



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	09	2023		31	08	2024

Section A Reference and administration details

Charity name

The Roebuck School

Other names charity is known by

Registered charity number (if any) **1050391**

Charity's principal address

Inkerman Street

Preston

Lancs

Postcode

PR2 2BN

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	Mrs J Alexander-Steele			
2	Mrs S Karolia			
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

How the charity is constituted
(eg. trust, association, company)

Trustee selection methods
(eg. appointed by, elected by)

School
Unsure

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Both Mrs Alexander- Steele and Mrs Karolia believe that the previous bursar dealt with all of this and whilst they understand they are noted as trustees, they currently do not have a copy of the Governing document which would have been completed at the time of them being added on. As this is a previous bursar, we cannot contact them to see what has happened, therefore a copy of this document has been requested to be sent through to bursar@roebuck.lancs.sch.uk but have been advised that this can take 30 days to receive. (Requested 8/9/2025).

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Awaiting a copy of the Governing document but advised to still attach this document (by phone).

As above

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

None as we do not use as a charity.

Section E Financial review

Brief statement of the charity's policy on reserves

Awaiting Governing documents but funds carried over each financial year.

Details of any funds materially in deficit

No deficits

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

****Please note:** one of the reasons for requesting the Governing documents is so we can proceed with closure of the charity as feel this is not necessary as this was also the advice given to proceed on the phone call made on the 8/9/2025.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

