



MORECAMBE ROAD SCHOOL

Trustees' Annual Report and Accounts for the Period
from 1st April 2022 until 31st March 2023

TRUSTEES' ANNUAL REPORT

NOTES:

The Charity Commission framework advises that the annual report should be a concise but comprehensive review of the activities of the charity prepared by the trustees for each accounting period.

Charity Name: Morecambe Road Fund

Registered Charity Number: 1138046

Charity's Principal Address: Morecambe Road School, Morecambe Road,
Morecambe, Lancashire, LA3 3AB

Names of the Charity Trustees who manage the charity:

Mrs A Dootson, Headteacher

Mrs F Gill, School Business Manager

Structure, Governance and Management

The School Governing Body and Trustees are responsible for the control and management of the Morecambe Road School Charity Fund and delegate the day to day administration to the School Fund Administrator.

The governance of the Morecambe Road School Fund Charity Account is set down in the School Fund Governing Document. The Governing Document is formally approved by all the members of the Governing Body on an annual basis as part of the School Finance Manual. The approval is recorded in the formal minutes of the Governing Body. The Governing Document is only to be amended by a written resolution passed by all members of the Governing Body.

Policies and procedures within the School Finance Manual are practiced in relation to:

- Roles and responsibilities
- Internal financial regulations
- Charging policy
- Debt management policy
- Whistle blowing policy
- Statement of Internal Control
- Purchasing Arrangements
- Income
- Control and disposal of Assets
- Bank Account Management
- Anti Fraud Policy
- Value for Money Statement



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In addition to the School Finance Manual the Trustees adhere to the policies agreed by the Governing Body with regard to Child Protection, Confidentiality, Data Protection and Code of Conduct including Ethical Standards.

Objectives and activities

In setting our objectives and planning our activities, the Governors and Trustees give careful consideration to the Charity Commission's general guidance on public benefit. We seek to provide opportunities to develop our pupil's capabilities, competences and skills. We promote development of our pupil's through learning, care, sporting and other activities. We provide an environment where each pupil can develop and enable achievement, building self-confidence and inculcating a desire to contribute to the wider community. In so doing pupils are prepared for the opportunities, responsibilities and experience of later life.

The objects of the school fund charity are to advance the education and experiences of the pupils at the School (Morecambe Road School) in particular but not exclusively. This is met by supplying goods and services for their benefit and not required to be supplied by the Department for Education. This objective is set in the context of the broader goals we set for the School and its pupils.

Our key objectives for the year included:

- (a) advancement of the pupils' personal growth
- (b) improving the School's facilities and equipment stock
- (c) pupil prizes and rewards
- (d) subsidising trips and events for pupils so that they may participate in both in and out of school activities
- (e) trophies and medals in recognition of pupil success and achievement
- (f) supporting the running of the school minibus

Achievements and performance

Advancement of the pupils' personal growth

Following the Pandemic, school pupils are returning to engagement in relatively normal activities such as residential experiences and tournaments outside of school. We continue to be committed in this pupil advancement. A total of £3,711 was expended in this area towards Bendrigg, Borwick and sporting tournaments.



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Following a donation from the Kelloggs group, the Charity Account has made payment of £105 for breakfast club provisions. This support is for the most disadvantaged pupils, it is universally recognised that a child will not advance in personal growth if hungry.

Additionally, advancement for our pupils is achieved through fundraising activities for other charities. This financial year the staff and pupils raised funds for the local Hospice. Part of the money was paid via the Parent Pay system (cashless) into the School Charity Account. A cheque for £70 was then made payable to the Hospice.

Improving the School's facilities and equipment stock

Facilitated partly by donations, the Charity Account paid a total of £2,269 for a new pupil sports kit. This is for wearing by all pupils when representing school in local and national tournaments.

Pupil prizes and rewards

Prizes and rewards are used to motivate pupils in all areas of school life. These rewards may range from small items (eg stickers) or may be bigger (eg events). Events included an Annual Awards Day in September 2022, Halloween Pupil Disco, Christmas and Easter Celebrations.

The Charity Account has funded:

- Halloween Disco (£131)
- Easter Celebration (£286)
- Christmas Celebration (£460)

Subsidising trips and events for pupils so that they may participate in both inside and out of school activities

£350 was paid towards a whole school trip to the cinema for the viewing of Matilda the Musical. Also refer to pupil advancement regarding residential trips above.

Trophies and medals in recognition of pupil success and achievement

The Annual Awards Day was held in September 2022 to celebrate pupil success.

Previous Trophy Engraving invoices were not forwarded to the Charity Administrator and consequently back invoices have been paid in this financial year. This totalled £2,472 and all invoices have now been paid up to and including September 2022.

Supporting the running and maintenance of the school minibus

The Charity Account continues to fund the fuel expenses for the three school minibuses, crucial to the provision of school trips and extra-curricular activities. The total cost of minibus fuel expenses was £2,114.

The minibuses are also used for visits to families by the Family Liaison Officer and or to collect pupils to support attendance at school.



