FRIENDS OF THE FOLKESTONE AND MARLOWE ACADEMIES (a company limited by guarantee)

TRUSTEES' REPORT AND ACCOUNTS

YEAR ENDED 31 JANUARY 2017

Company Limited by Guarantee Company Registration Number 5017884 (England and Wales) Charity Registration Number 1103352



COMPANIES HOUSE

FRIENDS OF THE FOLKESTONE AND MARLOWE ACADEMIES LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Sir Roger De Haan (Chairman)
Graham Badman CBE
Rosalind McCarthy (appointed 3 October 2016)
Trevor Minter OBE DL
Michael Pearce (appointed 3 October 2016)

Secretary

Frances Sharp

Registered and Principal Office

Marlowe Innovation Centre Marlowe Way Ramsgate CT12 6FA

Solicitors

Withers LLP 16 Old Bailey London EC4M 7EG

Bankers

National Westminster Bank plc 37 Old Dover Road Canterbury CT1 3JB

Auditor

MHA Macintyre Hudson, 29 Manor Road Folkestone CT20 3SE

Investment Manager

Sarasin & Partners LLP Juxon House 100 St Paul's Churchyard London EC4M 8BU

The trustees of the Friends of the Folkestone and Marlowe Academies, who are also the directors of the company, present their report together with the audited financial statements for the year ended 31 January 2017. The trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Constitution and Principal Objectives

The Friends of the Folkestone and Marlowe Academies, a company limited by guarantee and a registered charity, was established on 16 January 2004 (company number 5017884, charity number 1103352). The Friends of the Folkestone and Marlowe Academies is hereafter referred to as "the charity" in these audited financial statements. The charity's memorandum and articles of association are the primary governing documents. The trustees meet as often as is required to take decisions affecting the operation of the charity. As the charity has no staff, all decisions related to the operation of the charity are taken by the trustees.

The objects of the charity are to advance for the public benefit, education in the United Kingdom including support of the aims and objectives of the Folkestone Academy, the relief of unemployment, the provision of facilities in the interest of social welfare, for recreation and other leisure time occupation.

Trustees

Trustees are appointed by the recommendation of the existing trustees, subject to the approval of a member of the charity. New trustees, when appointed, will be provided with an information pack including the latest accounts and the memorandum and articles of association and will be afforded the opportunity to undertake site visits to the premises of beneficiaries, such as Folkestone Academy.

The following are the trustees of the charity:

Sir Roger De Haan Graham Badman CBE Rosalind McCarthy (appointed 3 October 2016) Trevor Minter OBE DL Michael Pearce (appointed 3 October 2016)

Graham Badman and Trevor Minter retire by rotation and being eligible, a resolution proposing their re-appointment will be submitted at the Annual General Meeting.

All of the trustees are also members of the charity but they hold no beneficial interest therein.

Although no specific trustee training programme exists, trustees continue to have considerable exposure to educational and charitable matters either through their principal occupation and/or involvement in other charitable institutions.

Members' Liability

Each member of the charitable company undertakes to contribute to the assets of the charity in the event of it being wound up while he/she is a member, or within one year after he/she ceases to be a member, such amount as may be required, not exceeding £1, for the debts and liabilities contracted before he/she ceases to be a member.

Reserves Policy

The policy of the trustees is to maintain a growing level of reserves which underpins the long term grant- making strategy of the charity. At this stage, no specific monetary target has been set. The trustees are satisfied that the charity's reserves are sufficient for its current purposes. The reserves as at 31 January 2017 amounted to £3,033,000 (2016: £2,839,000) of which £1,317,000 comprises fixed asset funds.

Investment Policy

The trustees have appointed Sarasin & Partners LLP to manage the investment portfolio. Monies are invested in Sarasin's Alpha common investment funds which are designed specifically for charities. The investment objective is to provide growth in the portfolio over the medium to long term whilst maintaining low to moderate risk.

Grant Making Policy

The charity's current policy is to focus its grant-making activity in supporting Folkestone Academy, a charity which operates a school in Folkestone.

Operating and Financial Review

Net incoming resources for the year before investment gains amounted to £44,000 (2016: £89,000). The 2016 surplus was higher as no charitable grants were made in that year. The charity received a £38,000 donation from its trading subsidiary and continued to benefit from rental income arising from its subsidiary's occupation of the Marlowe Innovation Centre.

The investment portfolio increased by £298,000 during the year due to a combination of investment growth, the re-investment of investment income and the addition of £100,000 of surplus cash into the portfolio. Investment gains incurred during the year amounted to £150,000 (2016:£60,000 loss) reflecting a rise in stock-markets during the financial year.

