

# LEIGHTON MIDDLE SCHOOL- SCHOOL FUND

England & Wales · Charity number 1102899

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2004-03-26

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

## Contact

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**Address** Leighton Middle School  
Church Square  
Leighton Buzzard  
LU7 1EX

**Phone** 01525374907

**Email** [office@leighton.cbeds.co.uk](mailto:office@leighton.cbeds.co.uk)

**Website** [www.leightonmiddle.org.uk](http://www.leightonmiddle.org.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS OF LEIGHTON MIDDLE SCHOOL (HEREINAFTER CALLED "THE SCHOOL") BY PROVIDING OR ASSISTING IN THE PROVISION OF EDUCATIONAL, RECREATIONAL AND OTHER CHARITABLE FACILITIES IN AUGMENTATION OF SUCH FACILITIES FINANCED BY THE LOCAL EDUCATION AUTHORITY OR THE DEPARTMENT OF EDUCATION AND EMPLOYMENT (DFEE). IN FURTHERANCE OF THIS OBJECT BUT NOT FURTHER OR OTHERWISE THE TRUSTEES MAY UNDERTAKE ACTIVITIES WHICH PROMOTE THE CHARITABLE WORK OF THE SCHOOL AND FURTHER EDUCATION AND ADVANCEMENT IN LIFE OF THE PUPILS.

**Activities:** Fund Raising:- Trips and Visits Photograph Commission Uniform Sales Commission Sponsorship  
**Expenditure:-** Trips and Visits Sports/Special Events School Resources Charity Donations

## Classification

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- **How:** Makes Grants To Organisations, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Other Charitable Purposes
- **Who:** Children/young People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups

## Geography

- **Area of benefit:** LEIGHTON MIDDLE SCHOOL, LEIGHTON BUZZARD
- Bedford
- Central Bedfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£43,680	£33,689	-	-
2024-08-31	£36,190	£30,718	-	-
2023-08-31	£47,214	£36,227	-	-
2022-08-31	£67,856	£53,867	-	-
2021-08-31	£12,443	£7,954	-	-

## Trustees

Name	Role	Appointed
<b>Robert Jefferis</b>	Chair	2023-09-28
Sheila Bernarde		2017-09-21

**LEIGHTON MIDDLE SCHOOL- SCHOOL FUND**

England & Wales - Charity number 1102899

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# Accounts

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# Trustees' Annual Report for the period

Period start date			Period end date				
<b>From</b>	Day 01	Month 09	Year 2024	<b>To</b>	Day 31	Month 08	Year 2025

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### 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	Mr R Jefferis	Chair	Appointed 28/09/2023	
2	Mrs S Bernarde		Appointed 28/09/2023	
3	Mr G Prechner	Vice Chair	Resigned 18/07/2025	
4				
5				
6				

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

Name	Dates acted if not for whole year

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

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document <small>(eg. trust deed, constitution)</small>	Declaration of Trust Dated 5 February 2004
How the charity is constituted <small>(eg. trust, association, company)</small>	Trust
Trustee selection methods <small>(eg. appointed by, elected by)</small>	Elected to Governors Finance Committee (Non Staff Members)

## 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.


## Section C

## Objectives and activities

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

To advance the education of the pupils of Leighton Middle School by providing or assisting in the provision of Educational, Recreational and other Charitable Facilities in augmentation of such facilities financed by the Local Authority or the Department for Education (DSCF). In furtherance of this object but not further or otherwise the Trustees may undertake activities which promote the charitable work of the School and further education and advancement in life of the pupils.

**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)**

FUND – RAISING:-

Eg – Re Trips and Visits

Mufti – days

Photograph Commission

Uniform Sales Commission

Sponsorship

EXPENDITURE:-

Trips and Visits

Sports Events

School Resources

Special Events

Charity Donations

## 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.

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## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

For School based trips and events where income could be generated, income mainly covered costs.

For non-income generating events, additional funds were raised to cover costs.

Funds were raised to support other Charities.

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## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Reserves are carried forward for future activities by the Charity. (Trips and Visits are budgeted on a non profit making basis).

