

# BUNGAY GRAMMAR SCHOOL FOUNDATION

England & Wales · Charity number 1072351

## Details

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**Other names** BUNGAY GRAMMAR SCHOOL FOUNDATION

**Status** Registered

**Legal form** Other

**Registered** 1998-11-09

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Bungay High School (FAO C Seppings)  
Queens Road  
Bungay  
Suffolk  
NR35 1RW

**Phone** 01508518197

**Email** [mail@bungayhigh.co.uk](mailto:mail@bungayhigh.co.uk)

**Website** [www.bungayhigh.co.uk](http://www.bungayhigh.co.uk)

## Activities

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**Objects:** (1) TO PROMOTE THE EDUCATION OF CHILDREN AND YOUNG PEOPLE BETWEEN THE AGES OF 11 AND 18 YEARS WHO ATTEND BUNGAY HIGH SCHOOL AT ANY TIME. (2) IF AND SO FAR AS THE INCOME OF THE CHARITY CANNOT BE APPLIED TOWARDS THE OBJECT SPECIFIED IN SUB -CLAUSE (1) ABOVE, THE TRUSTEES MAY APPLY IT IN PROMOTING THE EDUCATION OF CHILDREN AND YOUNG PEOPLE BETWEEN THE AGES OF 11 AND 18 YEARS WHO ATTEND OTHER SCHOOLS IN THE AREA OF BENEFIT.

**Activities:** To promote the education of children and young people between the ages of 11 and 18 years who attend Bungay High School at any time.

## Classification

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- **How:** Makes Grants To Organisations
- **What:** Education/training
- **Who:** Children/young People

## Geography

- **Area of benefit:** BUNGAY
- Suffolk

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £11,510 | £14,560     | -      | -         |
| 2024-03-31 | £15,705 | £12,931     | -      | -         |
| 2023-03-31 | £10,154 | £23,157     | -      | -         |
| 2022-03-31 | £25,074 | £13,388     | -      | -         |
| 2021-03-31 | £10,303 | £8,892      | -      | -         |

## Trustees

| Name                      | Role | Appointed  |
|---------------------------|------|------------|
| ANN TODD                  |      |            |
| CLARE HELEN SEPPINGS      |      |            |
| Chanel Oswick             |      | 2022-03-03 |
| Christine Ann Douglas     |      | 2021-02-04 |
| Dan Keates                |      | 2024-04-30 |
| Helen Donelan-Bell        |      | 2025-11-27 |
| Jonathan Crickmore        |      | 2023-04-18 |
| MRS JOHNSON               |      |            |
| Natasha Anne van Dijk     |      | 2022-03-03 |
| Stella Margaret Mackenzie |      | 2017-11-15 |

**BUNGAY GRAMMAR SCHOOL FOUNDATION**

England & Wales - Charity number 1072351

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# Accounts

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15 NOV 2022  
NEWMAN & CO

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**  
**CHARITY NO: 1072351**

**Newman & Co**  
**Chartered Accountants**  
**7 Hungate**  
**Beccles**  
**Suffolk**  
**NR34 9TT**

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**INDEX TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

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**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**CHARITY REGISTRATION 1072351**  
**THE ANNUAL REPORT**

The Trustees submit the Annual Report and Accounts of the Charity for the year ended 31<sup>st</sup> March 2022.

**LEGAL AND ADMINISTRATIVE DETAILS**

|                               |   |
|-------------------------------|---|
| <b>Constitution:</b>          | BUNGAY GRAMMAR SCHOOL FOUNDATION  |
| <b>Registered Address:</b>    | Bungay High School<br>Queens Road<br>Bungay<br>Suffolk<br>NR35 1RW  |
| <b>Trustees:</b>              | Mr. A. Goduti – Resigned 31.08.21<br>Mrs. C. Oswick – Appointed 01.09.22<br>Mrs. S. Mackenzie<br>Mr. R.C.B. Allen<br>Mrs. C. Seppings<br>Mr. R.V. Brand<br>Rev. W. Jenner – Resigned 03.03.22<br>Mrs. C. Johnson<br>Mrs. A. Todd<br>Mrs. C. Douglas – appointed 28.04.21<br>Mrs. N. van Dijk – appointed 03.03.22 |
| <b>Secretary:</b>             | Mr. A. Goduti – Resigned 31.08.21<br>Mrs. C. Oswick – Appointed 01.09.22  |
| <b>Bankers:</b>               | Natwest Bank PLC<br>53 London Road North<br>Lowestoft<br>Suffolk<br>NR32 1BJ  |
| <b>Independent Examiners:</b> | Newman & Co<br>7 Hungate<br>Beccles<br>Suffolk<br>NR34 9TT  |
| <b>Principal Objects:</b>     | The principal object of the Charity is to promote the education of children and young people between the ages of 11 and 18 years who attend Bungay High School at any time.   |

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**CHARITY REGISTRATION 1072351**

**TRUSTEES REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

The Trustees present their report along with the financial statements of the charity for the year ended 31<sup>st</sup> March 2022. The financial statements have been prepared in accordance with the accounting policies set out on page 9 and comply with the charity's trust deed and applicable law.