Mrs J Alexander-Steele	
Head Teacher	

16/09/2025



The Roebuck School

Unofficial School Funds from 1st September 2023 to 31st August 2024

Receipt Date	Receipt Details	Ref	Total	Clothing	Fund Raising	Visits	Book Fair	Office	Postage	Bank Int	Photos	Class Resource	Mainten	Refreshments	Misc	Grant
9/5/2023	Hothersall Lodge & Joggers/Tshirts	500547	418.00	18.00		400.00										
9/11/2023	Interest on Statement	INT-Sep	0.09							0.09						
10/3/2023	Panto,Hothersall Lodge & Joggers	500548	414.60	25.00		389.60										
10/9/2023	Interest on Statement	INT-Oct	0.07							0.07						
10/10/2023	Panto,Hothersall Lodge & Joggers	500549	196.00	5.00		191.00										
10/17/2023	Panto & Joggers/Tshirt	500550	64.60	13.00		51.60										
10/31/2023	Panto, Hothersall Lodge & Karen (FSM)	500551	1,122.20			122.20									1,000.00	
11/7/2023	Panto, Hothersall Lodge & Joggers	500552	107.30	5.00		102.30										
11/9/2023	Payment from budget for inv 000052, 000053, 000054	BACS	91.75						11.75				20.00		60.00	
11/9/2023	Interest on Statement	INT-Nov	0.09							0.09						
11/14/2023	Panto & Hothersall Lodge	500553	93.50			93.50										
11/15/2023	Payment from budget for inv 000055	BACS	59.85												59.85	
11/21/2023	Panto, Hothersall Lodge & Hoodies	500554	370.70	40.00		330.70										
11/29/2023	Payment from budget for inv 000056	BACS	376.83	376.83												
11/30/2023	Panto, Joggers, Books Bag & Hoodies	500555	315.40	269.00		41.40									5.00	
12/6/2023	Panto, Hoodies, Hothersall & Tempest	500556	588.58	424.00		50.00					114.58					
12/11/2023	First Kicks	BACS	1,840.00												1,840.00	
12/11/2023	Interest on Statement	INT-DEC	0.09							0.09						
12/12/2023	Xmas Fayre	500557	1,274.00		1,274.00											
12/12/2023	Xmas Fayre	500558	93.90		93.90											
12/12/2023	Hothersall, Hoodies & Xmas Fayre	500559	122.70	60.00	42.70	20.00										
1/9/2024	Hothersall Lodge & Hoodies	500560	120.00	40.00		80.00										
1/9/2024	Interest on Statement	INT-Jan	0.10							0.10						
1/11/2024	First Kicks	BACS	160.00												160.00	
1/11/2024	Cool Kidz	BACS	1,220.00												1,220.00	
1/11/2024	Cool Kidz	BACS	1,460.00												1,460.00	
1/17/2024	Hothersall, Hoodies & Helmsore Mill	500561	91.50	19.00		72.50										
1/23/2024	Hothersall Lodge & Helmsore Mill	500562	254.50			254.50										
1/30/2024	Hothersall, Helmsore Mill & Bring Yer Wellies	500563	82.00			82.00										
2/5/2024	Hothersall, Helmsore Mill & Bring Yer Wellies	500564	135.00			135.00										
2/9/2024	Interest on Statement	INT-Feb	0.13							0.13						
2/16/2024	Payment from Budget for inv 000057, 000058, 000059	BACS	128.99										21.59		107.40	
2/20/2024	Hothersall, Helmsore, Bring Yer Wellies & PE Top	500565	220.00	5.00		215.00										
2/26/2024	First Kicks	BACS	200.00												200.00	
2/29/2024	Hothersall, Helmsore, Bring Yer Wellies & PE Top	500566	394.70			100.00									294.70	
01/03/2024	Payment from Budget for inv 000060	BACS	10.00										10.00			
3/5/2024	Hothersall, Helmsore Mill & Bring Yer Wellies	500567	222.50			222.50										
3/11/2024	Interest on Statement	INT-Mar	0.10							0.10						
3/12/2024	Hothersall, Helmsore, Bring yer wellies & Karen FSM	500568	280.00			87.50									192.50	
3/15/2024	First Kicks	BACS	1,060.00												1,060.00	
3/18/2024	Hothersall, Helmsore, Bring yer wellies & Turton Twr	500569	517.50			517.50										
3/18/2024	Preston school children funds/Towards Hothersall	500570	765.00			765.00										
3/26/2024	Ernest Cook Garden Grant	BACS	500.00													500.00
3/26/2024	Hothersall, Helmsore, Bring yer wellies, Turton Twr, Breakfast Club (Karen FSM), Trackies and Easter Raffle	500571	765.20	5.00	71.70	598.50									90.00	
4/3/2024	Payment from Budget for inv 000061, 000062	BACS	188.55												188.55	
4/9/2024	Interest on Statement	INT-Apr	0.11							0.11						
4/16/2024	Easter Raffle, Little Zoo, Breakfast Club (Karen FSM), Hothersall, Turton Twr, Bring yer wellies & Helmsore	500572	960.10		346.10	538.50									75.50	
4/18/2024	First Kicks	BACS	360.00												360.00	
4/25/2024	Hothersall, Bring yer wellies, Turton Twr & Helmsore Mill	500573	297.50			297.50										
4/30/2024	Turton Twr, Hothersall & Karen FSM	500574	651.00			465.00									186.00	
5/8/2024	Hothersall Lodge, Turton Twr & Karen FSM	500575	450.00			378.00									72.00	
5/9/2024	Interest on Statement	INT-May	0.12							0.12						
5/14/2024	Edina Trust Enthuse Science	BACS	400.00													400.00
5/14/2024	Hothersall Lodge, Karen FSM & VR Experience	500576	560.00			450.00									110.00	
5/21/2024	Hothersall, Turton Twr, Karen FSM & VR Experience	500577	712.00			632.00									80.00	
6/5/2024	Hothersall Lodge, Turton Twr & VR Experience	500578	495.00			495.00										
6/7/2024	Preston City Council Polling	BACS	150.00												150.00	
6/10/2024	Interest on Statement	INT-Jun	0.15							0.15						
6/13/2024	First Kicks	BACS	160.00												160.00	
6/14/2024	Harper Collins Credit	BACS	12.00									12.00				
6/14/2024	Budget for inv 000063,000064,000065,000066	BACS	521.00		325.00								12.00		184.00	
6/18/2024	Turton Twr, VR Experience & Karen FSM	500579	369.50		169.50										200.00	
6/21/2024	Payment from Budget for inv 000067, 000068	BACS	149.59												149.59	
7/2/2024	VR Experience, Shutterbugs (Ali) & Karen FSM	500580	151.50		63.00										88.50	
7/3/2024	Edge Hill University	BACS	668.75												668.75	
7/5/2024	Preston City Council	BACS	21,901.80													21901.80
7/9/2024	WBD Donation, Shutterbugs & VR Experience	500581	248.00		200.00	42.00									6.00	
7/9/2024	Interest on Statement	INT-Jul	0.15							0.15						
7/11/2024	Cardinal Newman/Maths Hub	BACS	500.00												500.00	
7/12/2024	Payment from Budget for inv 000069	BACS	31.39											31.39		
7/18/2024	VR Experience	500582	70.00		70.00											
7/26/2024	Martin Mere Coach Reimbursement	BACS	400.00		400.00											
7/30/2024	Edge Hill University	BACS	90.00												90.00	
8/9/2024	Preston City Council Polling	BACS	150.00												150.00	
8/9/2024	Interest on Statement	INT-Aug	0.30							0.30						
8/16/2024	Payment from Budget for inv 000072	BACS	314.55												314.55	
Total Figures			47,100.53	1304.83	2028.40	9247.80			11.75	1.50	114.58		63.59	31.39	11,482.89	22801.80

