

Hawkshead Grammar School Foundation

Annual Report for Year Ending 31st October 2009

Charity Name and Number

Hawkshead Grammar School Foundation: registered charity number 1030002

Correspondence Address

c/o Esthwaite Cottage, Hawkshead, Ambleside, Cumbria LA22 0QF

Governors

Mr M Sandys, Chair of Governors

Mr E C Davies

Revd J Dixon

Mr G Hall

Mrs J Myers

Mr R S Shuttleworth

Mr A Stoker

Mrs F Stride

Clerk

Mr D Shaw, Esthwaite Cottage, Hawkshead, Ambleside, Cumbria LA22 0QF

Professional Advisors

Legal Advisors:

Temple Heelis, 41 Crescent Road, Windermere, Cumbria LA23 1BL

Bankers:

Barclays, Ambleside

Alliance and Leicester, Bootle, Merseyside.

Investment Managers:

CCLA Investment Management Ltd, 80 Cheapside, London EC2V 6DZ

M&G Charities, PO Box 9038, Chelmsford, CM99 2XF

Property Advisors:

Hackney and Leigh, Rydal Road, Ambleside, Cumbria, LA22 9AW.

Accountants

Saint & Co. Chartered Accountants, The Old Police Station, Church Street, Ambleside, Cumbria LA22 0BT

Website

www.hawksheadgrammar.org.uk

History, Objectives and Activities

Hawkshead Grammar School Foundation was set up by in 1585 by Edwin Sandys, Archbishop of York, under Letters Patent from Queen Elizabeth I, for the purpose of running a boys Grammar School. It did so for over 300 years until the school closed in 1909. The Foundation now runs the school as a museum and continues to provide educational and vocational grants (known as Sandys Exhibitions) to young people from the Ancient Parish of Hawkshead. It also owns and lets various properties in the village. These rents together with entrance fees to the museum provide its main source of income.

Management and governance arrangements

The Governors normally meet twice a year (usually in October and April) to consider grant applications and to manage the affairs of the foundation. The foundation has 6 representative governors appointed by various local authorities and one by the Carlisle Diocese of the Church of England, and up to three cooptative governors appointed by the governing body. Appointments are for five years and are renewable.

The governors regularly review the risks and opportunities faced by the foundation and make plans accordingly. In 2009 they monitored the visitor takings from the museum for impacts of the recession and held contingency funds against this. They also made plans for rent reviews in 2010 as provided in their property leases and put in a planning application for change of use for an agricultural barn. All of these actions were intended to protect or increase Foundation income streams. In 2008 they reviewed the valuations of Foundation assets and aligned the insurance cover appropriately.

Procedures and Policy for the award of Sandys Exhibitions

The trust puts notices in local parish newsletters (the Esthwaite Link and the Satterthwaite and Rusland News) to make potential beneficiaries aware of the availability of grants. It normally considers educational grants at the Governor's October meeting and vocational grants can be reviewed at either meeting. Full rules are available by writing to the Foundation or from its website. Educational grants are made to young people under 30 studying at a recognised university, teacher training college or similar. They must reapply for each year of their course and in second and subsequent years must provide evidence of satisfactory attendance and results from their previous year.

Achievements and Performance of the Trust

The Foundation continued to run the Grammar School Museum which attracted approximately ten thousand visitors. Visitor revenue was down approximately £1200 due to the recession.

Property income was in line with 2008 but maintenance costs were slightly lower with no backlog of outstanding repairs. Financial management was prudent. Cost management measures continued and overhead costs reduced further. Overall both income and expenditure were slightly lower than 2008, and the income surplus over expenditure grew by nearly £1000.

Ten thousand pounds was invested into capital funds for long term income.

The governors received 15 grant applications of which 14 were approved.

The Foundation applied for planning consent for change of use (to B1 light industrial) for the Barn and Stable adjacent to the Old School House to enable it to be used as a tradesman's workshop. It is hoped this will bring further employment opportunities to the village and increase the potential rental income from this asset. Some initial investment in the building and site may be necessary to achieve a letting.

We did not progress library conservation work this year due to a shortage of volunteers.

Accounts

The accounts for the year November 2008 to October 2009 are available on our website.

Future Plans

Our immediate focus is to complete the planning process for the Barn and Stable and to find a suitable tenant. This involves completing a bat survey, marketing the building and site, and appraising any resulting applications.

The governors are also reviewing the purpose of the trust to ensure that it is performing a useful role in the 21st Century and they are engaging with the Charity Commissioners on this matter to see what if any changes are necessary to the Foundations governing document.

Rent reviews on all our properties are due this year and the governors will be fully engaged in this process.

Longer term plans include further improvement in the income production of property assets, including development of land holdings as and when possible although this is heavily restricted due to their position in the Lake District National Park. Continued application of cost reduction and cost management measures will also be appropriate.

Finally on the financial front we plan to make further additions to our investment funds to increase our investment income as and when prices are sensible. In the longer term this will enable us to increase our charitable giving in the form of Sandys Exhibitions for the educational and vocational support of young people. This is believed necessary as the costs of higher education continue to increase.

We plan to continue some marketing support for the museum. This will include updating the website; and continuing the financial incentive for the caretaker based on increasing revenue. We want to break even or make a small surplus on the museum but the economic outlook is uncertain and it is recognised that we may suffer losses on occasions.

We also plan to attempt to recruit new volunteers for the library so as to complete the computerised catalogue and reconcile it to the old hand written one. We also intend to undertake conservation and restoration work to library volumes as funds allow.

Further Information

Further information is available from our website www.hawksheadgrammar.org.uk or from the Clerk.

D Shaw
Clerk
30 March 2010