The charity has a wholly owned subsidiary, FFMA Trading Limited t/a "The Marlowe Innovation Centre". The subsidiary operates an "Innovation Centre" from premises on a site adjacent to the Royal Harbour Academy in Ramsgate, Kent. The objective is to attract young, innovative businesses to the Marlowe Innovation Centre and to build a close working relationship between the school and tenant businesses, with the aim of assisting in the education of students and creating employment opportunities in the area. Surpluses generated are paid to the Friends of the Folkestone and Marlowe Academies.

Operating and Financial Review (Continued)

The Marlowe Innovation Centre (MIC) has retained its popularity as first step accommodation for businesses moving out from working from home. On average, occupation remains at 90 - 95%. Their easy-in, easy-out licence allows tenants to move offices within the building. Over the past year, several tenants have moved to larger rooms as their business has expanded.

The number of virtual tenants has increased from 21 to 29 over the past year, of whom 16 have chosen to buy an enhanced package, involving call handling. Six tenants, a mix of virtual and actual (up from one last year) have chosen the Marlowe Innovation Centre to handle all their back-office functions. The apprentice who joined the MIC in September 2015 continues to manage these services, generating additional income as well as supporting small businesses.

Boardroom and meeting room bookings are buoyant. The MIC management regularly advertises the boardroom, meeting room and any offices becoming vacant on the MIC Facebook page. This is the only marketing they do and is at nil cost.

The Royal Harbour Academy has begun to work with the Marlowe Innovation Centre. A sixth form student is currently helping the MIC management to produce a promotional video.

Public Benefit

To date the charity's main grant making activity has been focused on supporting the aims and objectives of the Folkestone Academy, an exempt charity. The principal way in which this has been accomplished has been through payment of direct charitable grants to fund initiatives not funded by the school's mainstream government grants. The trustees have considered the impact of the public benefit requirement including the guidance issued by the Charity Commission.

Risk Management

The trustees have examined the major strategic, business and operational risks which the charity faces and have put in place systems, policies, procedures and controls in order to manage and mitigate these risks. Where appropriate, the trustees will act only after taking appropriate professional advice. The main risk faced by the charity relates to investment risk in relation to its portfolio. This risk is mitigated by investing all the charities surplus funds in a reputable diversified investment fund designed exclusively for charities.

Statement of Trustees' Responsibilities

The trustees (who are also directors of Friends of the Folkestone and Marlowe Academies for the purposes of company law) are responsible for preparing the trustees' report and 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. 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 United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time 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.

Each of the trustees confirms that:

- so far as the trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustee has taken all the steps that ought to have taken as a trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

Auditor

MHA Macintyre Hudson have expressed their willingness to continue in office as auditor and a resolution proposing their re-appointment will be submitted at the Annual General Meeting.

In preparing this report the trustees have taken advantage of the small companies exemptions provided by section 415A of Part 15 of the Companies Act 2006.

The report of the trustees was approved by the trustees on 10th July 2017 and signed on their behalf by:

Trevor Minter

Trustee

FRIENDS OF THE FOLKESTONE AND MARLOWE ACADEMIES

Independent auditor's report to the members of Friends of the Folkestone and Marlowe Academies

We have audited the financial statements of Friends of the Folkestone and Marlowe Academies for the year ended 31 January 2017. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

This report is made solely to the charitable company's members, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 145 of the Charities Act 2011 and report to you in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

FRIENDS OF THE FOLKESTONE AND MARLOWE ACADEMIES

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 January 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or

• we have not received all the information and explanations we require for our audit.

F Peter Cheney (Senior statutory auditor) for and on behalf of

MHA MacIntyre Hudson

Chartered Accountants

Statutory Auditors

29 Manor Road

Folkestone

Kent

CT20 2SE

FRIENDS OF THE FOLKESTONE AND MARLOWE ACADEMIES STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JANUARY 2017

		2017	2017	2017 Restricted	2017	2016
		Unrestrict	ed Funds	Fund		
			Fixed	Fixed	Total	Total
		General	Asset	Asset	Funds	Funds
Incoming resources	Note	£'000	£'000	£'000	£'000	£'000
Incoming resources from generated funds						
Voluntary income-donations received:						
Donation from trading subsidiary		38	-	-	38	-
Roger De Haan Charitable Trust		•	-	-	-	7
Coastal Communities Fund		-	-	-	_	16
	•	38	-	-	38	23
Other income		75	-	-	75	75
Investment income		49	-	-	49	38
Total incoming resources	•	162	-	0	162	136
Ŭ	•					
Resources expended						
Cost of generating funds		_	-	_	_	-
Charitable activities	5	72	13	28	113	42
Support costs	6	5	_	-	5	5
Other resources expended		-		-	0	<u>-</u>
Total resources expended	-	77	13	28	118	47
•	•					
Net incoming resources before	3	85	(13)	(28)	44	89
transfers				(' ')		
Transfers between funds		-	-	-	-	-
Net incoming resources before other	-	85	(13)	(28)	44	89
gains and losses			()	()		
•						
Gains/(losses) on investments		150	•	-	150	(60)
,						()
Net movement in funds	-	235	(13)	(28)	194	
			()	()		
Funds brought forward		1,481	47	1,311	2,839	2,810
<i>-</i>		-,	.,	-,	-,	-,
Total funds carried forward	14	1,716	34	1,283	3,033	2,839
	-	-,,		-,-05		