### Details of any funds materially in deficit

N/A – Overall Fund in credit.

### 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.

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**Section F****Other optional information**

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**Section G****Declaration**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Mr Robert Jefferis	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	13 / 11 / 2025	

SCHOOL FUND Sept 2024 - August 2025		HSBC		Cash		Surplus / Deficit		Mapping		Receipts		Payments		Surplus / Deficit	
	Income	Expenditure	Income	Expenditure	Income	Expenditure	Surplus / Deficit								
Lockers Yr5	822.13	-	-	-	-	-	822.13	SUNDRY		905.01	860.00	45.01			45.01
Swimming Yr5	2,563.94	2,700.00	-	-	-	(136.06)	(136.06)	PUPIL		2,471.92	2,161.63	310.29			310.29
Sponsor Yr5	-	-	-	-	-	-	-	SUNDRY		-	40.00	(40.00)			(40.00)
PLD Yr5	5,374.49	5,415.82	-	-	-	(41.33)	(41.33)	PUPIL		31,849.68	25,185.63	6,664.05			6,664.05
Trips & Visits Yr5	-	-	-	-	-	-	-	TRIP		7,104.29	4,071.86	3,032.43			3,032.43
Events Yr5	-	-	-	-	-	-	-	SUNDRY		-	-	-			-
Lockers Yr6	-	-	-	-	-	-	-	SUNDRY		-	-	-			-
Sponsor Yr6	-	-	-	-	-	-	-	CHARITY		1,349.15	1,369.88	(20.73)			(20.73)
PLD Yr6	-	-	-	-	-	-	-	PUPIL		-	-	-			-
Easter School Yr6	-	-	-	-	-	-	-	SUNDRY		-	-	-			-
Trips & Visits Yr6	-	-	-	-	-	-	-	TRIP		-	-	-			-
Events Yr6	-	-	-	-	-	-	-	SUNDRY		-	-	-			-
Lockers Yr7	44.44	-	-	-	-	-	44.44	SUNDRY		-	-	-			-
Sponsor Yr7	-	-	-	-	-	-	-	CHARITY		-	-	-			-
PLD Yr7	592.53	558.00	-	-	-	34.53	34.53	PUPIL		-	-	-			-
Trips & Visits Yr7	113.25	-	-	-	-	-	113.25	TRIP		-	-	-			-
Events Yr7	-	-	-	-	-	-	-	SUNDRY		-	-	-			-
Lockers Yr8	4.93	-	-	-	-	-	4.93	SUNDRY		-	-	-			-
Sponsor Yr8	-	-	-	-	-	-	-	CHARITY		-	-	-			-
PLD Yr8	8,746.20	8,724.98	-	-	-	21.22	21.22	PUPIL		-	-	-			-
Trips & Visits Yr8	791.76	860.00	-	-	-	(68.24)	(68.24)	TRIP		-	-	-			-
Events Yr8	-	89.95	-	-	-	(89.95)	(89.95)	SUNDRY		-	-	-			-
End Of Year Rewards Yr8	-	457.60	-	-	-	(457.60)	(457.60)	SUNDRY		-	-	-			-
Fundraising	5,035.44	3,251.08	-	-	-	1,784.36	1,784.36	CHARITY		-	-	-			-
Enrichment	4,258.19	5,162.51	-	-	-	(904.32)	(904.32)	PUPIL		-	-	-			-
Evening on the Lawns	8,885.70	2,486.84	-	-	-	6,398.86	6,398.86	PUPIL		-	-	-			-
School Council	114.88	138.39	-	-	-	(23.51)	(23.51)	SUNDRY		-	-	-			-
PE	-	40.00	-	-	-	(40.00)	(40.00)	SPORT		-	-	-			-
Music Productions	2,471.92	2,161.63	-	-	-	310.29	310.29	MUSIC		-	-	-			-
Rewards	1,428.63	67.48	-	-	-	1,291.15	1,291.15	PUPIL		-	-	-			-
TFR Petty Cash	-	-	-	-	-	-	-			-	-	-			-
Staff/Pupils Wellbeing	-	-	-	-	-	-	-	PUPIL		-	-	-			-
Sundries	9.42	221.75	-	-	-	(212.33)	(212.33)	SUNDRY		-	-	-			-
Charity Activities	2,068.85	802.33	-	-	-	1,248.07	1,248.07	CHARITY		-	-	-			-
Arbor/Bank Charges	353.35	462.19	-	-	-	(108.84)	(108.84)	SUNDRY		-	-	-			-
<b>Totals</b>	<b>#####</b>	<b>33,600.55</b>	<b>-</b>	<b>88.45</b>	<b>-</b>	<b>88.45</b>	<b>9,991.05</b>			<b>43,680.05</b>	<b>33,689.00</b>	<b>9,991.05</b>			<b>9,991.05</b>

