



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> September 2021 To 31<sup>st</sup> August 2022**

**Charity name: St James C of E Primary School Fund**

**Charity registration number: 1049098**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The aims of the charity are to provide additional activities and/or resources for the curriculum at St James C of E Primary School, Weybridge.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The charity is responsible for collecting monies received for a number of reasons. These include inter alia:</b> <b>Donations</b> <b>Educational school visits/trips</b> <b>Uniform sales</b>  <b>Monies received are used to pay for the above and surplus generated is used in accordance with its objectives.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees have had the regard to the guidance issued by the Charity Commission on public benefit.</b>

## **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>The school fund has continued to subsidise children on educational visits that support their learning. In addition, it has provided a variety of speakers and workshops to enhance the pupils learning experience throughout the year.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The School Fund returned an in year deficit of £3,028, but ended the year with an overall surplus of £46,073.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>All surplus funds are carried forward to the next accounting year as a cash balance.</b>
Amount of reserves held	Para 1.22	<b>£46,073</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>Declaration of Trust</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Trustees</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Governing body is St James C of E Finance and Accommodation Committee.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	St James C of E Primary School Fund
Other name the charity uses	
Registered charity number	1049098
Charity's principal address	Grotto Road, Weybridge, Surrey, KT13 8PL

### **Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lindsey Moses-Roberts	Chair and Trustee		St James C of E Finance and Accommodation Committee
2	Rebecca Murphy	Trustee		
3				
4				
5				
6				
7				
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11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	LINDSEY MOSES-ROBERTS	REBECCA MURPHY
Position (eg Secretary, Chair, etc)	CHAIR OF FINANCE AND ACCOMMODATION COMMITTEE	HEADTEACHER AND TRUSTEE
Date	28/06/2023	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

St James C of E Primary School Fund	1049098
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## Receipts and payments accounts

For the period from	9/1/2021	To	8/31/2022
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Donations and fundraising	16578.00	-	-	16,578
Uniform	894	-	-	894
Photographs		-	-	-
Book club/fairs		-	-	-
Educational visits/trips	39473.00	-	-	39,473
Sales of books/equipment		-	-	-
Before School Club care				-
Cycling/swimming				-
Bank interest				-
Misc sundries/subscriptions		-	-	-
Various online payments		-	-	-
<b>Sub total</b> (Gross income for AR)	56,945	-	-	56,945
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	56,945	-	-	56,945
<b>A3 Payments</b>				
Uniform	894	-	-	894
Book clubs/fairs		-	-	-
Educational visits	58001.00			58,001
Books/equipment				-
Photographs		-	-	-
Projects		-	-	-
Cycling/swimming		-	-	-
Subscriptions		-	-	-
Bank charges	1,078	-	-	1,078
Sundries/donations		-	-	-
<b>Sub total</b>	59,973	-	-	59,973
<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total payments</b>	59,973	-	-	59,973
<b>Net of receipts/(payments)</b>	- 3,028	-	-	- 3,028
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	49,101	-	-	49,101
<b>Cash funds this year end</b>	46,073	-	-	46,073



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	HSBC Current Bank Account	49,101	-
		-	-
		-	-
	<b>Total cash funds</b>	49,101	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
			-
			-
			-
			-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)
			-
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name
			Lindsey Moses-Roberts

## CC16a

Last year

to the nearest £

12,321
16,831
409
944
-
30,505

-
-

30,505
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-
2,058
130
780
634
329
3,931

-

3,931
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26,574
-
22,527
49,101



**Endowment  
funds**

to nearest £

-
-
-
-

OK

**Endowment  
funds**

to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

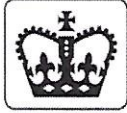
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


**Date of  
approval**

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
St James C of E Primary School Fund

On accounts for the year  
ended

31/08/2022

Charity no  
(if any)

1049098

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below \*~~) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

5 May 2023

Name:

PETER BRYAN

Relevant professional  
qualification(s) or body

FCA

(if any): Institute Of Chartered Accountants In England And Wales

Address: Bryan & Co  
20 ROLLSTONE ROAD, HILBURY, SOUTHAMPTON  
HAMPSHIRE SO45 2GB

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.