The notes on pages 10 to 16 form part of these financial statements

FRIENDS OF THE FOLKESTONE AND MARLOWE ACADEMIES (A company limited by guarantee) Registered Number: 05017884 BALANCE SHEET 31 JANUARY 2017

	Note	31 January 2017 £'000	31 January 2016 £'000
Fixed Assets			
Tangible fixed assets	8	1,317	1,358
Investment in subsidiary undertaking	9	-	-
		1,317	1,358
Current assets			
Investments	10	1,624	1,326
Debtors	11	-	21
Cash at bank and in hand		94	136
		1,718	1,483
Creditors: amounts falling due within one year	12	(2)	(2)
3			
Net current assets		1,716	1,481
Total assets less current liabilities		3,033	2,839
Charity Funds Restricted Funds			
Fixed Asset Fund		1,283	1,311
rixed Asset Fulld		1,203	1,511
Unrestricted funds			
General Fund		1,716	1,481
Fixed Asset Fund		34	47
	14	3,033	2,839

The trustees 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 year in question in accordance with section 476 of the Act. However, an audit is required in accordance with section 145 of the Charities Act 2011.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 January 2017 and of its net incoming resources for the year in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the provisions of FRS102 Section 1A- small entities.

The financial statements were approved by the trustees on 10 Jnly 2017 and signed on their behalf by:

T J Minter OBE DL (Trustee)

The notes on pages 10 to 16 form part of these financial statements.

1 Accounting Policies

1.1 Basis of Preparation of Financial Statements

Friends of the Folkestone and Marlowe Academies is a registered Charity and a Company limited by guarantee, incorporated in England and Wales. It's registered office and principal place of business is disclosed in the Legal and Administrative Information.

The financial statements have been prepared under the historical cost convention, except for the valuation of investments which are included at market value, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

Friends of the Folkestone and Marlowe Academies meets the definition of a public benefit entity under FRS 102.

In preparing the accounts, the trustees have considered whether, in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102, the restatement of comparative items was required. No restatement is considered necessary.

The financial statements have been presented in GBP and rounded to £'000.

1.2 Grants Receivable and Payable

Grants receivable and payable are included in the statement of financial activities on an accruals basis.

1.3 Investment Income and Interest Receivable

Investment income and interest receivable are included in the statement of financial activities on an accruals basis.

1.4 Resources Expended

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

1.5 Unrestricted Funds

All funds except the Marlowe Innovation Centre (MIC) fixed asset fund are unrestricted. The MIC property has restrictions on its use for a period of time which expires in 2028.

1.6 Support Costs

Support costs comprise of expenditure incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1 Accounting policies (continued)

1.7 Tangible fixed assets

Tangible fixed assets are included in the balance sheet at cost and are depreciated over their useful economic lives in accordance with the depreciation policy. Related grants are credited to a fixed asset fund in the statement of financial activities and carried forward in the balance sheet.

Assets are reviewed annually for impairment. Assets costing less than £1,000 are written off in the year of acquisition, unless they are part of a greater amount.

1.8 Depreciation

Depreciation is provided on a straight line basis on the cost of tangible fixed assets, to write them down to their estimated residual values over their expected useful lives. The annual rates used are:

Leasehold buildings 2% Fixtures and equipment 20%

1.9 Investments

Listed investments are included in the financial statements at their market value at the balance sheet date. Realised and unrealised gains (or losses) are credited (or debited) to the statement of financial activities in the year in which they arise.

2 Taxation

The Friends of the Folkestone and Marlowe Academies is a registered charity and as such its income and gains are exempt from income tax and corporation tax to the extent that they are applied to its charitable activities under the provisions of the Income and Corporation Taxes Act 1988.