Bank & Cash at 1 September 2024

Bank & Cash at 31st August 2025

Per Controls

Bank 51,647.31  
Cash 84.95  
**51,732.26**

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**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2025**

**Charity No: 1102899**

**PKW Accountancy Limited**  
**Chartered Accountants**  
Second Floor  
1 Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2025**

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**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2025

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**Trustees**

Mr R Jefferis  
Mrs S Bernarde  
Mr G Prechner (resigned 18 July 2025)

**Address**

Leighton Middle School  
Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1EX

**Accountant**

Mr P West  
PKW Accountancy Limited  
Second Floor  
1 Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

## LEIGHTON MIDDLE SCHOOL – SCHOOL FUND

### FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2025 RECEIPTS AND PAYMENTS ACCOUNT

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	<b>Receipts</b>	<b>Payments</b>	<b>Surplus/ -Deficit</b>	<b>2024</b>
	<b>Unrestricted £</b>	<b>Unrestricted £</b>	<b>Unrestricted £</b>	<b>Unrestricted £</b>
Year Group Trips and Visits	905	860	45	(424)
Music and Drama Activities	2,472	2,162	310	2,032
Sports Activities	-	40	(40)	(981)
Pupil Welfare and Extra Curricular Resources	31,850	25,186	6,664	2,370
Charitable Activities	7,104	4,071	3,033	339
Commissions	-	-	-	-
Non Uniform Days	-	-	-	-
Events and Sundry Expenses	1,349	1,370	(21)	2,136
	<u>43,680</u>	<u>33,689</u>	<u>9,991</u>	<u>5,472</u>
Bank Balances at 1 September 2024			41,741	36,269
Bank Balances at 31 August 2025			<u>51,732</u>	<u>41,741</u>

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2025  
BALANCE SHEET



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	<u>2025</u> Unrestricted £	<u>2024</u> Unrestricted £
<b>Bank &amp; Cash Balances</b>		
Bank Account	51,647	41,568
Cash in Hand	85	173
	<hr/>	<hr/>
	<b>51,732</b>	<b>41,741</b>
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Represented by

**Accumulated Funds**

Balance at 1 September 2024/2023	41,741	36,269
Excess of Receipts over Payments	9,991	5,472
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	<b>51,732</b>	<b>41,741</b>
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R Jefferis  
Trustee  
Leighton Middle School – School Fund  
Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1EX

13 November 2025

## LEIGHTON MIDDLE SCHOOL – SCHOOL FUND

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2025

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### INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the Society for the year ended 31 August 2025, which are set out on pages 2 to 3.

#### 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 of the Charity Commission. 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 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 no opinion is given as to whether the accounts present a 'true and fair view' and 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 a reasonable cause to believe that, in any material aspect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

Have not been met; or

2. to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.



