

FORM FN12

This form must be completed and returned to Schools Finance Team, Strategic Finance, schools.accountancy@gloucestershire.gov.uk as soon as possible after the financial inspection of the unofficial funds has taken place.

If there are no unofficial funds held by the school a Nil return must still be submitted by answering NO under section 2.

1. Acceptance of audited / independently examined accounts by the Governing Body

School Name in Capitals: TUFFLEY PLAYGROUP

School Number:

I certify that audited / independently examined statements of accounts for all the unofficial funds relating to the above-named school, as listed below, together with any comments of the auditor, were presented to, and accepted by, the Governors at their meeting on Date:

I further certify that attached is a true copy of the Minute recording this fact, including any comments made by Governors on the accounts and audit / independent examination.

Signed Date.....

Name in Capitals:

This signature should be completed by either the Clerk to the Governors or the Chair of Governors.

Note: Please ensure a copy of the Minute recording the Governors' acceptance of the examined accounts, are attached; the schools name has been completed and the rest of the statement below has been completed before submission.

2. List of unofficial funds

Are any unofficial funds held by the school? *please delete below as appropriate.*

Yes / No

If you answered Yes please list below all unofficial funds of the school and their accounting periods, the annual turnover in the accounting period (total expenditure or income, whichever is the greater), and fund balance at the end of the year. Please itemise separately any grants that have been received into the unofficial funds.

Name of Fund	Accounting Period		Turnover in accounting period £	Year End Balance £
	From	To		
TUFFLEY PLAYGROUP	SEP 21	AUG 22	35,365	16134.82

Auditor's / Independent Examiner's statement

Please ensure the auditor/independent examiner signs and dates the certificate on the next page. Please also attach any comments on the accounts made by them.

3. **Auditor's / Independent Examiner's statement**

School Name in Capitals: TUFFLEY PLAYGROUP

I have examined the accounts of the above fund(s) together with relevant books and vouchers in accordance with the "Unofficial Funds – Manual of Guidance" and I have obtained all necessary information and explanations. I certify that the accounts fairly represent the transactions for the period under review, that monies have been properly accounted for and that the financial statements are correct.

MA Signature of Auditor / Independent examiner

16/10/22 Date

4. **Identity of auditor/independent examiner**

Please give details below of the auditor/independent examiner of the unofficial fund(s).

Name PETER ANTILL
Address WOODVILLE OVER OLD ROAD
HARTPOUR GLOS
GL19 3DH
Contact telephone number 07887 633544
Qualification CHARTERED INSTITUTE OF PUBLIC
(Please give full name of professional bodies) FINANCE + ACCOUNTANCY

Guidance for Financial Inspectors

The person carrying out the financial inspection should refer to section five (Unofficial Funds Financial Inspectors) of the Unofficial Funds Manual of Guidance for further advice. A copy of this manual should be available at the school, if not then it is available on Schoolsnet on the Schools Central Finance Homepage (link below):

http://www.gloucestershire.gov.uk/media/13166/unofficial_funds_guidance_staffnet-id-27984p-0.doc

This form must be completed and returned to Schools Finance Team, Strategic Finance, schools.accountancy@gloucestershire.gov.uk as soon as possible after the financial inspection of the unofficial funds has taken place.

TUFFLEY PLAYGROUP FINANCIAL STATEMENT
For Year Ending 31st August 2022

20-21 £	Income	21-22 £	20-21 £	Expenditure	21-22 £
31162.03	Vouchers	32685.42	31401.80	Wages inc NI & Pension	27813.80
2157.22	Fees	1617.95	80.00	Rent	140.00
			1094.94	Purchases	1548.18
			282.16	Insurance	332.92
			0.00	Training	240.00
			514.97	Payroll	517.90
			50.00	Subscription	100.00
124.90	Other	1062.50	2395.25	Other	0.00
33444.15	Total Income	35365.87	35819.12	Total Expenditure	30692.80
-2374.97	Net Income/-Net Expenditure	4673.07			
<u>13836.72</u>	Balance B/Fwd	<u>11461.75</u>			
<u>11461.75</u>	Balance C/Fwd	<u>16134.82</u>			
20-21 £	REPRESENTED BY:	21-22 £			
11165.38	Bank Balance at end of August	14879.88			
296.37	Cash in Hand	1254.94			
<u>11461.75</u>		<u>16134.82</u>			

I have examined the accounts of the above fund for the period from September 2021 to August 2022 and examined the relevant the bank statements, paying in books, cheques and receipts provided and certify that the accounts fairly represent the transactions and the financial statements are correct.


Peter Antill CPFA

16th October 2022