

SELBY ABBEY CE (C) PRIMARY SCHOOL FUND

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31ST MARCH 2024

Trustees

John Weetman, Chair
Nikola Idle, Trustee
Thomas Shakesby, Trustee
Robert Berry, Trustee
Ann Tennant, Trustee
Lisa Beaston, Trustee
Susan Blair, Trustee
Jackie Horner, Trustee
Louise Dunn, Trustee
Rachel Ray, Trustee
Isca Watson, Trustee
Chido Mwayera, Trustee
Oliver Holliday, Trustee

Charity registered number

1090572

Principal office

Selby Abbey CofE Primary School Fund, New Lane, Selby, Yorkshire YO8 4QB

SELBY ABBEY CE (C) PRIMARY SCHOOL FUND

TRUSTEES' REPORT

FOR YEAR ENDED 31ST MARCH 2024

The trustees present their annual report together with the Financial statements of Selby Abbey CE (C) Primary school fund (the charity).

The charity operates under the name Selby Abbey Primary School Fund.

Structure, governance and management

a. Method of appointment or election of Trustees

Trustees are proposed and appointed by the full board of Trustees. The full board consists of representatives from a number of interested bodies, and comprises of 13 governors in total, being appointed from the following: -

2 Community

1 LEA

3 Parent

3 Foundation

1 Teaching Staff (Headteacher)

3 Other staff

b. Policies adopted for the induction and training of Trustees

New trustees are provided with a comprehensive induction pack from North Yorkshire Council and a induction pack from the school.

c. Organisational structure and decision making

The day to day decision making is delegated by the board to the Finance Sub-Committee.

Objectives and Activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commissions relating to public benefit.

SELBY ABBEY CE (C) PRIMARY SCHOOL FUND

TRUSTEES' REPORT (continued) **FOR YEAR ENDED 31ST MARCH 2024**

The objects of the fund are to advance the education of the pupils of Selby Abbey (C) Primary school. This will be achieved through providing or assisting the provision of education, recreational and other charitable facilities in augmentation of such facilities financed by the local Education Authority.

Specific activities undertaken in furtherance of the objects of the Fund include:

- Arranging visits and excursions for the children of the school, and;
- Arranging other events for fundraising purposes.

Achievements and performance

a. Review of activities

The fund arranged a number of activities during the year as part of its purpose to advance the education of pupils at the school. These included

Financial review

a. Expectational items

The charity received a grant of £22396.34 to replace all lighting in school to L.E.D.

Plans for the future

a. Future developments

The charity will continue to arrange educational trips and other events in line with its objectives.

b. Going concern

The Trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Trustees' responsibilities statement

The Trustees are responsible for preparing the trustees, report and the financial statements in accordance with applicable law and United Kingdom accounting standards (United Kingdom Generally Accepted Accounting practice).

The law applicable to charities in England & Wales 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

SELBY ABBEY CE (C) PRIMARY SCHOOL FUND

TRUSTEES' REPORT (continued)

FOR YEAR ENDED 31ST MARCH 2024

and the incoming resources an application of resources 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 account estimates that are reasonable and prudent;
- State whether applicable UK accounting Standards have been followed, subject to any departures disclosed and explained financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and 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, the charity (accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

This report was approved by the Trustees on 28.01.2025 and signed on their behalf by:



.....
John Weetman
Chair

SELBY ABBEY CE PRIMARY SCHOOL FUND

RECEIPTS AND PAYMENTS ACCOUNT FOR YEAR ENDING

3/31/2024

Receipts

| | 2023-2024 | 2022-2023 | |
|---|------------|-----------|-------------------------------|
| | £ | £ | |
| 2020 Year 2 residential | | | |
| Audus Memorial Education foundation grant | | | |
| Christmas charity donation | | | |
| KS 1Milk Money | | | |
| Miscellaneous | | | |
| Parent pay income | | | |
| Water aid | | | |
| Donation income | 9764.70 | 2460.66 | Split provided by SBM from RM |
| Charity donation | 28032.74 | | Split provided by SBM from RM |
| General fundraising | 0.00 | 954.90 | |
| Children in need | | | |
| Save the children christmas jumper day | 0.00 | 71.00 | |
| | → 37797.44 | → 3486.56 | |

Payments

| | | | |
|---|------------|-----------|-------------------------------|
| Year 6 residential | | | |
| Parent pay service chage | | | |
| Parent pay expenditure | | | |
| Save the children christmas 2000 Jumper | | | |
| YR 2 York Museum & Gallery Trip | | | |
| Young Voices | | | |
| School Fund Expenditure | 25886.78 | 1436.03 | Split provided by SBM from RM |
| Miscellaneous expenditure | | | |
| Charity donation | | | |
| Waterex | | | |
| | → 25886.78 | → 1436.03 | |

Net of Receipts/(Payments)

| | | |
|--------------------------|--------------------------|--------------------------|
| | 11910.66 | 2050.53 |
| Cash funds last year end | 10261.04 | 8210.51 |
| Cash funds this year end | <u>22171.70</u> A | <u>10261.04</u> A |

SELBY ABBEY CE PRIMARY SCHOOL FUND

BALANCE SHEET

31/03/24

| | | 2023-2024 | | 2022-2023 | |
|----------------------------------|----------|-----------|----------|-----------|---------|
| | | £ | £ | £ | £ |
| School Fund as at | 4/1/2023 | 10261.04 | | 8210.51 | |
| Excess of receipts over payments | | 11910.66 | | 0.00 | |
| School Fund as at | 31/03/24 | → | 22171.70 | → | 8210.51 |