**Paul K West FCA**  
**Chartered Accountant**  
2<sup>nd</sup> Floor, Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

29 November 2025

**LEIGHTON MIDDLE SCHOOL- SCHOOL FUND**

England & Wales - Charity number 1102899

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	09	2023		31	08	2024

## Section A Reference and administration details

Charity name

Leighton Middle School – School Fund

Other names charity is known by

Registered charity number (if any)

1102899

Charity's principal address

Church Square  
 Leighton Buzzard  
 Bedfordshire  
**Postcode** LU7 1EX

### 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	Mr R Jefferis	Chair	Appointed 28/09/2023	
2	Mr G Prechner	Vice Chair	Appointed 28/09/2023	
3	Mrs S Bernarde		Appointed 28/09/2023	
4	Mr P House		Resigned 19/07/2023	
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10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
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)	Declaration of Trust Dated 5 February 2004
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by full Governing Body

**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.

**Section C Objectives and activities**

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

To advance the education of the pupils of Leighton Middle School by providing or assisting in the provision of Educational, Recreational and other Charitable Facilities in augmentation of such facilities financed by the Local Authority or the Department for Education (DSCF). In furtherance of this object but not further or otherwise the Trustees may undertake activities which promote the charitable work of the School and further education and advancement in life of the pupils.

**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)**

**FUND – RAISING:-**

Eg – Re Trips and Visits  
Sports Events  
Mufti – days  
Uniform Sales Commission  
Sponsorship

**EXPENDITURE: -**

Trips and Visits  
Sports Events  
Schools Resources  
Special Events  
Charity Donations

**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**

For School based trips and events where income could be generated, income mainly covered costs.

For non-income generating events, additional funds were raised to cover costs.

Funds were raised to support other Charities.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

Reserves are carried forward for future activities by the Charity. (Trips and Visits are budgeted on a non-profit making basis).

**Details of any funds materially in deficit**

N/A – Overall Fund in credit

**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


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## 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)

GAVIN JOHN PRECHNER

Position (eg Secretary, Chair, etc)

VICE CHAIR

Date

11/3/25

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2024**

**Charity No: 1102899**

**PKW Accountancy Limited**  
**Chartered Accountants**  
Second Floor  
1 Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024**

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**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024**

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**Trustees**

Mr R Jefferis  
Mrs S Bernarde  
Mr G Prechner

**Address**

Leighton Middle School  
Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1EX

**Accountant**

Mr P West  
PKW Accountancy Limited  
Second Floor  
1 Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND****FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024  
RECEIPTS AND PAYMENTS ACCOUNT**

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	<b>Receipts</b>	<b>Payments</b>	<b>Surplus/ -Deficit</b>	<b>2023</b>
	<b>Unrestricted £</b>	<b>Unrestricted £</b>	<b>Unrestricted £</b>	<b>Unrestricted £</b>
Year Group Trips and Visits	2,968	3,392	(424)	(1,148)
Music and Drama Activities	2,830	798	2,032	1,369
Sports Activities	5,216	6,197	(981)	(443)
Pupil Welfare and Extra Curricular Resources	18,917	16,547	2,370	2,438
Charitable Activities	2,157	1,818	339	454
Commissions	-	-	-	445
Non Uniform Days	-	-	-	507
Events and Sundry Expenses	4,102	1,966	2,136	7,365
	<u>36,190</u>	<u>30,718</u>	<u>5,472</u>	<u>10,987</u>
Bank Balances at 1 September 2023			<u>36,269</u>	<u>25,282</u>
Bank Balances at 31 August 2024			<u>41,741</u>	<u>36,269</u>

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024  
BALANCE SHEET**

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	<u>2024</u> Unrestricted £	<u>2023</u> Unrestricted £
<b>Bank &amp; Cash Balances</b>		
Bank Account	41,568	36,183
Cash in Hand	173	86
	<hr/>	<hr/>
	<b>41,741</b>	<b>36,269</b>
	<hr/> <hr/>	<hr/> <hr/>

Represented by

**Accumulated Funds**

Balance at 1 September 2023/2022	36,269	25,282
Excess of Receipts over Payments	5,472	10,987
	<hr/>	<hr/>
	<b>41,741</b>	<b>36,269</b>
	<hr/> <hr/>	<hr/> <hr/>

*R. Jefferis* X

R Jefferis  
Trustee  
Leighton Middle School – School Fund  
Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1EX

X 27/02/2025 X ~~2024~~

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024**

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**INDEPENDENT EXAMINER'S REPORT**

I report on the accounts of the Society for the year ended 31 August 2024, which are set out on pages 2 to 3.