**COMMITTEE OF MANAGEMENT**

|               |             |  |
|---------------|-------------|--|
| Trustees      | - Nominated | - Mr. R.C.B. Allen, Ms. C. Douglas, Mrs. C. Seppings, Mrs. C. Johnson,<br>Mrs. N. van Dijk |
|               | - Co-opted  | - Mr. R. Brand, Mrs. A. Todd, Rev. W. Jenner,<br>Mrs. S. Mackenzie                         |
| Chairman      |             | - Mrs. C. Seppings   |
| Vice Chairman |             | - Mrs. C. Johnson  |
| Secretary     |             | - Mr. A. Goduti/Mrs. C. Oswick   |

**STATEMENT OF RESPONSIBILITIES OF THE COMMITTEE**

Charity law requires the Committee of Management to prepare accounts for each financial year which give a true and fair view of the assets and current liabilities of the Charity and of the income and expenditure of the Charity for that period. In preparing those accounts, the Committee are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in business

The Charity must cause proper accounting records to be kept and establish and maintain systems of control of its business and records and of inspection and report. The accounting records must show and explain the transactions of the Charity and disclose with reasonable accuracy and promptness the financial position of the Charity at any time. The accounting records and the systems of control and of inspection and report must:

- enable the Committee of Management properly to discharge the duties imposed on them by or under the Charities Act 1993 (including ensuring that the Accounts comply with the Charities Act 1993 and regulations made under it) and their function of direction of the affairs of the Charity; and
- enable the Charity properly to discharge the duties imposed on it or under the Charities Act 1993.

Hence, the Committee of Management is responsible for safeguarding the assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

**PRINCIPAL OBJECTIVES**

The principal objectives of the Charity are to promote the education of children and young people between the ages of 11 and 18 years who attend Bungay High School at any time. The Trustees of the Foundation are confident that these aims are fully met under the Public Benefit Requirement of the Charity Act 2006.

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**CHARITY REGISTRATION 1072351**

**TRUSTEES REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022 CONTD....**

**REVIEW OF THE CHARITY'S ACTIVITIES FOR THE PERIOD**

The results for the year ended 31<sup>st</sup> March 2022 and the financial position of the Charity are shown on the annexed financial statements.

The first meeting of the year was held on Teams on 28<sup>th</sup> April 2021. At the meeting Mrs. C. Seppings was elected Chair for a maximum tenure of three years and Mrs. C. Johnson as Vice Chair. Mrs. C. Douglas was welcomed as a new Trustee.

The Income and Expenditure Accounts for the year to 31<sup>st</sup> March 2021 were approved by the meeting and signed by the Chairman before submission to Newman & Co for their review.

The meeting considered proposals put forward by the Deputy Headteacher relating to improvements to the learning environment and were pleased to be able to offer support following an update on the Foundation's financial position. Various other financial matters were discussed, including the change of account signatories and a draft Reserves Policy. Trustees were pleased to receive the Headteacher's Report.

The meeting planned for 24<sup>th</sup> November 2021 was cancelled.

At the meeting held on 3<sup>rd</sup> March 2022 the accounts for the year ended 31<sup>st</sup> March 2021 were approved the Trustees. Two signed copies were delivered to Newman & Co for completion. The Annual Return was then submitted online to the Charities Commission.

Following the appointment of Mr. A. Goduti as CEO of EAST in September 2021, the new Bungay High School Headteacher, Mrs. C. Oswick, was welcomed to the meeting. Mr. W. Jenner, who had decided not to apply for re-election, was thanked by the Chair for his many years of supporting Bungay High School and latterly the Foundation. Mrs. N. van Dijk was welcomed as a new nominated Trustee.

A financial update was discussed. Trustees agreed to support the school in 2022-23 with contributions towards various educational items proposed by the Headteacher. The meeting was pleased to hear from Mrs. Oswick about the positive outcome of the recent Ofsted report and were very interested in the capital improvements and extension works happening around the school site.

Funds distributed during the year amounted to: -

Bungay High School: £13,046

**Risk Policy**

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that the systems are in place to mitigate the exposure to the major risks.

