



Trustees' Annual Report for the period

	Period start date				Period end date		
From	Day 01	Month August	Year 2022	To	Day 31	Month July	Year 2023

Reference and administration details

Charity name Tanbridge House School Fund

Other names charity is known by

Registered charity number (if any) 1108324

Charity's principal address Farthings Hill, Guildford Road

Horsham

West Sussex

Postcode RH12 1SR

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	Mark Sheridan	Chair	Appointed 1/1/2022	Governing Body
2	Celia Hurren			Governing Body
3	Jenny Lockwood			Governing Body
5				

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 advisor	Name	Address

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

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Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Declaration of Trust dated 08/02/2005
How the charity is constituted (eg. trust, association, company)	Charitable Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by Governor's Resources Committee

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.

There is a child protection policy in place

Disclosure and Barring Service checks are carried out on all staff and governors upon appointment

Schools Financial Value Standard was last achieved in May 2024

Objectives and activities

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

To advance the education of the pupils of Tanbridge House 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 (DfE). 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 the education and advancement in life of the pupils

Summary of the main activities in relation to these objects

Supporting the education of Tanbridge House School students. Also undertake the Duke of Edinburgh Award Scheme.

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

Achievements and performance

Summary of the main achievements of the charity during the year

- Running educational visits to complement the curriculum
- Subsidies for school uniform granted to those families with financial difficulties
- Financial assistance towards running of school minibus
- Charitable donations to many organisations through student fund raising
- Fundraising for local hospice
- Enhance enrichment activities
- Continuation of reward scheme for students

Achievements and performance

- Entering annual Dance Shows
- Running of annual school production
- Running & funding of "Buzz Club" / Confident Speakers Club, Compost Club and other clubs for vulnerable and SEN students
- Sponsored walk for charity

Financial review

Brief statement of the charity's policy on reserves

We hold cash reserves which is unrestricted funds and is held in a high interest account adding to funds.

Details of any funds materially in deficit

Not applicable

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.

Our main source of income is parental donations

Other optional information

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)

Mr Mark Sheridan

Position (eg secretary, chair, etc)

Chair

Date

31/5/2024

Account Summary for the Period: 01/08/2022 to 31/07/2023

Section 1

Income		Expenditure	
Admin Fee Coll A/C	371.39	Admin Fee Coll A/C	4,589.82
An Inspector Calls Books	2,637.64	An Inspector Calls Books	2,520.60
Art Annual Payment	965.03	Art Annual Payment	0.00
Art Pack	902.50	Art Pack	1,227.81
Bank Interest	469.71	Bank Interest	0.00
Barcelona Residential Trip	26,744.47	Barcelona Residential Trip	25,160.00
Berlin Residential Trip	44,417.67	Berlin Residential Trip	43,629.00
Buzz Club	0.00	Buzz Club	143.17
Charity Holding Account to Pay Money In Before Raising Cheque	177.64	Charity Holding Account to Pay Money In Before Raising Cheque	50.00
Christmas Concert	1,151.50	Christmas Concert	1,151.50
Christmas Jumper day 2021	851.08	Christmas Jumper day 2021	851.08
Come From Away - PA Trip - 20/10/2022	6,148.38	Come From Away - PA Trip - 20/10/2022	5,640.50
Dance and Gym Show 2022	0.00	Dance and Gym Show 2022	429.00
Dance Department	664.61	Dance Department	0.00
Dance Festival - 1 February 2023	946.06	Dance Festival - 1 February 2023	973.16
Dance Live Hoodies/T-Shirts	713.92	Dance Live Hoodies/T-Shirts	764.32
Dance Live/MYM (incorporating Rock Challenge)	3,158.71	Dance Live/MYM (incorporating Rock Challenge)	3,921.25
Dance Show 2023	988.58	Dance Show 2023	0.00
Disaster Emergency Committee charity reg 1062638	0.00	Disaster Emergency Committee charity reg 1062638	50.00
Donations	9,973.90	Donations	16,967.29
Drusillas Trip	1,464.93	Drusillas Trip	864.82
Duke of Edinburgh	2,471.19	Duke of Edinburgh	624.29
French & German Theatre Performances	813.43	French & German Theatre Performances	936.00
GCSE English Literature Set Texts	4,135.35	GCSE English Literature Set Texts	731.67
Geography Trip to Brighton Beach	2,403.18	Geography Trip to Brighton Beach	1,640.00
Ghost Boys Book	1,238.40	Ghost Boys Book	1,553.40
Hampton Court Palace	6,101.26	Hampton Court Palace	5,610.00
History Revision Guides	2,267.62	History Revision Guides	2,120.75
Houses of Parliament Trip	0.00	Houses of Parliament Trip	128.75
I, Daniel Blake Theatre Trip	441.15	I, Daniel Blake Theatre Trip	0.00
Total Income	233,193.56	Total Expenditure	261,540.66
Excess of Expenditure over Income	28,347.10	Excess of Income over Expenditure	0.00