Payment Date	Payment Details	Ref No	Chq No	Chq Amt	Cash	Clothing	Fund Raising	Visits	Book Fair	Office	Postage	Photos	Class Resou	Mainten	Refreshments	Misc
9/11/2023	J Steele/Boombox/Nursery Fridge	1	3720	289.00												289.00
9/19/2023	CASH - Family Support Worker pot	2	3721	300.00	300.00											
9/20/2023	J Newsham/Fundrasing Pot Stickers	3	3722	10.80			10.80									
9/22/2023	LCC/To budget for Library purchase/Fundra	4	3723	33.13			33.13									Budget CR
10/10/2023	T Jackson/Postage of pupil files	5	3724	11.75							11.75					
10/10/2023	T Jackson/Open Day Banner	6	3725	60.00												60.00
10/10/2023	T Jackson/Flowers to parent nursery video	7	3726	25.00												25.00
10/10/2023	T Jackson/Purchase of flea-insect spray	8	3727	20.00										20.00		
10/17/2023	T Jackson/Purchase of KS1 Nativity	9	3728	59.85												59.85
10/30/2023	SSW Preston LTD	10	3729	376.83		376.83										Budget DR
11/1/2023	LCC/Cardinal Newman Donation Maths Hub	11	3730	1,000.00												1000.00
11/14/2023	SSW Preston LTD	12	3731	21.99		21.99										Budget CR
11/14/2023	J Steele/Purchase of undewear-Nursery	13	3732	20.50		20.50										
11/27/2023	T Jackson/Purchase of Aldi Vouchers	14	3733	690.00												690.00
12/1/2023	BG Fencing Ltd/Xmas Trees	15	3734	98.00												98.00
12/4/2023	CASH - Christmas Fayre Floats	16	3735	120.00	120.00											
12/6/2023	M Dobson - Christmas Fayre Willow	17	3736	10.00			10.00									
12/6/2023	V Heartfield -Christmas Fayre Sycamore	18	3737	10.00			10.00									
12/6/2023	R Duck - Christmas Fayre Hazel	19	3738	10.00			10.00									
12/11/2023	LCC/To 04sports for Panto payment made	20	3739	899.00				899.00								Budget CR
12/14/2023	G Mortimer - Christmas Fayre Birch	21	3740	15.00			10.00								5.00	
12/14/2023	Funky Graphics - Nursery Banner	22	3741	80.00												80.00
12/18/2023	V Heartfield - Class Party Sycamore	23	3742	5.00											5.00	
12/18/2023	E Lindley - Class Party Rowan	24	3743	5.00											5.00	
12/18/2023	K Hughes - Class Party Willow	25	3744	5.00											5.00	
12/21/2023	R Duck - Christmas Party Hazel	26	3745	5.00											5.00	
12/21/2023	J Newsham/Xmas Fayre & Party Beech/Maple	27	3746	20.00			10.00								10.00	
Total Figures				4,200.85	420.00	419.32	93.93	899.00			11.75			20.00	35.00	2,301.85

