Headmaster, who concurred with the proposal to dissolve the Foundation. This will be done in accordance with the Foundation's Memorandum and Articles of Association and guidance given by the Charities Commission and Companies House.

The trustees would like to thank everyone who has supported the work of the Foundation their warm and generous support, encouragement and commitment to the cause. It has been greatly appreciated and has undoubtedly enabled the Foundation to support the Schola and individual choristers and choral scholars in ways that would otherwise not have been possible. The trustees know how much the boys and their parents have appreciated the support the Foundation has been able to give them.

We very much hope that our patrons, donors and supporters will continue to support the Schola in other ways. Information about the Schola and its activities is available on the school's website.

Any funds held by the charity will be disbursed in accordance with the charity's objects and the provisions of the Memorandum and Articles of Association.

# LONDON ORATORY SCHOOL SCHOLA FOUNDATION

## TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31 AUGUST 2013

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### *Principal Funding Sources*

Last year the Foundation was privileged to receive a grant of £35,000 from the Queen's Silver Jubilee Fund to fund outreach work for two academic years, 2012-13 and 2013-14. The second and final tranche of the money will be paid to the Schola in September 2013 to fund the Oratory Sing Up outreach programme for 2013-14.

### *Investment Policy*

Given the low level of fundraising at the present time, most of the charity's funds are to be spent in the short term so there are currently no funds for long term investment.

### *Reserves Policy*

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. The charity's overheads have been negligible and therefore significant reserves have not been maintained.

## **TRUSTEES' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS**

The trustees (who are also directors of The London Oratory School Schola Foundation for the purposes of company law) 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).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, 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 UK 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 charitable company will continue in business

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time of the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BY ORDER OF THE TRUSTEES



Mr J McIntosh CBE KMCO

30 May 2014

THE LONDON ORATORY SCHOOL SCHOLA FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 AUGUST 2013

INCOME AND EXPENDITURE

	Restricted Funds Year Ended 31 August 2013 £	Unrestricted Funds Year Ended 31 August 2013 £	Total Funds Year Ended 31 August 2013 £	Total Period Ended 31 August 2012 £
<b>Incoming Resources</b>				
<b>Incoming resources from charitable activities</b>				
<i>Voluntary Income:</i>				
Donations and grants receivable	-	960	960	39,957
Charitable activities	-	9,637	9,637	10,069
<b>Incoming resources from generated funds</b>				
Interest receivable	-	23	23	20
<b>Total incoming resources</b>	-	10,620	10,620	50,046
<b>Resources Expended</b>				
<b>Charitable activities</b>				
Grants made	4	-	-	20,583
Cost of generating funds	-	12,323	12,323	6,951
Support costs	-	404	404	1,686
Governance costs	-	1,459	1,459	1,496
<b>Total resources expended</b>	-	14,186	14,186	30,716
<b>Net incoming/(outgoing) resources for the year</b>	-	(3,566)	(3,566)	19,330
Fund balance brought forward	17,500	9,448	26,948	7,618
<b>Fund balance carried forward</b>	17,500	5,882	23,382	26,948

All recognised gains and losses are included in the statement of financial activities.

The accompanying notes form part of these financial statements.

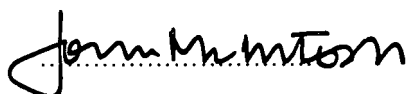
## BALANCE SHEET

AT 31 AUGUST 2013

		31 August 2013		31 August 2012	
		£	£	£	£
	Notes				
<b>CURRENT ASSETS</b>					
Debtors		-		5,479	
Prepayments		-		5,400	
Cash at bank and in hand		24,462		17,149	
		<u>24,462</u>		<u>28,028</u>	
<b>CREDITORS: amounts falling due within one year</b>	5	<u>1,080</u>		<u>1,080</u>	
<b>NET CURRENT ASSETS</b>			23,382		26,948
<b>NET ASSETS</b>			<u>23,382</u>		<u>26,948</u>
<b>INCOME FUNDS</b>					
Restricted funds	6		17,500		17,500
Unrestricted funds			5,882		9,448
<b>Total Funds</b>	7		<u>23,382</u>		<u>26,948</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the period in question in accordance with section 476 of the Act. The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 August 2013 and of its result for the period then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the company. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Board of the Trustees on 30 May 2014 and were signed below on its behalf by:



Mr J McIntosh CBE KMCO

The accompanying notes form part of these financial statements.



# THE LONDON ORATORY SCHOOL SCHOLA FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2013

### 1. ACCOUNTING POLICIES

#### Basis of Accounting

The financial statements are prepared under the historical cost convention and are in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005 and with applicable accounting standards.

#### Incoming Resources

Income comprises donations and grants received by the charity and they are accounted for when they are received. Income from fund raising events is recognised when the event has taken place.

#### Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered. Governance costs are costs incurred in the meeting of constitutional and statutory requirements of the charity.

### 2. GOVERNANCE COSTS

	Year Ended 31 August 2013 £	Period Ended 31 August 2012 £
Independent Examiner's remuneration	£-	£1,080

### 3. TRUSTEES

None of the trustees received any emoluments during the year. One (2012: one) trustee claimed expenses totalling £42 (2012: £140).

### 4. CHARITABLE EXPENDITURE

The charitable expenditure consists of grants made by the charity to the Schola in order for it to carry out its activities.

### 5. CREDITORS: amounts falling due within one year

	Year Ended 31 August 2013 £	Period Ended 31 August 2012 £
Accruals and deferred income	£1,080	£1,080

### 6. RESTRICTED FUND

	As at 31 August 2012	Incoming Resources	Resources Expended	As at 31 August 2013
Queen's Silver Jubilee Fund	£17,500	-	-	£17,500

The remaining balance of a donation from the Queen's Silver Jubilee Fund to fund outreach work for two academic years, 2012-13 and 2013-14, will be paid to the Schola in September 2013 to fund the 2013-14 outreach programme.

**LONDON ORATORY SCHOOL SCHOLA FOUNDATION**

**TRUSTEES' REPORT (continued)**

**FOR THE YEAR ENDED 31 AUGUST 2013**

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**7. ANALYSIS OF NET ASSETS  
BETWEEN FUNDS**

	<b>Net Current Assets £</b>	<b>Total Assets £</b>
Unrestricted Fund	5,882	5,882
Restricted Fund	17,500	17,500
	<u>23,382</u>	<u>23,382</u>

**8. ULTIMATE CONTROLLING PARTY**

None of the trustees have control over the charity. There is no ultimate controlling party.