**Statement of trustees' responsibilities**

Law applicable to charities in England and Wales requires the trustees to prepare the Annual Report and financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standard and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statement;
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**CHARITY REGISTRATION 1072351**

**TRUSTEES REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022 CONTD....**

**Statement of trustees' responsibilities contd....**

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Approval**

This report was approved the trustees on ..... 14-11-22 ..... and signed on their behalf.

Signed.....  .....  
Chairman – C. Seppings

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

|   | Notes | High School<br>Fund<br>£ | Endowment<br>Fund<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|---|-------|--------------------------|------------------------|--------------------|--------------------|
| <b>Income &amp; Expenditure</b>                         |       |                          |                        |                    |                    |
| <b>Incoming Resources</b>                               |       |                          |                        |                    |                    |
| Investment Income                                       | 2     | 25,074                   | -                      | 25,074             | 10,303             |
|   |       | <u>25,074</u>            | <u>-</u>               | <u>25,074</u>      | <u>10,303</u>      |
| <b>RESOURCES EXPENDED</b>                               |       |                          |                        |                    |                    |
| Cost of generating funds:                               |       |                          |                        |                    |                    |
| Direct Charitable Expenditure                           | 3     | 13,046                   | -                      | 13,046             | 8,550              |
| Management and Administration<br>Costs                  | 4     | 342                      | -                      | 342                | 342                |
|   |       | <u>13,388</u>            | <u>-</u>               | <u>13,388</u>      | <u>8,892</u>       |
| <b>Net Movement in Funds<br/>for the Year</b>           |       |                          |                        |                    |                    |
|   |       | <u>11,686</u>            | <u>-</u>               | <u>11,686</u>      | <u>1,411</u>       |
| Net Movement in Cash Funds                              |       | 11,686                   | -                      | 11,686             | 1,411              |
| Increase in Value of Investment                         | 5     | 14,366                   | -                      | 14,366             | 57,127             |
| Reconciliation of funds:                                |       |                          |                        |                    |                    |
| Total Funds brought forward<br>at 1 April 2021          |       | 89,782                   | 295,646                | 385,428            | 326,890            |
| <b>Total Funds carried forward<br/>At 31 March 2022</b> |       | <u>115,834</u>           | <u>295,646</u>         | <u>411,480</u>     | <u>385,428</u>     |

The notes on pages 9 to 10 form part of these financial statements.

**BUGAY GRAMMAR SCHOOL FOUNDATION**  
**SUMMARY OF INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

|  | Note | 2022<br>£      | 2021<br>£     |
|--|------|----------------|---------------|
| Gross income of continuing operations      |      | 25,074         | 10,303        |
| Total expenditure of continuing operations |      | 13,388         | 8,892         |
| <b>Net Surplus for the Year</b>            |      | <u>£11,686</u> | <u>£1,411</u> |

The Summary Income and Expenditure Account is derived from the Statement of Financial Activities on page 5 which, together with the notes to the accounts on pages 9 to 10, provides full information on the movements during the year on all the funds of the Charity.

The notes on pages 9 to 10 form a part of these financial statements.

**BUNGAY GRAMMAR SCHOOL FOUNDATION**

**BALANCE SHEET**  
**AS AT 31 MARCH 2022**

|                                     | Notes | £             | 2022 | £               | £ | 2021          | £                |
|-------------------------------------|-------|---------------|------|-----------------|---|---------------|------------------|
| <b>INVESTMENTS</b>                  |       |               |      |                 |   |               |                  |
| C.C.L.A Investment Fund             | 5     |               |      | 361,388         |   |               | 347,022          |
| <b>CURRENT ASSETS</b>               |       |               |      |                 |   |               |                  |
| Bank Accounts                       |       | 18,215        |      |                 |   | 6,530         |                  |
| Deposit Accounts                    |       | 32,057        |      |                 |   | 32,056        |                  |
|                                     |       | <u>50,272</u> |      |                 |   | <u>38,586</u> |                  |
| <b>CURRENT LIABILITIES</b>          |       |               |      |                 |   |               |                  |
| Amounts falling due within one year |       | 180           |      |                 |   | 180           |                  |
|                                     |       |               |      | 50,092          |   |               | 38,406           |
| <b>NET ASSETS</b>                   |       |               |      | <u>£411,480</u> |   |               | <u>£ 385,428</u> |
| <b>REPRESENTED BY:</b>              |       |               |      |                 |   |               |                  |
| <b>CAPITAL FUNDS</b>                |       |               |      |                 |   |               |                  |
| Endowments                          | 6     |               |      | 295,646         |   |               | 295,646          |
| <b>ACCUMULATED FUNDS</b>            |       |               |      |                 |   |               |                  |
| <b>- UNRESTRICTED</b>               |       |               |      |                 |   |               |                  |
| Bungay High School Fund             |       |               |      | 115,834         |   |               | 89,782           |
|                                     |       |               |      | <u>£411,480</u> |   |               | <u>£ 385,428</u> |

The financial statements were approved by the Trustees on 14/11/2022 and signed on their behalf by

 Trustee

The notes on pages 9 to 10 form part of these financial statements.

