

ST BOTOLPH'S CHURCH OF ENGLAND PRIMARY SCHOOL

England & Wales · Charity number 1110856

Details

Status Registered

Legal form Other

Registered 2005-08-12

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

Contact

Address St. Botolph C of E Primary School
Rookery Avenue
Sleaford
NG34 7FE

Phone 01529302698

Email enquiries@stbotolphs.co.uk

Website www.stbotolphsquarrington.co.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUPILS OF ST BOTOLPH'S CHURCH OF ENGLAND PRIMARY SCHOOL (HEREINAFTER CALLED "THE SCHOOL") BY PROVIDING OR ASSISTING IN THE PROVISION OF EDUCATION, RECREATIONAL AND OTHER CHARITABLE FACILITIES IN AUGMENTATION OF SUCH FACILITIES FINANCED BY THE LOCAL EDUCATION AUTHORITY OR THE DEPARTMENT FOR EDUCATION AND SKILLS (DFES). 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.

Activities: Our aim is to advance the education of the pupils at this school by providing educational resources, recreation and other facilities. This year monies were raised by commissions, donations and monies received from parents as donations to outings and visitors. The monies raised were used for helping to pay for outings for the children, visitors to school, swimming lessons and resources.

Classification

- **How:** Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** ST BOTOLPH'S CHURCH OF ENGLAND PRIMARY SCHOOL.
- Lincolnshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	-	-	-	-
2023-08-31	£41,473	£42,755	-	-
2022-08-31	£45,030	£43,363	-	-
2021-08-31	£14,752	£18,389	-	-
2020-08-31	£50,959	£61,783	-	-
2019-08-31	£54,113	£42,981	-	-

Trustees

Name	Role	Appointed
CLAIRE ELIZABETH DUNHAM		
DEBBIE WILSON		2012-12-04

ST BOTOLPH'S CHURCH OF ENGLAND PRIMARY SCHOOL

England & Wales - Charity number 1110856

Accounts

School Fund Detail Analysis for the Period ~~2022~~ to ~~2023~~

NOTIFICATION OF AUDITED ACCOUNTS OF THE SCHOOL FUND

TYPE: **ACADEMIC**

YEAR: 01.09.22 - 31.08.23

I certify that the school fund has been maintained in accordance with the advice/ instructions given by the Director of Education & Cultural Services. A copy of the audited statement of the fund has been passed to the Chairman of the Governors. A copy will/will not* be displayed on the school noticeboard. The following information is a correct summary of the transactions during the accounting period:-

		£
Balance brought forward as at	<u>01.09.22</u> (date)	<u>29643.29</u>
Add Receipts during the accounting period		<u>41743.15</u>
Less Payments during the accounting period		<u>42755.87</u>
Balance carried forward as at	<u>01.09.23</u> (date)	<u>28630.57</u>

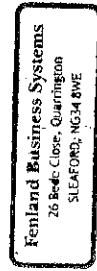
SIGNED _____ DATE: _____

DECLARATION BY THE SCHOOL FUND AUDITOR

I certify that the statement of account for the school fund for the period ending 31.08.23 has been audited by me in accordance with the advice given by the Director of Education & Cultural Services and that the information shown above is correct.

SIGNED: A. Goodwin DATE: 20/5/24

PROFESSION: Accountant FCCA



DECLARATION BY THE CHAIRMAN OF GOVERNORS

I certify that the statement of account referred to above, with the certificate of the school fund auditor attached to it, has been received by the School Governors at their meeting held on _____ (date)

SIGNED: _____ DATE: _____

When completed please return to: Schools Finance Team, Education & Cultural Services Directorate, Lincolnshire County Council, Newland, Lincoln, LN1 1YG.

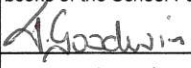
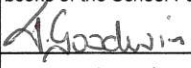
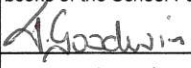
* Delete as appropriate

School Fund Detail Analysis for the Period / / to / /

CERTIFICATION SHEET

CERTIFICATION OF HEADTEACHER	BALANCES STATEMENT						
I certify that the above is a complete summary of the transactions of the School Fund for the year ending: <u>31.08.23</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Bank Account(s)</td> <td style="width: 50%; text-align: right;">£28,630.57</td> </tr> <tr> <td>Cash in Hand</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£28,630.57</td> </tr> </table>	Bank Account(s)	£28,630.57	Cash in Hand	_____	Total	£28,630.57
Bank Account(s)	£28,630.57						
Cash in Hand	_____						
Total	£28,630.57						
_____ Headteacher							
_____ Date							

