

**Giles Brook Primary School Fund**  
Registered Charity No. 1122863

**Trustees Annual Report**  
**For the Year Ended 31<sup>st</sup> August 2022**

<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>	The charity trustees during the year ended 31 <sup>st</sup> August 2022 were: <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 2022.

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 in lieu of commission, the latter bringing an additional benefit with books being purchased this year to update and replenish the library. In addition, the amount of £4329.05 was allocated to purchase phonics scheme books

We have also earned commission from the sale of photographs.

Following the pandemic and due to the resumption of a full programme of both school trips and residentials, the annual income has now recovered to the level received prior to the pandemic.

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.

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**

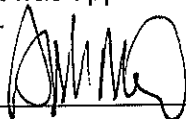
The trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the trust and of the surplus or deficit for that period. In preparing those financial statements, the Trustees are required to:-

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 26/1/23 and signed on their behalf by:-



Mr Antony Moore (Trustee)

# **Sue Baker**

## **Schools Finance Support**

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

1st September 2021 to 31st August 2022

		£	£
Bank Balance B/F at	31/08/2021		7267.38
Cash in hand			
Uncleared Income last year			
			0.00
Uncleared payments last 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	
			386.00
Opening balance			6881.38
Total Income	2021/22		53018.38
Total Expenditure	2021/22		57301.88
43929 Cheque	100265 out of date	20.00	
43992 Cheque	101306 out of date	24.00	
43992 Cheque	101316 out of date	274.00	
44273 Cheque	101346 out of date	68.00	
			386.00
			2983.88
Bank Balance C/F at	31/08/2022		2983.88
Cash in hand			
Uncleared Income this year			
			0.00
Uncleared payments this year			
			0.00
Closing balance			2983.88
			0.00

# Independent Examiner's Report on the Accounts

## Section A

## Independent Examiner's Report

Report to the trustees/members of

Charity Name

Giles 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 Baker

Date

21/12/21

Name

SUSAN BAKER

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

AAT

Address

3 The Pygmy  
Shofford  
Beds  
SG17 5FE

Only complete if the examiner needs to highlight material problems

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