Represented by

| | | | | | |
|----------------------------|-----------|----------|----------|----------|----------|
| Current Account at | 3/31/2024 | 22170.38 | | 10259.72 | |
| less unrepresented cheques | | 0.00 | | 0.00 | |
| | | → | 22170.38 | → | 10259.72 |
| Deposit Account | | | | | |
| Petty Cash | | 1.32 | | 1.32 | |
| Add unbanked income | | | | 0.00 | |
| | | → | 1.32 | → | 1.32 |
| Balance of accounts at | 31/03/24 | | 22171.70 | | 10261.04 |

The bank has closed its branch so they have to pay monies in re Post Office .. PO strict rules about what it will accept so will cash with a larger amount

SELBY ABBEY SCHOOL FUND

Account Balance Statement

3/31/2024

| | | |
|--|----------|--------------------------------|
| | | £ |
| Balance shown on actual statement | | 22170.38 |
| Add cash (if any) paid into the account, not recorded on statement | | |
| Petty cash | | <u>1.32</u> |
| | Total | <u>22171.70</u> |
| Deduct cheques/cash (if any) drawn, not recorded on the statement | | |
| cheque no | | |
| | <u>0</u> | |
| | → | |
| | Total | <u>0.00</u> |
| | | <u>22171.70 A</u> |
| Balance shown on cash book | | <u>22171.70</u> Should match A |

| | | | |
|-------------|-------------|-----------|----------|
| | Virgin Bnak | | |
| | | 10259.72 | |
| js | 4/3/2023 | 220 | 10479.72 |
| red nose | 4/3/2023 | -87.05 | 10392.67 |
| concert sa | 6/22/2023 | 740 | 11132.67 |
| | 6/26/2023 | 22396.34 | 33529.01 |
| | 7/4/2023 | -250 | 33279.01 |
| concert sa | 7/14/2023 | 370 | 33649.01 |
| concert sa | 7/24/2023 | 339.4 | 33988.41 |
| water | 10/9/2023 | 205.67 | 34194.08 |
| drax cop | 10/9/2023 | 350 | 34544.08 |
| mob acad | 10/12/2023 | -22396.34 | 12147.74 |
| parentpay | 11/21/2023 | 490.38 | 12638.12 |
| parentpay | 11/28/2023 | 259.96 | 12898.08 |
| parentkind | 12/4/2023 | -140 | 12758.08 |
| parentpay | 12/5/2023 | 285.56 | 13043.64 |
| parentpay | 12/12/2023 | 168.2 | 13211.84 |
| Drax Frant | 12/14/2023 | -350 | 12861.84 |
| FPS JERU | 12/15/2023 | 590 | 13451.84 |
| water aid | 12/19/2023 | 60 | 13511.84 |
| carol servi | 12/19/2023 | 188.38 | 13700.22 |
| disco | 12/19/2023 | 210 | 13910.22 |
| PARENTP | 12/19/2023 | 171.29 | 14081.51 |
| ny Council | 12/28/2023 | 5000 | 19081.51 |
| Xmas Cor | 1/30/2024 | 334.67 | 19416.18 |
| | 2/6/2023 | -17 | 19399.18 |
| | 2/8/2024 | 76.53 | 19475.71 |
| | 2/8/2024 | 660.94 | 20136.65 |
| | 2/8/2024 | 1092 | 21228.65 |
| | 2/8/2024 | 2500 | 23728.65 |
| | 3/12/2024 | -500 | 23228.65 |
| | 3/19/2024 | 208.16 | 23436.81 |
| book fair | 3/19/2024 | 827.69 | 24264.5 |
| c bromlet | 3/19/2024 | -150 | 24114.5 |
| | 3/20/2024 | -56.43 | 24058.07 |
| | 3/20/2024 | -1887.69 | 22170.38 |
| | | | |
| | Income | 37745.17 | |
| | Expenditure | 25834.51 | |
| | Net Income | 11910.66 | |
| | | | |
| | Check | 10259.72 | |
| | | 11910.66 | |
| | | 22170.38 | |

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

| | |
|-----------------------------------|----------------------------|
| Report to the trustees/members of | Selby Abbey Primary School |
| On accounts for the year ended | 31/03/2024 |

| | |
|---|---|
| Respective responsibilities of trustees and examiner | As the funds trustees you are responsible for the preparation of the accounts. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners, 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 and a comparison of the accounts presented with those records. It also includes consideration of any unusual items 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 I do not express an audit opinion on the view given by the accounts. |
| Independent examiner's statement | <p>In connection with my examination, no matter has come to my attention (other than that disclosed overleaf *):</p> <p>(1) which gives me reasonable cause to believe that in any material respect the requirements:</p> <ul style="list-style-type: none"> • to keep accounting records in accordance with Section 41 of the Act; and • to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act. have not been met; or <p>(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p> <p>* Please delete the words in brackets if they do not apply.</p> |

| | |
|---|--|
| Signed | Eileen Richardson |
| Date | 15/01/25 |
| Professional qualification or body (if any) | Chartered Institute of Management Accountants |
| Address | County Hall, Racecourse Lane, Northallerton, DL7 8AD |

- Accounting records should meet the same standards as those required when accounting for public monies – the Trustees must be confident that they are satisfied that records evidence that funds are used for the purposes for which they were raised/donated and in accordance with the constitution of the fund.
- Accounts should clearly show any restricted funds and balances for individual accounts should be carried forward into each forthcoming financial year.
- A simpler RM code structure may be beneficial. This would ensure that income and expenditure in sub-categories can be readily identified.
- Expenditure transactions are all classed as out of scope with regards to VAT.
- The book fairs transactions should be reviewed to provide clarity on net impact to school fund account.