CERTIFICATION OF CHAIR OF GOVERNORS	BALANCES STATEMENT						
I certify that the above is a complete summary of the transactions of the School Fund for the year ending: <u>31.08.23</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Bank Account(s)</td> <td style="width: 50%; text-align: right;">£28,630.57</td> </tr> <tr> <td>Cash in Hand</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£28,630.57</td> </tr> </table>	Bank Account(s)	£28,630.57	Cash in Hand	£0.00	Total	£28,630.57
Bank Account(s)	£28,630.57						
Cash in Hand	£0.00						
Total	£28,630.57						
_____ Chair of Governors							
_____ Date							

AUDIT CERTIFICATE				
I have examined the above income and expenditure statement with all the books, vouchers and other accounting records relating thereto and have obtained all the information and explanations I have required. I certify that in my belief the income and expenditure statement gives a true and fair view of the income and expenditure for the period ending: <u>31.08.23</u> according to the best of my information and to the explanations given to me and shown by the books of the School Fund.				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">  </td> <td style="width: 30%; vertical-align: bottom;">School Fund Auditor</td> </tr> <tr> <td style="border-bottom: 1px solid black;"> <u>20/5/24</u> </td> <td style="vertical-align: bottom;">Date</td> </tr> </table>		School Fund Auditor	<u>20/5/24</u>	Date
	School Fund Auditor			
<u>20/5/24</u>	Date			


ST BOTOLPH'S CHURCH OF ENGLAND PRIMARY SCHOOL

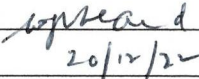
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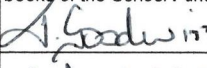
Accounts

School Fund Detail Analysis for the Period 01/09/21 to 31/08/22

CERTIFICATION SHEET

CERTIFICATION OF HEADTEACHER		BALANCES STATEMENT	
I certify that the above is a complete summary of the transactions of the School Fund for the year ending: <u>31/08/22</u>		Bank Account(s)	<u>£3753.81</u>
		Cash in Hand	£0.00
Headteacher		Total	<u>£3753.81</u>
Date			

CERTIFICATION OF CHAIR OF GOVERNORS		BALANCES STATEMENT	
I certify that the above is a complete summary of the transactions of the School Fund for the year ending: <u>31/08/22</u>		Bank Account(s)	<u>£3753.81</u>
		Cash in Hand	£0.00
Chair of Governors		Total	<u>£3753.81</u>
Date			

AUDIT CERTIFICATE	
I have examined the above income and expenditure statement with all the books, vouchers and other accounting records relating thereto and have obtained all the information and explanations I have required. I certify that in my belief the income and expenditure statement gives a true and fair view of the income and expenditure for the period ending: <u>01/09/21 - 31/08/22</u> according to the best of my information and to the explanations given to me and shown by the books of the School Fund.	
	School Fund Auditor
<u>2 December 2022</u>	Date

Fenland Business Systems
26 Breds Close, Quarrington
SLEAFORD, NG34 8WE

School Fund Detail Analysis for the Period // to //

LINCOLNSHIRE COUNTY COUNCIL - EDUCATION & CULTURAL SERVICES
DIRECTORATE

ANNUAL DECLARATION OF SCHOOL FUNDS

COST CODE : S3700 SCHOOL NAME : ST BOTOLPH'S CE PRIMARY

This side of the form must be completed by every school whether a school fund exists or not.

DECLARATION BY THE HEADTEACHER

1. I confirm that I have ~~not~~* got a school fund. (If you have a school fund please complete section 2).

2. I confirm that it is a single comprehensive school fund. The title of the bank account is :

ST BOTOLPH'S CHURCH OF ENGLAND PRIMARY SCHOOL

The TYPE is : CALENDAR/FINANCIAL/ACADEMIC*

It is for the YEAR : 01/09/21 - 31/08/22

I have received and will adhere to the notes of guidance on the administration and audit of school funds issued by the Director of Education & Cultural Services (section E of the Finance Handbook).

SIGNED :  DATE : _____

DECLARATION BY THE CHAIR OF GOVERNORS

I have noted the information above. I will ensure that the Governing Body appoints a suitable auditor and I have noted that (s)he should receive your notes of guidance for school fund auditors.

SIGNED :  DATE : 20/12/21

* Delete as appropriate

School Fund Detail Analysis for the Period / / to / /

NOTIFICATION OF AUDITED ACCOUNTS OF THE SCHOOL FUND

TYPE: CALENDAR/FINANCIAL/ACADEMIC*

YEAR: 01/09/21 - 31/08/22

I certify that the school fund has been maintained in accordance with the advice/instructions given by the Director of Education & Cultural Services.
A copy of the audited statement of the fund has been passed to the Chairman of the Governors. A copy will/will not* be displayed on the school noticeboard.
The following information is a correct summary of the transactions during the accounting period:-

Balance brought forward as at	<u>01/09/21</u>	(date)	<u>3,753.81</u>
Add Receipts during the accounting period			<u>45,030.96</u>
Less Payments during the accounting period			<u>43,363.22</u>
Balance carried forward as at	<u>31/08/21</u>	(date)	<u>29,643.29</u>

Unvashed cheques
= £24,221.74

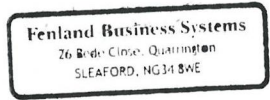
SIGNED: [Signature] DATE: _____

DECLARATION BY THE SCHOOL FUND AUDITOR

I certify that the statement of account for the school fund for the period ending 31/08/22 has been audited by me in accordance with the advice given by the Director of Education & Cultural Services and that the information shown above is correct.

