

Wendy Smith Wade  
8 Astor Close, Maidenhead, Berks, SL6 1XQ

Chair of Governing Body,  
Marsh School  
Abbey Barn Road  
High Wycombe  
HP11 1RW

Dear Sirs,

**Re Marsh School Fund (unrestricted)– Accounts for the Year Ended 31<sup>st</sup> August 2023**

I enclose a copy of the signed off Annual Report and Accounts on a Receipt and Payments basis covering the year ended 31<sup>st</sup> August 2023 for your School Fund set out below is the accompanying 'Audit' Report as required by County for the Governing Body to process in accordance with their Guidelines.

**Audit Report**

- 1) The manual records comprising Cash Books, ledgers, bank statements and miscellaneous records for the School Fund Account have been inspected for the period 1<sup>st</sup> September 2022 to 31<sup>st</sup> August 2023
- 2) Opening and closing balances were reconciled to the ledger balances and bank balances.
- 3) Entries in the accounts were randomly selected and checked and in all cases were found to be correctly accounted for once the bank reconciliations and necessary adjustments had been posted.
- 4) Invoices relating to expenditure were also randomly checked and found to be correct.

The Receipts and Payments accounts have all been prepared in line with the Charity Act 1993 as amended by the Charity Act 2005 and County guidelines.

Yours sincerely,



W. Wade

## Marsh School Fund

Receipts and Payments Account for the financial year ended 31.08.23

Charity Name : Marsh School Fund(unrestricted)

Charity Commission Registered Number : 1128755

### RECEIPTS

	Year to 31.08.23 £	Year to 31.08.22 £
Activity Hub (school budget transfer)	24,540.75	27,355.31
Breakfast Club (school budget transfer)	8,663.50	10,965.94
Clubs	4,647.00	4,735.00
Donations to school	-	2,694.05
Fund Raising for School	10,025.58	5,465.72
Hall Hire (school budget transfer)	8,214.07	2,973.32
Mentoring/Training Income (school budget transfer)	3,490.47	920.00
Nursery Lunch Club (school budget transfer)	2,589.50	2,944.00
Sale of SATS publications	-	324.00
Trips (school budget transfer)	3,391.76	4,299.20
<b>TOTAL RECEIPTS</b>	<b>£65,562.63</b>	<b>£62,676.54</b>

### PAYMENTS

Activity Hub (school budget transfer)	24,540.75	27,355.31
Breakfast Club (school budget transfer)	8,663.50	10,965.94
Clubs	52.27	60.00
Donation (school budget transfer)	-	2,000.00
Drama Fund (Marsh & Micklefield)	-	2,993.75
Fund Raising for School - expenditure for fund raising events	176.95	1,284.85
Fund Raising for School - Playground Project expenditure	7,971.00	10,622.75
Hall Hire (school budget transfer)	8,214.07	2,973.32
Mentoring/Training (school budget transfer)	3,490.47	920.00
Nursery Lunch Club (school budget transfer)	2,589.50	2,944.00
SATs Publication	-	179.90
Trips (school budget transfer)	3,391.76	4,299.20
Professional Fees	200.00	200.00
<b>TOTAL PAYMENTS</b>	<b>£59,290.27</b>	<b>£66,799.02</b>

### NET OF RECEIPTS/(PAYMENTS)

£6,272.36	-£4,122.48
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### CASH FUNDS BROUGHT FORWARD

£24,406.91	£28,529.39
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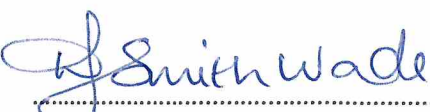
### CASH FUNDS CARRIED FORWARD

£30,679.27	£24,406.91
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Signed on behalf of charity trustees:

.....  ..... Date: 8.5.24

I certify that the school fund accounts are in accordance with the books and records produced to me.

 ..... Date: 11/03/2024

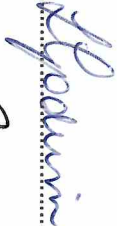

Auditor

Marsh School Fund  
Registered Charity 1128755

Statement of Assets and Liabilities as at 31.08.23

<u>Monetary Assets</u>		
	<u>31.08.23</u>	<u>31.08.22</u>
Current Account - Barclays	52,416.38	48,466.92
Cash	75.83	121.23
Debtor	0	-
Creditors	- 21,812.94	- 24,181.24
<b>Total cash at bank and in hand</b>	<b>30,679.27</b>	<b>24,406.91</b>

Signed by the Chairmans on behalf of the Trustees

..... 	Chairman	..... 8.5.24	Date
..... 	Chair of Finance Committee	..... 8.5.2024	Date