Payment Date	Payment Details	Ref No	Chq No	Chq Amt	Cash	Clothing	Fund Raising	Visits	Book Fair	Office	Postage	Photos	Class Resou	Mainten	Refreshments	Misc	
1/12/2024	LCC/To budget for First Kicks Letting	28	3747	1,840.00												1,840.00	Budget CR
1/17/2024	T Jackson/Course booked SW reimbursed	29	3748	47.40												47.40	Budget DR
1/17/2024	Information Commissioner -GDPR renewal	30	3749	60.00												60.00	Budget DR
1/17/2024	T Jackson/Metal Kick Plate KS2 reimbursed	31	3750	21.59										21.59			Budget DR
1/18/2024	SSW Preston LTD/Leavers Hoodies	32	3751	813.00		813.00											
1/23/2024	J Steele/Boxes for RBOW room reimbursed	33	3752	30.00												30.00	
1/29/2024	B Ward/DT Ingredients	34	3753	18.00									18.00				
2/2/2024	J Steele/Purchase of Vax cleaner for carpets	35	3754	10.00										10.00			Budget DR
2/8/2024	T Jackson/Wonderful Wednesday Biscuits	36	3755	9.12											9.12		
2/8/2024	LCC/To lettings for Sports Hall Hire Cool Kidz	37	3756	2,680.00												2,680.00	Budget CR
2/8/2024	LCC/To lettings for Sports Hall Hire First Kicks	38	3757	160.00												160.00	Budget CR
2/20/2024	T Jackson/purchase of badges Fundraising Pot	39	3758	20.58									20.58				
2/22/2024	J Steele/Head Teachers Cluster Meeting	40	3759	38.55											38.55		Budget DR
3/4/2024	T Jackson/Booking of course for 2 delegates	41	3760	150.00												150.00	Budget DR
3/5/2024	A Coley/Items for Science Experiment	42	3761	12.93									12.93				
3/6/2024	J Steele/Mothers Day Event-Refreshments	43	3762	140.87											140.87		
3/11/2024	LCC/Reimburse 04off for books bought	44	3763	99.88									99.88				Budget CR
3/11/2024	LCC/To budget for First Kicks Letting	45	3764	200.00												200.00	Budget CR
3/13/2024	TV Licence	46	3765	159.00												159.00	Budget DR
3/15/2024	T Jackson/Retirement Flowers HT Cluster	47	3766	25.00												25.00	Budget DR
3/18/2024	LCC/To lettings for Sports Hall Hire Cool Kidz	48	3767	1,060.00												1060.00	Budget CR
3/19/2024	Redline Travel/Let's Go Sing Coach	49	3768	325.00												325.00	Budget DR
3/25/2024	T Jackson/Keys cut for Site Supervisor KS2 Gate	50	3769	12.00										12.00			Budget DR
3/27/2024	Little Zoo to you/Nursery Visit	51	3770	145.00				145.00									
Total Figures				8,077.92		813.00		145.00					151.39	43.59	188.54	6,736.40	