Income		Expenditure	
Imperial War Museum Trip	4,034.85	Imperial War Museum Trip	4,350.00
IT Revision Guides	2,326.17	IT Revision Guides	2,240.00
Joint INSET 31 March 2023	4,000.00	Joint INSET 31 March 2023	3,923.05
JustGiving - Holding Account Before Raising Cheque	2,692.58	JustGiving - Holding Account Before Raising Cheque	0.00
Legoland Trip	318.08	Legoland Trip	310.00
Lille MFL Trips	17,212.66	Lille MFL Trips	16,028.25
Locker Keys	3,684.50	Locker Keys	1,183.00
London Dungeons	3,937.34	London Dungeons	2,180.00
Lord Sterling Fund for SPNEEDS	0.00	Lord Sterling Fund for SPNEEDS	2,486.00
Matilda Workshop	1,181.76	Matilda Workshop	1,087.60
Message in a Bottle Dance Trip	1,033.93	Message in a Bottle Dance Trip	0.00
Motor Vehicles	0.00	Motor Vehicles	35,197.76
Music Department	24.62	Music Department	0.00
Non Uniform Day for Charity	1,653.39	Non Uniform Day for Charity	1,653.39
Normandy Residential Trip	21,288.34	Normandy Residential Trip	19,736.50
PE Revision Guides	194.99	PE Revision Guides	194.99
Performing Arts T-Shirts	528.68	Performing Arts T-Shirts	536.42
Pevensey Castle Trip	0.00	Pevensey Castle Trip	545.00
PROM 2022	0.00	PROM 2022	6,628.46
Rampion Offshore Wind Visitor Centre	744.26	Rampion Offshore Wind Visitor Centre	721.00
Readathon	355.30	Readathon	355.30
Religious Studies Revision Guide	155.17	Religious Studies Revision Guide	124.00
Rewards	210.00	Rewards	934.91
School Production	9,741.98	School Production	12,035.43
School Prom	10,794.81	School Prom	2,200.00
Science Revision Guides	1,317.57	Science Revision Guides	1,763.14
Sister Act - School Production	3,840.35	Sister Act - School Production	0.00
Spanish Online Film Event	61.06	Spanish Online Film Event	62.57
Spring Concert	1,412.67	Spring Concert	1,412.67
STEAM Day	0.00	STEAM Day	2,014.00
Summer Concert	415.58	Summer Concert	437.95
Tate Britain Art Trip	2,041.58	Tate Britain Art Trip	2,783.00
The Narcissist - 21/09/2022	1,651.03	The Narcissist - 21/09/2022	1,608.00
Virtual Spring Concert 2022 - Songs from the Stage	0.00	Virtual Spring Concert 2022 - Songs from the Stage	651.79
Warner Bros Studio Tour	4,629.90	Warner Bros Studio Tour	3,649.00
Warnham Nature Reserve	66.47	Warnham Nature Reserve	60.00
Wicked Theatre Trip	2,628.68	Wicked Theatre Trip	2,486.25
Year 11 Yearbook	1,592.56	Year 11 Yearbook	2,710.00
Total Income	233,193.56	Total Expenditure	261,540.66
Excess of Expenditure over Income	28,347.10	Excess of Income over Expenditure	0.00