**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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 of the Charity Commission. 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 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

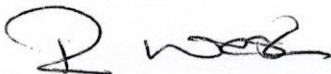
**Independent Examiner's Statement**

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

1. which gives me a reasonable cause to believe that, in any material aspect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

Have not been met; or

2. to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.



**Paul K West FCA**  
**Chartered Accountant**  
2<sup>nd</sup> Floor, Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

.....11/03/..... 2024

**LEIGHTON MIDDLE SCHOOL- SCHOOL FUND**

England & Wales - Charity number 1102899

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day	Month	Year	<b>To</b>	Day	Month	Year
	01	09	2022		31	08	2023

## Section A Reference and administration details

Charity name Leighton Middle School – School Fund

Other names charity is known by

Registered charity number (if any) 1102899

Charity's principal address Church Square

Leighton Buzzard

Bedfordshire

Postcode

LU7 1EX

### 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	Mr P House	Chair	Resigned 19/07/2023	
2	Mr R Jefferis	Chair	Appointed 28/09/2023	
3	Mr G Prechner	Vice Chair	Appointed 28/09/2023	
4	Mrs S Bernarde		Appointed 28/09/2023	
5				
6				

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

Name	Dates acted if not for whole year
Mr G Prechner	19/07/23 to 28/09/2023

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

## Section B Structure, governance and management

### Description of the charity's trusts

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

Declaration of Trust Dated 5 February 2004

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

Trust

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

Elected to Governors Finance Committee (Non Staff Members)

## 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.


## Section C Objectives and activities

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

To advance the education of the pupils of Leighton Middle School by providing or assisting in the provision of Educational, Recreational and other Charitable Facilities in augmentation of such facilities financed by the Local Authority or the Department for Education (DSCF). In furtherance of this object but not further or otherwise the Trustees may undertake activities which promote the charitable work of the School and further education and advancement in life of the pupils.

**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)**

### FUND – RAISING:-

Eg – Re Trips and Visits  
Mufti – days  
Photograph Commission  
Uniform Sales Commission  
Sponsorship

### EXPENDITURE:-

Trips and Visits  
Sports Events  
School Resources  
Special Events  
Charity Donations

## 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.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

For School based trips and events where income could be generated, income mainly covered costs.

For non-income generating events, additional funds were raised to cover costs.

Funds were raised to support other Charities.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Reserves are carried forward for future activities by the Charity. (Trips and Visits are budgeted on a non profit making basis).

**Details of any funds materially in deficit**

N/A – Overall Fund in credit.

**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.

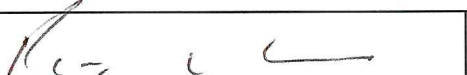
**Section F****Other optional information**

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**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)	Robert Jefferis	
Position (eg Secretary, Chair, etc)	Chair	
Date	05/12/23	