Marsh School Fund  
Charity 1128755

September 22 - August 23

Barclays 70315249      Out      In      48,466.92 opening balance

01 Sept-07 Oct	-	5,746.29	54,213.21
08 Oct-08 Nov	23,431.24	4,924.63	35,706.60
09 Nov-08 Dec	-	6,326.94	42,033.54
09 Dec- 08 Jan	130.00	3,017.40	44,920.94
07 Jan-08 Feb	18,187.42	7,695.84	34,429.36
09 Feb-08 Mar	-	4,145.15	38,574.51
09 Mar- 06 Apr	19,241.27	5,644.00	24,977.24
07 Apr-05 May	260.00	4,310.50	29,027.74
06 May-08 June	32.03	4,556.49	33,552.20
09 June-07 July	379.75	5,838.00	39,010.45
08 Jul-08 Aug	130.08	11,993.01	50,873.38
09 Aug-31 Aug 23	-	1,543.00	52,416.38 closing balance

Less Amount owed period end	61,791.79	21,812.94
True Bank Balance of school fund		30,603.44 Balanced

Less cheques not yet cleared

Bucks Council 101179 - TRANSFER TO SCHOOL BUDGET - TRIPS	1,780.65
Bucks Council 101178 - TRANSFER TO SCHOOL BUDGET - TRAINING COSTS	1,353.82
Bucks Council 101177 - TRANSFER TO SCHOOL BUDGET - NURSERY	2,030.00
Bucks Council 101176 - TRANSFER TO SCHOOL BUDGET - HALL HIRE KICK BOX	1,885.75
Bucks Council 101175 - TRANSFER TO SCHOOL BUDGET - BREAKFAST CLUB	4,378.50
Bucks Council 101174 - TRANSFER TO SCHOOL BUDGET - ACTIVITY HUB	10,236.00
Bucks Council 101173 - COMIC RELIEF CHARITY COLLECTION	133.22
Bucks Council 101167 - REFUND A ALEXSEEV'S TRIP	15.00
Creditors owing at 31.8.2023	21,812.94

True Bank Balance of school fund	30,603.44
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Plus cash balance in safe	75.83
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Overall balance of school fund 31/8/23	30,679.27 BALANCED TO PEBBLE
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Marsh Infant and Nursery School  
School Fund Registered Charity No. 1128755

Trustees Annual Report  
Year Ended 31<sup>st</sup> August 2023

Name of Charity: Marsh School Fund  
Registered Number: 1128755  
Legal Form: Unincorporated charitable organisation  
Governing Document: Declaration of Trust dated 17 March 2009  
Address: C/O Marsh School, Abbey Barn Road, HP11 1RW

The charity trustees as at the date of signing this report:

- Mrs Lesley Ann Godwin Head Teacher & Chairman of Trustees
- Mr Patrick Heighes Chairman of Governing Body Finance Committee & Trustee
- Miss Karen Louise Muschamp Deputy Head & Trustee

Banks:

- Barclays Bank High Wycombe Southern Chilterns Group

Independent Examiner:

- Wendy Smith Wade, 8 Astor Close, Maidenhead, Berks, SL6 1XQ

Objectives:

- The advancement of the education of the pupils at Marsh School by providing funds, items, services and facilities that are not the obligation of any statutory authority to provide
- The furtherance of such other general charitable purposes as the Trustees may from time to time decide, through provision of grants.

Area of Benefit:

- High Wycombe, Buckinghamshire



### **Report to the Trustees on the activities of the charity:**

The Trustees present the independently examined receipts and payments accounts of the charity on pages 3 and 4 in accordance with the adopted accounting policies, for year ending 31<sup>st</sup> August 2023.

The main sources of income to the fund are after-school teacher led clubs and fund-raising events. These included things such as pizza and DVD nights, mufti days and a very successful Summer Fayre. We were also very fortunate to secure a 50% funding grant from Marsh and Micklefield of £3,681 (shown under fund raising for school in the receipts section of the accounts) which has subsequently been used to fund an outdoor reading den. Expenditure for the reading den will be recorded in the 2023/24 accounts as the project did not commence until September 23.

The school fund is also used to collect income directly from parents (avoiding the use of cash and cheques) for areas and activities which fall within the school budget. Breakfast Club, Activity Hub, Nursery Lunch Club and trips are all services that fall under the community part of the school budget. This income (breakfast club, activity hub, nursery lunch club and trips) is recorded within the School Voluntary Fund but has a corresponding payment in the payments section of the accounts, therefore have a Nil effect on the overall balance of the fund. Money is transferred via cheque and is paid across to Buckinghamshire Council (school budget) throughout the year. At 31<sup>st</sup> August 2023 £21,664.72 was due to Buckinghamshire Council in respect of school budget share activities. This is shown within the statement of Assets and Liabilities and forms part of the Creditors figure within this statement.

Payments made from the fund include payment to the school budget of £7,971 contribution towards the rear playground project, expenditure in relation to fund raising events i.e. pizza for the pizza and DVD evenings. The independent examiner of the accounts will be paid £200 from the 2023/24 accounts.

The Trustees feel that the objects of the charity have been met and that the educational public benefit criteria have also been met.

### **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 the 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.
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This report was approved by the Trustees on the ....8.... Day of May.....2024 and signed on their behalf by:

.....*[Signature]*..... Chairperson