Income		Expenditure	
Year 7 Activity Day	4,549.37	Year 7 Activity Day	4,629.05
Ypres	254.03	Ypres	344.00
Total Income	233,193.56	Total Expenditure	261,540.66
Excess of Expenditure over Income	28,347.10	Excess of Income over Expenditure	0.00

Section 2

Balance b/f 01/08/2022		Balance c/f 31/07/2023	
Cash	0.00	Cash	0.00
Cheques in Hand	0.00	Cheques in Hand	0.00
Unsettled ePayments	0.00	Unsettled ePayments	0.00
School Fund - Current	126,873.91	School Fund - Current	98,526.81
Total	126,873.91	Total	98,526.81

Income		Expenditure	
Movement in Period	0.00	Movement in Period	28,347.10

Section 3

Amount owing to the Fund at Period End		Amount owed by the Fund at Period End	
		108459	20.00
		108457	390.00
		108455	390.00
		108452	200.00
		108298	120.00
		108330	100.00
Amount received in advance for a committed expense		Valuation at cost price of Stock in Hand at period end	
Total	0.00	Total	1,220.00

Section 4

We certify that, to the best of our knowledge, the accounts shown above are correct.

Treasurer _____
Date _____

Headteacher *[Signature]*
Date 24/5/24

Section 5

Audit Certificate

I *examined* We have audited the accounts of the above Fund in accordance with

WSSC (guidelines). In my/our opinion, there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs at and its assets at that date were sufficient to meet all the liabilities of the Fund in full.

Signature of Auditor *Examiner* *[Signature]* Date 24-5-24

Financial Qualification/Experience

WSSC School Business Manager

Section 6

I can confirm that I am familiar with the contents of the WSSC
Guidelines and that the audited Summary of Accounts has been presented to the Board of Governors and I am
satisfied with the state of affairs of the fund(s).

Chair of Governors

C. James

Date

24-5-2024



Tali

 Pebble

Nemi Fisher
7 Corfe Close
SOUTHWATER
West Sussex
RH13 9XL

23 May 2024

The Trustees
Tanbridge House School Fund
(Registered Charity No. 1108324)
Farthings Hill
Guildford Road
HORSHAM
West Sussex
RH12 1SR

Dear Sirs

Financial Year to 31 July 2023

This letter is sent to you in order to complete two aspects of the requirements associated with the 'independent examination' of the Income and Expenditure Account of the School Fund for the year 31 July 2023, as required by the Charities Act (Accounts and Reports) Regulations of 1995 and 2000.

Part 1 – Appointment of Independent Examiner

I confirm by my signature below that I have accepted the appointment as independent examiner of the Income and Expenditure Account of the School Fund for the year to 31 July 2023 and by your signature(s) below you reaffirm my appointment.

Part 2 – Exceptional, Unusual and Subsequent Events

By your signature below you confirm that, during the year to 31 July 2023, there have been no unusual or exceptional events that are not already fully reflected in the Income and Expenditure Account supplied by me; nor are there any exceptional events, receipts, payments or liabilities incurred after 31 July 2023 which would affect the viability of the School Fund.

Should there be any items under Part 2 above that ought to be brought to my attention as independent examiner, please supply these to me in writing.

Otherwise, please arrange for a representative of the School Fund Trustees to sign and return the confirmations below.

Yours faithfully



Nemi Fisher

Confirmation of Part 1 above

Confirmation of Part 2 above

Signature: ASIS Name: Nemo Fisher Date: 24-5-2024