**Leighton Middle School Fund Account**  
**Year Ended 31 August 2023**  
**Summary Sheet**

		HSBC	HSBC	8/31/2023	
Accounts Narrative	Brought Forward for Payments	Receipts £	Payments (Excl trfs to PC) £	Petty cash £	Surplus/(Deficit) £
G & T Trips	Year Group Trips and Visits	767.23	767.23	27.47	(27.47)
Muffi Day School Fund Fundraising	Non Uniform Day	507.00			507.00
Evening on the Lawns	Events and Sundry Expenses	8,598.43	5,163.73	49.33	3,385.37
Harvest Appeal	Charitable Activities	462.71	232.00		230.71
Sponsor Year 5	Charity Activities	111.75	55.88		55.87
Sponsor Year 6	"	111.75	55.88		55.87
Sponsor Year 7	"	111.75	55.88		55.87
Sponsor Year 8	"	473.75	417.86		55.89
Swimming					
Yr 5	Sports Activities	3,094.25	3,422.00		(327.75)
Lockers Yr 5	Pupil Welfare and Resources	659.17	542.82		116.35
Lockers Yr 6	"	65.12	0.00		65.12
Lockers Yr 7	"	70.13	0.00		70.13
Lockers Yr 8	"	84.68	0.00		84.68
Breakfast Club	Pupil Welfare and Resources	5,067.86	0.00	4.00	5,063.86
Second Hand Uniform	Pupil Welfare and Resources	329.38	0.00		329.38
Anti Bullying Blue Friday	Non Uniform Day	0.00	0.00		0.00
School Council Stationary Takings	Pupil Welfare and Resources	114.46	519.60		474.24
Uniform/Photo Commission	Comissions	444.96	0.00		444.96
Coach fees/ PE Fixtures/PE Kit	Sports Activities	1,674.04	1,788.89		(114.85)
Music Production	Music and Drama Activities	561.55	2,516.72	34.00	1,930.07
Staff/Pupils Wellbeing	Pupil Welfare and Resources	0.00	3,025.99	241.74	(3,267.73)
School Disco	Events and Sundry Expenses	1,398.90	338.38		1,060.52
Personal Learning Days Yr5	Pupil Welfare and Resources	0.00	0.00		0.00
Safety Centre	Pupil Welfare and Resources	3,155.78	2,500.00		655.78
Kidzania	Year Group Trips and Visits	41.77	41.77		0.00
Events	Pupil Welfare and Resources	0.00	47.50		(47.50)
Personal Learning Days Year 6	Pupil Welfare and Resources	5,325.59	5,102.97		222.62
Trips & Visits	Year Group Trips and Visits	555.17	704.88		(149.71)
Yr6 Events	Events and Sundry Expenses	0.00	0.00		0.00
Easter School	Pupil Welfare and Resources	753.99	667.90		86.09
Personal Learning Days Yr7	Pupil Welfare and Resources	213.84	35.80		178.04
Yr7 Trips	Year Group Trips and Visits	120.00	120.00		0.00
Christmas Carol	Year Group Trips and Visits	1,222.74	1,095.00		127.74
YR7 EVENTS	Events and Sundry Expenses	493.82	528.00		(34.18)
Personal Learning Days Yr8	Pupil Welfare and Resources	2,049.08	2,045.28		3.80
Wicked Apollo Theatre	Year Group Trips and Visits	1,219.93	156.00	1,220.00	155.93
Trips & Visits	Year Group Trips and Visits	33.00	34.25		(1.25)
End of Year Reward	Pupil Welfare and Resources	272.10	187.55		84.55
Yr8 Trophies	Pupil Welfare and Resources	0.00	491.50		(491.50)
Reward Afternoons	Pupil Welfare and Resources	1,374.03	1,950.00	48.99	(624.96)
Passport Award	Pupil Welfare and Resources	0.00	0.00	22.99	(22.99)
Sundries	Events and Sundry Expenses	3,733.13	565.49	55.38	3,112.26
PX Rewards	Pupil Welfare and Resources	0.00	253.69	174.05	(427.74)
ParentMail/Arbor	Events and Sundry Expenses	677.97	677.97		0.00
Bank Charges	Events and Sundry Expenses	0.00	159.05		(159.05)
		<b>1,928.94</b>			<b>12,916.02</b>
		<b>47,214.19</b>	<b>35,569.16</b>	<b>657.95</b>	<b>10,987.08</b>
Opening Cash Balances:-					<b>25,281.76</b>
					<b>36,268.84</b>
HSBC	25,254.77				36,182.75
Petty Cash	26.99				86.16
Total	<b>25,281.76</b>				<b>36,268.91</b>
<b>Reserves (Memo Only):-</b>					
General	23,352.82				33,864.60
School Council	114.46				474.24
Music	561.55				1,930.07
Year 8 Trips	1,252.93				
Total Funds	<b>25,281.76</b>				<b>36,268.91</b>