3 Net Incoming Resources

This is stated after charging:	2017	2016
	£'000	£'000
Depreciation	41	42
Audit fee	3	3
4 Bank Interest		
	2017	2016
	£'000	£'000
Bank interest received	-	-

5 Charitable Activities

	2017 £'000	2016 £'000
Donations	72	-
Depreciation	41	42
	113	42
6 Support Costs		
	2017	2016
	£'000	£'000
Legal and professional services	2	2
Audit services	3	3
	5	5

7 Staff Costs

No staff were employed during the year and no trustee received remuneration or expenses (2016: none).

8 Tangible fixed assets

o zungiote inion noses	Land & Buildings MIC £'000	Fixtures and Equipment £'000	Total
Cost			
At 1 February 2016	1,407	67	1,474
Additions		_	
At 31 January 2017	1,407	67	1,474
Depreciation			
At 1 February 2016	95	21	116
Charge	29	12	41
At 31 January 2017	124	33	157
Net Book Values			
At 31 January 2017	1,283	34	1,317
At 31 January 2016	1,312	46	1,358

At 31 January 2017 the charity had no capital commitments (2016:£nil).

8 Tangible fixed assets (continued)

The above land and buildings relate to the Marlowe Innovation Centre (MIC). The building is leased from Kent County Council at a peppercorn rent over a lease of 75 years from July 2009. No value has been placed on the land in the financial statements due to the restrictive covenants attaching to the asset.

9 Investment in subsidiary undertaking

	2017	2016
	£'000	£'000
FFMA (Trading) Limited		

The investment comprises 1 ordinary share of £1 which is 100% of the issued share capital of the company. The company, which is registered in England and Wales, is the trading arm of the charity. Its results for the year were as follows:

	2017	2016
	£'000	£'000
Turnover	249	253
Expenditure	(235)	(200)
Profit/(loss) for the year before tax	14	53
Assets	81	68
Liabilities	(62)	(63)
Shareholders' funds	19	5

10 Investments

	2017	2016
At Cost:	£'000	£'000
Opening balance	1083	795
Additions	149	288
Withdrawals	_	_
Total investments at cost	1232	1083
		
At Market Value:		
Listed Investments	1,624	1,326
Cash held on deposit	_	_
Total investments at market value	1,624	1,326
Movements in investments at market value		
Market value as at 1 February 2016	1,326	1,098
Additions at cost less equalisation	148	288
Disposals (2016: nil)	-	-
Unrealised investment (losses)/gains	150	(60)
Total investments at market value	1,624	1,326

The investments are held in Sarasin & Partners Alpha Common Investment Fund for Endowments, which is a listed fund. Income received on the investment portfolio during the year comprised of bank interest amounting to £56 (2016: £30) and dividend income of £48,730 (2016: £37,636).

11 Debtors

	2017	2016
	£'000	£'000
Amounts due from subsidiary undertaking	-	21
Recoverable VAT	-	-
Programme related investment (see note 12)	-	-
	-	21

12 Creditors-amounts falling due within one year

	2017	2016
	£'000	£'000
Trade creditors	-	-
Accruals and deferred income	2	_2
	2	2

13 Transactions with Related Parties

The charity received rent of £75,000 (2016:£75,000) in respect of a lease with its subsidiary for its premises located at the Marlowe Innovation Centre. Additionally, the charity received a donation of £38,000 (2016: £nil) from its subsidiary. At the year end, £nil (2016: £21,250) was due from FFMA (Trading) Limited to the charity.

Grants of £72,000 (2016: £nil) were made to the Folkestone Academy in the year. Some of the trustees of the charity are or were formerly trustees of Folkestone Academy.

14 Statement of Funds

		At 1st					At 31st
		February	Incoming	Outgoing	Transfers	Gains &	January
		2016	Resources	Resources		Losses	2017
		£'000	£'000	£'000	£'000	£'000	£'000
Restricted	l Funds						
Fixed Asse	t Fund	1,311		(28)			1,283
	•						
Unrestrict	ed funds						
General Fu	nd	1,481	162	(77)		150	1,716
Fixed Asse	t Fund	47		(13)			34
		1,528	162	(90)	-	150	1,750
Total Fund	ls	2,839	162	(118)	_	150	3,033

Of the restricted fixed asset fund, £314,000 (2016:£324,000) relates to grant funding provided by Coastal Communities Fund.

15 Analysis of Net Assets Between Funds

The funds of the charity comprise of the following assets:

	Unrestricted	Restricted	Total:	Total
	Funds	Funds	Funds	Funds
	2017 2017; 201	2017	2017	2016
	£'000	£'000	£'000	£'000
Tangible fixed assets	34	1,283	1,317	1,358
Current assets	1,718		1,718	1,483
Creditors due within one year	(2)		(2)	(2)
	1,750	1,283	3,033	2,839