Payment Date	Payment Details	Ref No	Chq No	Chq Amt	Cash	Clothing	Fund Raising	Visits	Book Fair	Office	Postage	Photos	Class Resou	Mainten	Refresh	Misc	Grants
4/22/2024	T Jackson/Flowers for Karen (operation)		52	3771	25.00											25.00	
4/22/2024	LCC/Chalk for yard		53	3772	37.86								37.86				
4/25/2024	Redline Travel/Helmshore Mill		54	3773	300.00			300.00									
4/25/2024	LCC/Helmshore Mill Journal		55	3774	218.00			218.00									
4/29/2024	Redline Travel/Bring yer wellies		56	3775	400.00			400.00									
5/17/2024	F Sharples/Nursery resources		57	3776	115.67								115.67				Budget DR
5/17/2024	V Heartfield/Art Boxes		58	3777	33.92								33.92				Budget DR
5/17/2024	T Jackson/SATs Breakfasts		59	3778	37.04										37.04		
5/17/2024	T Jackson/Ice Cream Van for SATs		60	3779	61.50										61.5		Budget DR
5/20/2024	LCC/To budget for First Kicks Letting		61	3780	360.00											360.00	Budget CR
6/6/2024	T Jackson/Flowers for Alison (operation)		62	3781	25.00											25.00	
6/10/2024	VOID CHEQUE	X		3782	X	X	X		X	X	X	X	X	X	X	X	X
6/10/2024	Mr J Newsham/English Topic Books bought wbd		63	3783	32.46			32.46									
6/13/2024	J Steele/HT Cluster Meeting Refreshments		64	3784	31.39										31.39		Budget DR
6/17/2024	LCC/Edina Trust Grant (Science)		65	3785	400.00												400.00 Budget CR
6/19/2024	Redline Travel/Turton Tower		66	3786	400.00			400.00									
6/19/2024	LCC/Turton Tower funds to trip		67	3787	210.00			210.00									Budget CR
6/19/2024	Redline Travel/Hothersall Lodge		68	3788	600.00			600.00									
6/19/2024	LCC/Hothersall Lodge to trips		69	3789	4,735.00			4735.00									Budget CR
6/28/2024	A Coley/Shutterbugs Equipment		70	3790	61.42											61.42	
6/28/2024	T Jackson/Flowers for Jo (operation)		71	3791	25.00											25.00	
7/2/2024	J Steele/Overalls to deep clean areas		72	3792	19.96									19.96			
7/8/2024	J Steele/Overalls to deep clean areas		73	3793	19.96									19.96			
7/8/2024	J Steele/100 book reads (WBD Donation)		74	3794	33.01			33.01									
7/15/2024	J Steele/Sweets for year 6 leavers		75	3795	56.92										56.92		
7/17/2024	LCC/VR Experience in to trips		76	3796	559.50			559.50									Budget CR
7/17/2024	VOID CHEQUE	X		3797	X	X	X		X	X	X	X	X	X	X	X	X
7/17/2024	F Sharples/French Day Foods		77	3798	37.28										37.28		
7/18/2024	Redline Travel/Marton Mere trip		78	3799	400.00			400.00									
7/18/2024	SSW Preston LTD/EYFS Book Bags		79	3800	314.55											314.55	
7/19/2024	T Jackson/Disco £100 Pizzas £95.30 Flowers £25.00		80	3801	220.30										95.30	125.00	
7/22/2024	J Steele/Disco crisps and drinks etc for yr6		81	3802	25.63										25.63		
Total Figures				9796.37			65.47	7822.5					187.45	39.92	345.06	935.97	400.00

The Roebuck

School Fund Account 1/9/2023 to 31/8/2024

Balance at bank @ 31.8.24	£ 35030.44
Less Unpresented Cheques	<u>£ 319.55</u>
	£
Plus Reconciled credits	<u>£ 0</u>
Total	£ 34710.89



Name Tracey Jackson

Treasurer

I certify the above account to be correct in accordance with the books furnished for audit and explanation given in the course thereof.



Name Mandy Gaitens

Auditor



Name Jill Alexander Steele

Headteacher