

Hawkshead Grammar School Foundation Annual Report for Year Ending 31st October 2008

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

Cmdr N Buckley

Mr G Hall

Mr I Stancliffe (Retired 1st September 2008)

Mr E C Davies

Revd J Dixon

Mr R S Shuttleworth

Mrs B M Brown

Mrs E Kelly

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:

Carter Jonas, 52 Kirkland, Kendal, Cumbria LA9 5AP

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 faced by the foundation and in 2008 they arranged for a review of valuations of foundation property and upgraded the insurance in line with these new valuations.

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. It produced a small loss this year due to increased repair costs to the building. The visitor revenue increased slightly over last year. Marketing initiatives included the web site; an incentive scheme for the caretaker; and the introduction of a guide book and its launch event.

Property income was substantially increased as a result of rent reviews during 2007, and the full year effect of this was felt during 2008. The schedule of repair works to Foundation property progressed resulting in costs being similar to last year.

Financial management was prudent with an increase in the surplus from the foundation overall. Insurance was moved from Norwich Union to a Lloyd's syndicate through Lycett's of Newcastle saving cost and improving the terms of cover. These new terms included revaluation of the estate to updated valuations (some to double the previous cover), revaluation of the museum contents, and cover for the library books at valuation rather than at 80%.

Cost management measures continued and overhead costs reduced further. We added significantly to our cash reserves so as to have a ready fund for expensive property repairs such as roofs and in preparation for increasing our investment funds when the market conditions are judged to be appropriate.

The governors received 9 grant applications of which 7 were approved at a total cost of £1470.

This summer we made a start on entering the library contents on to a computerised library management system using two undergraduate volunteers.

Accounts

The accounts for the year November 2007 to October 2008 are available on our website.

Future Plans

We intend to apply for planning consent for change of use for the School House Barn and Stable to enable it to be used as a tradesman's workshop (Blacksmith, Carpenter, Joiner or the like) which should improve the rental income potential.

Longer 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 add to our investment funds to increase our investment income. 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; continuing financial incentive for the caretaker based on increasing revenue; and the updating of displays in the museum. We want to break even or make a small surplus on the museum but the economic outlook is not favourable for next year and it is recognised that we may suffer a loss.

We also plan to continue and possibly extend our use of volunteers in 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 necessary and 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 2009