SIGNED: [Signature] FCCA DATE: 2/12/22

PROFESSION: CHARTERED CERTIFIED ACCOUNTANT



DECLARATION BY THE CHAIRMAN OF GOVERNORS

I certify that the statement of account referred to above, with the certificate of the school fund auditor attached to it, has been received by the School Governors at their meeting held on _____ (date)

SIGNED: [Signature] DATE: _____

When completed please return to: Schools Finance Team, Education & Cultural Services Directorate, Lincolnshire County Council, Newland, Lincoln, LN1 1YG.

* Delete as appropriate

Check List for Audit

Opening Balance agree previous yr C/B	<input checked="" type="checkbox"/>	
Income & Exp shown opposite each other	<input checked="" type="checkbox"/>	
All cheques accounted for	<input checked="" type="checkbox"/>	(Cancelled cheques should be retained in cheque book)
All expenditure accounted for	<input checked="" type="checkbox"/>	(Invoice - Cheque No - Account - Bank Statement)
Authorization of payments	<input checked="" type="checkbox"/>	
Segregation of Duties	<input checked="" type="checkbox"/>	
Cash receipts signed by member of staff.	<input checked="" type="checkbox"/>	
Separate Acc for each Trip	<input checked="" type="checkbox"/>	(If over 2 years must have balance c/f)
Trading Account for each trip	<input checked="" type="checkbox"/>	(this is a budget profile for each trip)
Does school have a charging policy for trips	<input checked="" type="checkbox"/>	
Uniform Balance Carried Forward	<input type="checkbox"/>	
Charge for previous years audit	<input checked="" type="checkbox"/>	
Miscellaneous balance ok	<input checked="" type="checkbox"/>	(check what is going through this account)
Size of Cash Payments	<input checked="" type="checkbox"/>	
All cash received banked?	<input checked="" type="checkbox"/>	(Record - Receipt - Accounts - Bank Statement)
Separate Petty Cash System	<input checked="" type="checkbox"/>	
Signed statement certifying C/B cash & Stock	<input checked="" type="checkbox"/>	
Copy of Bank final bank statement	<input checked="" type="checkbox"/>	

1. Expenditure check all of this
2. Income if small school (small income) all should be checked, if bigger school (lots of Income) then a sample - say every 10 - if all wrong do more Also income items over a certain amount check
3. It is down to the feel of the school as to how many items to check.

ST BOTOLPH'S CHURCH OF ENGLAND PRIMARY SCHOOL

England & Wales - Charity number 1110856

Accounts

NOTIFICATION OF AUDITED ACCOUNTS OF THE SCHOOL FUND

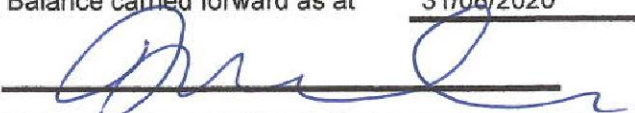
TYPE: ACADEMIC

YEAR: 2019-2020

I certify that the school fund has been maintained in accordance with the advice/ instructions given by the Director of Children's Services.

A copy of the audited statement of the fund has been passed to the Chairman of the Governors. A copy will/will not* be displayed on the school noticeboard.

The following information is a correct summary of the transactions during the accounting period:-

Balance brought forward as at	<u>01/09/2019</u>	(date)	£ <u>18,214.77</u>
Add Receipts during the accounting period			<u>50,959.58</u>
Less Payments during the accounting period			<u>61,783.09</u>
Balance carried forward as at	<u>31/08/2020</u>	(date)	<u>7391.26</u>
SIGNED		DATE:	<u>12-11-20</u>

DECLARATION BY THE SCHOOL FUND AUDITOR

I certify that the statement of account for the school fund for the period ending 31/08/2020 has been audited by me in accordance with the advice given by the Director of Children's Services and that the information shown above is correct.

SIGNED: Jenny Goodwin JENNY GOODWIN DATE: 10/11/2020

PROFESSION: ACCOUNTANT AND AUDITOR FCCA

DECLARATION BY THE CHAIRMAN OF GOVERNORS

I certify that the statement of account referred to above, with the certificate of the school fund auditor attached to it, has been received by the School Governors at their meeting held on _____ (date)

SIGNED: _____ DATE: _____

When completed please return to: Schools Finance Team, Education & Cultural Services Directorate, Lincolnshire County Council, Newland, Lincoln, LN1 1YG.

* Delete as appropriate