



The Friends of the Vineyard School (FoV) fund Report to Parents 2023-24

Many thanks to all those families who have donated funds to the Friends of The Vineyard School fund (FoV fund) over the last year. Many schools ask their families for extra help with financing school plans and The Vineyard would not be the school it is without your help.

Last year the FoV fund received income of over £25,000, including £8,500 from HMRC from gift aid.

We have used part of our funds to buy iPads for our IT lessons and to provide staff cover so that as many of our pupils as possible get the chance to take part in sports tournaments. We have supported a staff member to gain a qualification in Social Therapeutic Horticulture and she is now delivering weekly nurture interventions across the school. She has also ensured that her knowledge has been shared with her colleagues and we will be able to support individual children with new ideas and resources. Other funds have been used to purchase the additional resources for lessons and sport that the school always needs.

Staff wellbeing is important for the school and all our staff appreciated the donation towards their wellbeing. This donation provides the tea and coffee (with occasional biscuits on INSET days) which keep our staff going!

We have carried over £9,800 to 2024-25. Some of this money is already committed to providing additional sport sessions and at the moment we are putting aside a little money to help contribute towards the development of the school field. This amount will grow as the project continues to take shape. The school is very fortunate to have the space that it does and we need to make sure that we maximise the use of our facilities to benefit all our pupils. We can only consider such a project if we can get funding from external grants, as well as the PTA and FoV.

As you may know, the Friends of The Vineyard School was set up as a charity in 1999 to advance the education of the pupils of The Vineyard. Funds raised are deployed to support the objectives outlined in the annual [School Development Plan](#) and the strategic objectives of the school as determined by the Board of Governors.

We thank all our families for supporting this important fund to benefit all our pupils.

Receipts and Payment Account 1st April 2023 to 31 March 2024

Cash Carried Forward £32,023.96

Receipts:

	Number Monthly	
Regular Parental Donations	7	£2,890.00
		£12,214.5
CaF	7	
Uniform/Other Commissions		£1,918.29
HMRC		£8,556.19
RPLC		£0.00
		<u>£25,579.0</u>
Total income		<u>5</u>

Payments:

Indemnity Insurance	£0.00
	£47,704.3
Main a/n payment	1
Bank/Commission charges	£85.00
	<u>£47,789.3</u>
	<u>1</u>

Net Receipts / payments

-
£22,210.2
6

Bank Statement Reconcilled to 31 March 2024

£9,813.70

Liabilities:

Commitments:

JA Sport sessions (budgeting 23/24)	£2,160.00
FoV 10% contribution to PTA	£1,148.46

**Available funds in
2024/25:**

£6,505.24



The Vineyard School

Independent Review of School Fund Accounts Financial Year 2023/24.

The independent review of interim financial information consists principally of applying analytical procedures to financial data and making enquiries of persons responsible for financial and accounting matters. It is substantially less in scope than a formal audit. The outcome sought is to give assurance that there has been reasonable management of the Fund and that the Accounts are a true representation of the Fund objectives.

Background

The school uses a spreadsheet to records all income and expenditure relating to the school. The school fund has a number of budget headings for Income. Apart from service charges the expenditure relates to reimbursements by cheque to main school budget for purchases made from the school budget account.

Checks Undertaken

As part of the review the following checks were made

- ✓ Agreed Opening Balances to Bank Accounts
- ✓ Agreed Closing Balances to Bank Accounts
- ✓ Checked Debit Entries Against the Bank Statement
- ✓ Checked Credit Entries Against the Bank Statement
- ✓ Followed the audit trail of transfers between the School Fund Bank Account to the School Budget Bank Account.
- ✓ Reviewed all supporting documents relating to the transfers.

2023/24 Final Accounts

Receipts and Payment Account 1st April 2023 to 31 March 2024

Cash Carried Forward £32,023.96

Receipts:

	Number Monthly	
Regular Parental Donations to date	7	£2,890.00
Fundraising/Parental One off donations		£0.00
Uniform/Other Commissions		£1,918.29
HMRC		£8,556.19
CAF		£12,214.57
RPLC		£0.00
Total income		£25,579.05

Payments:

Indemnity Insurance	£0.00
Main a/n payment	£47,704.31
Bank/Commission charges	£85.00
	£47,789.31

Net Receipts / payments -£22,210.26

Bank Statement Reconciled to 31 March 2024

£9,813.70

Liabilities:

Commitments:

JA Sport sessions (budgeting 23/24)	£2,160.00
FoV 10% contribution to PTA	£1,148.46

Available funds in 2024/25: £6,505.24

Findings

As part of the review, I identified small discrepancies with the cheque payment 100023 and the school provided additional evidence which confirmed that the transfer included a small (£34) amount of VAT which will be corrected in next transfer.

Within the accounts the transfers are shown as one amount but made up of numerous different payments and this should be addressed in future accounts as per the recommendation below.

Summary

I can confirm that the School Fund accounts represent a true account of the income and expenditure for the financial year 2023/24.

Recommendations

At present the expenditure entries are just shown as a transfer to the school budget but supporting documentation details what the expenditure relates to. It would be clearer if the individual transactions that make up the balance transfer were detailed on the accounting spreadsheet so this could be shared with the Governors to show how the monies had been used plus making it easier to reconcile the transaction to the supporting documentation.



Barry Walder
Schools Management Support Ltd
Dated: 21st May 2024