

# **Giles Brook Primary School Fund**

Registered Charity No. 1122863

## **Trustees Annual Report** **For the Year Ended 31<sup>st</sup> August 2021**

<b>Name of Charity:</b>	Giles Brook Primary School
<b>Registered Number:</b>	1122863
<b>Legal Form:</b>	Unincorporated charitable organisation
<b>Governing Document:</b>	Declaration of Trust dated 08 <sup>th</sup> March 2007
<b>Address:</b>	c/o Giles Brook Primary School, Holborn Crescent, Milton Keynes MK4 3GB
<b>Trustees:</b>	<p>The charity trustees during the year ended 31<sup>st</sup> August 2021 were:</p> <ul style="list-style-type: none"><li>• Antony Moore Chair of Governing Body &amp; Trustee</li><li>• Tracey Bailey Governing Body &amp; Trustee</li><li>• Claire Britnell Head teacher &amp; Trustee</li><li>• Samantha Summers School Business Manager and Trustee</li></ul>
<b>Method of Appointment:</b>	The trustees shall hold office for the period of their election to the position of all employees or Governing Body of Giles Brook Primary School.
<b>Officers:</b>	As shown above
<b>Bankers:</b>	Barclays Bank Plc, Grafton Court, Central Milton Keynes
<b>Independent Examiner:</b>	Sue Baker (AAT) 3 The Pyghtle, Shefford, Beds SG17 5FE
<b>Objectives:</b>	The objectives of the charity are: to advance the education of the pupils at Giles Brook Primary School
<b>Area of Benefit:</b>	The area of benefit is determined as Tattenhoe, Milton Keynes



## **Report of the Trustees on the Activities of the Charity**

The trustees present the audited Receipts and Payments Account of the Charity in accordance with the adopted accounting policy for the year ended 31<sup>st</sup> August 2021.

We have continued with our usual activities raising money for other charities to encourage the children's contribution to the community.

We have sold school uniform and held book fairs, the later bringing an additional benefit as books are provided for the library in lieu of commission.

We have also earned commission from sales of photographs.

Less income has been received this year due to the ongoing pandemic and the impact on school activities.

The other major activity passing through this fund is school trips.

The school provides remissions for pupils who otherwise would not be able to afford to participate in the activity. The aim is to break-even but this is very much reliant on parental voluntary contributions and charitable initiatives.

The Trustees agreed to commit the total amount of £4329.05 to the purchase of phonics scheme books in the next financial year.

It is felt that the Trustees of Giles Brook Primary School Fund have met the fund's objective which is to advance the education of the pupils of the school.

### **Trustees Responsibilities**

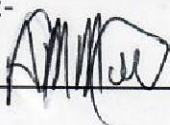
The trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the trust and of the surplus or deficit for that period. In preparing those financial statements, the Trustees are required to:-

1. Select suitable accounting policies and then apply them consistently.
2. Make judgements and estimates that are reasonable and prudent.
3. State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Trust will continue.

### **The Trustees are responsible for:-**

- Keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust
- Safeguarding the Charity's assets and hence for taking reasonable steps for prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 31<sup>st</sup> January 2022 and signed on their behalf by:-



Mr Antony Moore (Trustee)



# **Sue Baker**

## **Schools Finance Support**

### **Giles Brook Primary School Fund Account**

1st September 2020 to 31st August 2021

		£	£
Bank Balance B/F at	31/08/2020		14524.97
Cash in hand			

Uncleared Income last year

0.00

Uncleared payments last year

43606 Cheque	101176	444.18	
43929 Cheque	100265	20.00	
43875 Cheque	101241	21.00	
43957 Cheque	101274	6662.00	
43992 Cheque	101306	24.00	
43992 Cheque	101313	274.00	
43992 Cheque	101316	274.00	
43994 Cheque	101318	174.00	
44012 Cheque	101320	79.00	
		<u>7972.18</u>	
Opening balance			6552.79

Total Income	2020/21	29221.44
Total Expenditure	2020/21	28892.85

6881.38

Bank Balance C/F at	31/08/2021	7267.38
Cash in hand		

Uncleared Income this year

0.00

Uncleared payments this year

08/04/2020 Cheque	100265	20.00	
10/06/2020 Cheque	101306	24.00	
10/06/2020 Cheque	101316	274.00	
18/03/2021 Cheque	101346	68.00	
		<u>386.00</u>	
Closing balance			<u>6881.38</u>

0.00



# Independent Examiner's Report on the Accounts

## Section A

## Independent Examiner's Report

Report to the trustees/members of

Charity Name

Gules Brook Primary School fund

On accounts for the year ended

310821

Charity no (if any)

Set out on pages

(remember to include the page numbers of additional sheets)

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by 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 the 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 (other than that disclosed below\*):

(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

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

\* Please delete the words in the brackets if they do not apply.

Signed

Susan C Baker

Date

21/12/21

Name

SUSAN BAKER

Relevant professional qualification(s)  
or body (if any)

AAT

Address

3 The Pygmy  
Shafford  
Beds  
SG17SFE

Only complete if the examiner needs to highlight material problems

Give here brief details of any items that the  
examiner wishes to disclose