Money received last year for activities and payment occurring this year

**LEIGHTON MIDDLE SCHOOL - SCHOOL FUND  
RECEIPTS AND PAYMENTS ACCOUNT  
FOR THE YEAR ENDED 31 AUGUST 2022**

	<b>Receipts</b>	<b>Payments</b>	<b>Surplus/ - Deficit</b>
	<i>£</i>	<i>£</i>	<i>£</i>
Year Group Trips and Visits	2,863	4,011	-1,148
Music and Drama Activities	2,517	1,148	1,369
Sports Activities	4,768	5,211	-443
Pupil Welfare and Extra Curricular Resources	19,940	17,503	2,438
Charitable Activities	1,272	818	454
Commissions	445		445
Non Uniform Days	507	0	507
Events and Sundry Expenses	14,902	7,537	7,365
	<u>£47,214</u>	<u>£36,227</u>	10,987
<b>BANK BALANCES AT 1 SEPTEMBER 2022</b>			<u>25,282</u>
<b>BANK BALANCES AT 31 AUGUST 2023</b>			<u>£36,269</u>

2022

£

2,296

562

-115

4,791

-868

1,206

2,402

3,715

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13,989

11,293

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£25,282

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**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2023**

**Charity No: 1102899**

**PKW Accountancy Limited**  
**Chartered Accountants**  
Second Floor  
1 Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023**

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Receipts and Payments Account	3
Balance Sheet	4
Independent Examiners Report	5

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023**

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**Trustees**

Mr R Jefferis (appointed 28 September 2023)  
Mr P House (resigned 19 July 2023)  
Mrs S Bernarde  
Mr G Prechner

**Address**

Leighton Middle School  
Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1EX

**Accountant**

Mr P West  
PKW Accountancy Limited  
Second Floor  
1 Church Square  
Leighton Buzzard  
Beds LU7 1AE

**LEIGHTON MIDDLE SCHOOL – SCHOOL FUND**

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023  
RECEIPTS AND PAYMENTS ACCOUNT

	<b>Receipts</b>	<b>Payments</b>	<b>Surplus/ -Deficit</b>	<b>2022</b>
	Unrestricted £	Unrestricted £	Unrestricted £	Unrestricted £
Year Group Trips and Visits	2,863	4,011	(1,148)	2,296
Music and Drama Activities	2,517	1,148	1,369	562
Sports Activities	4,768	5,211	(443)	(115)
Pupil Welfare and Extra Curricular Resources	19,940	17,502	2,438	4,791
Charitable Activities	1,272	818	454	(868)
Commissions	445	-	445	1,206
Non Uniform Days	507	-	507	2,402
Events and Sundry Expenses	14,902	7,537	7,365	3,715
	<u>47,214</u>	<u>36,227</u>	<u>10,987</u>	<u>13,989</u>
Bank Balances at 1 September 2022			25,282	11,293
Bank Balances at 31 August 2023			<u>36,269</u>	<u>25,282</u>

LEIGHTON MIDDLE SCHOOL – SCHOOL FUND

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023  
BALANCE SHEET

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	<u>2023</u> Unrestricted £	<u>2022</u> Unrestricted £
<b>Bank &amp; Cash Balances</b>		
Bank Account	36,183	25,255
Cash in Hand	86	27
	<hr/>	<hr/>
	36,269	25,282
	<hr/> <hr/>	<hr/> <hr/>

Represented by

**Accumulated Funds**

Balance at 1 September 2022/2021	25,282	11,293
Excess of Receipts over Payments	10,987	13,989
	<hr/>	<hr/>
	36,269	25,282
	<hr/> <hr/>	<hr/> <hr/>

*R. Jefferis*

.....  
R Jefferis  
Trustee  
Leighton Middle School – School Fund  
Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1EX

..... *5/12/23* ..... 2023

## LEIGHTON MIDDLE SCHOOL – SCHOOL FUND

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

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### INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the Society for the year ended 31 August 2023, which are set out on pages 2 to 3.

#### 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 of the Charity Commission. 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 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 no opinion is given as to whether the accounts present a 'true and fair view' and 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 a reasonable cause to believe that, in any material aspect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

Have not been met; or

2. to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.



**Paul K West FCA**  
**Chartered Accountant**  
2<sup>nd</sup> Floor, Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

..... 6/12 ..... 2023