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

|                                       | 2022<br>£               | 2021<br>£              |
|---------------------------------------|-------------------------|------------------------|
| <b>SOURCE OF FUNDS</b>                |                         |                        |
| Net Income for the year               | 11,686                  | 1,411                  |
| <b>Total funds Retained</b>           | <u>£11,686</u><br>===== | <u>£1,411</u><br>===== |
| <br>                                  |                         |                        |
| <b>INCREASE IN FUNDS FOR THE YEAR</b> | <u>£11,686</u><br>===== | <u>£1,411</u><br>===== |
| <br>                                  |                         |                        |
| <b>MOVEMENT IN FUNDS</b>              |                         |                        |
| Movement in creditors                 | -                       | -                      |
| <br>                                  |                         |                        |
| <b>Movement in liquid funds:</b>      |                         |                        |
| Increase in bank balances             | 11,686                  | 1,411                  |
|                                       | <u>£11,686</u><br>===== | <u>£1,411</u><br>===== |

The notes on pages 9 to 10 form part of these financial statements.

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**1. ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005, and applicable UK Accounting Standards and the Charities Act 2011.

**Incoming Resources**

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measure with sufficient reliability. This includes legacies received.

**Resources Expended**

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

**Costs of generating Funds**

Costs of generating funds are those costs incurred for fund raising purposes.

**Charitable Activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities for its beneficiaries. These costs are listed at note 3.

**Governance Costs**

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity, and include its audit fees and costs linked to the strategic management of the charity. These costs are listed in note 4.

**2. INVESTMENT INCOME**

|                         | 2022           | 2021           |
|-------------------------|----------------|----------------|
|                         | £              | £              |
| Virgin Bond Interest    | 40             | 147            |
| C.C.L.A Investment Fund | 10,034         | 10,155         |
| NatWest                 | -              | 1              |
| Sale of COIF Units      | 15,000         | -              |
|                         | <u>£25,074</u> | <u>£10,303</u> |
|                         | =====          | =====          |

**3. COSTS OF CHARITABLE ACTIVITIES ('Direct Costs')**

|  | 2022           | 2021          |
|--|----------------|---------------|
|  | £              | £             |
| Bungay High School -- Prize Day Awards | 50             | 50            |
| Bungay High School – Air Con           | 12,996         | -             |
| Bungay High School – Library           | -              | 4,500         |
| Bungay High School – Study Area        | -              | 4,000         |
|  | <u>£13,046</u> | <u>£8,550</u> |
|  | =====          | =====         |

**BUNGAY GRAMMAR SCHOOL FOUNDATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022 contd...**

**4. GOVERNANCE COSTS (Support Costs)**

|                          | 2022<br>£   | 2021<br>£   |
|--------------------------|-------------|-------------|
| Administration           | 150         | 150         |
| Accountants Remuneration | 192         | 192         |
|                          | <u>£342</u> | <u>£342</u> |
|                          | =====       | =====       |

**5. INVESTMENTS**

|  | 2022<br>£ | 2021<br>£ |
|--|-----------|-----------|
| CCLA Charity Investment Fund Units           |           |           |
| 18,587.52 units at valuation –<br>31.03.2022 | 361,388   |           |
| 19,395.90 units at valuation –<br>31.03.2021 |           | 347,022   |
|  | =====     | =====     |

**6. ENDOWMENTS**

|                    | 2022<br>£       | 2021            |
|--------------------|-----------------|-----------------|
| Bungay High School | 295,646         | 295,646         |
|                    | <u>£295,646</u> | <u>£295,646</u> |
|                    | =====           | =====           |

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
BUNGAY GRAMMAR SCHOOL FOUNDATION**

I report on the accounts of the Charity for the year ended 31<sup>st</sup> March 2022, which are set out on pages 1 to 10.

**Respective responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the charities act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- to state whether particular matters have come to my attention

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual terms or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true & fair" view & the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Leslie Robert Newman FCA  
Newman & Co  
Chartered Accountants  
7 Hungate  
Beccles  
Suffolk  
NR34 9TT

Date: 15.11.2022