

# Hawkshead Grammar School Foundation

## Annual Report for Year Ending 31<sup>st</sup> October 2012

### **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

Revd J Dixon

Mr G Hall

Mr I Moulton

Mrs J Myers

Mrs Claire Salisbury

Mr R S Shuttleworth

Mr A Stoker

### **Clerk**

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

### **Professional Advisors**

#### *Legal Advisors:*

Livingstones, 9 Benson Street, Ulverston LA12 7AU

#### *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](http://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 2011/12 they approved the installation of a fire and security alarm system. In 2010/11 they reviewed the security of the museum and considered the installation of a security and alarm system. In 2009/10 they undertook rent reviews and obtained planning permission for change of use for an agricultural barn, providing potential to increase the Foundation's income. In 2008/9 they monitored the visitor takings from the museum for impacts of the recession and held contingency funds against this. In 2007/8 they reviewed the valuations of Foundation assets and aligned the insurance cover appropriately. Since then cover has been index linked.

### 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 25 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. This year grants were awarded to eight individuals.

### Achievements and Performance of the Trust

The Foundation continued to run the Grammar School Museum which attracted approximately eight thousand visitors. Visitor admission revenue was flat due to an increase in admission charges masking a reduction in visitor numbers. Shop sales were down by £800. This appears to be due to the continuing poor economic situation.

Property income was in line with last year. Maintenance costs were lower than last year as no substantial repairs were required.

Overall the charity ran a surplus of £29,341 (incoming resources over expenditure before gains and losses on investments) in 2012.

The governors received 9 grant applications of which 8 were approved.

We again did not progress library conservation work due to an absence of volunteers.

### Accounts

The accounts for the year November 2011 to October 2012 are available on our website.

### Future Plans

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.

### Further Information

Further information is available from our website [www.hawksheadgrammar.org.uk](http://www.hawksheadgrammar.org.uk) or from the Clerk.

D Shaw  
Clerk  
30 March 2013