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Trustees' Annual Report and Accounts for the Period
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Financial Review

The Financial Statement for the period is recorded on this page below and pages 5 and 6. The statement details payments and receipts. The Charity ensures that money is spent on fulfilling the objectives for current pupils. Any reserves accrued will have been set aside to meet future commitments such as subsidising ongoing projects and future rewards.

There are no funds attached to the account which are materially in deficit and no funds are held as custodian trustee on behalf of others.

Income during financial year 2022/23 has been received as a result of applications for grants and donations. This is aligned to the engagement of a Fundraising Manager who will notify the School Business Manager of relevant Trusts and external funding available. Applications and letters are then forwarded by the School Business Manager to the relevant organisation. Management of the applications and provision of further statements/information is undertaken by the School Business Manager.

Accounts for the Period from 1st April 2022 until 31st March 2023

General Guidance:

The Charity Commission framework states that all charities must prepare accounts and make them available to the public on request. It recommends an independent examination rather than audit of accounts for charities with an income between £25,000 and £500,000.

A duty to send annual reports and accounts to the Charity Commission applies to all registered charities whose annual income or expenditure exceeds £10,000.

The school charity account is prepared on a receipt and payment basis recommended by the Charity Commission for a non-company charity with a gross income of less than £250,000 pa. It consists of an account summarising all money received and paid out by the Charity within the period stated and a statement of assets and liabilities at the end of the period.

RECEIPTS AND PAYMENTS ACCOUNT	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2023 £	Total 2022 £
Receipts						
Donations	1,944.37	933.00	0	0	2,877.37	260.00
Grants	0	6,405.00	20,783.00	0	27,188.00	12,775.00
Fund raising events	68.94	0	0	0	68.94	508.42
Investment income eg interest	3.68	0	0	0	3.68	2.87
Other income eg Gift Aid	0	0	0	0	0	0.00
Total incoming receipts	2,016.99	7,338.00	20,783.00	0	30,137.99	13,546.29

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2023 £	Total 2022 £
Payments						
School activities	5,860.61	0	6,040.04	0	11,900.65	24,182.11
Fundraising trading costs	350.00	0	0	0	350.00	260.00
Charitable activities	0	0	70.00	0	70.00	0
Governance costs	0	0	0	0	0	0
Other resources eg postage	0	0	0	0	0	0
Total outgoing payments	6,210.61	0	6,110.04	0	12,320.65	24,442.11



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BALANCE SUMMARY FOR BANK ACCOUNT AND PETTY CASH AT END OF THE PERIOD 1st April 2022 until 31st March 2023:

Balance as @ 31.3.2022 -	£23,015.87
Add total income -	<u>£30,137.99</u>
Sub total -	£53,153.86
Less total payment -	<u>£12,320.65</u>

Balance as @ 31.3.23- £40,833.21

STATEMENT OF ASSETS AND LIABILITIES	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2023 £	Total 2022 £
Cash Funds						
Bank Current Account	0	0	0	0	40,895.71	23,015.87
Petty Cash Balance		0	0	0	0.00	0.00
Less Outstanding Cheque	0	0	0	0	-62.50	0.00
TOTAL					40,833.21	23,015.87

RECEIPTS AND PAYMENTS ANALYSIS	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2023 £
Receipts					
Various Stakeholder donations	1,526.42	0	0	0	1,526.42
Clothes Re-cycling	22.52	0	0	0	22.52
Bank Interest	3.68	0	0	0	3.68
School Fund Raising	178.71	0	0	0	178.71
Other Charity Income re Parent Pay	0	0	68.94	0	68.94
William Howarth	0	0	500.00	0	500.00
The Uninvited Guest	0	0	3,000.00	0	3,000.00
The Areti Trust	0	0	5,000.00	0	5,000.00
The Ala Green Trust	0	0	4,500.00	0	4,500.00
The Beatrice Laing Trust	0	5,000.00	0	0	5,000.00
Steven Bloch Image	0	500.00	0	0	500.00
Kelloggs Breakfast	0	0	1,000.00	0	1,000.00
Mather Family	0	0	3,898.00		3,898.00
Banks Lyon	0	0	2,885.00	0	2,885.00
D of E Award Scheme	0	905.00	0	0	905.00
Cassidy UK	0	500.00	0	0	500.00
R Roberts Contracting	0	433.00	0	0	433.00
Mel Jones Photography	216.72	0	0	0	216.72
Totals	1,948.05	7,338.00	20,851.94	0	30,137.99
Payments					
Advancement	45.00	0	3,841.04	0	3,886.04
Facilities and Equipment	0	0	2,269.00	0	2,269.00
Pupil Rewards	879.79	0	0	0	879.79
Subsidies Trips and Events	350.00	0	0	0	350.00
Trophies and Medals	2,472.03	0	0	0	2,472.03
Minibus Expenses	2,113.79	0	0	0	2,113.79
Other Charity Fundraising Costs	350.00	0	0	0	350.00
Totals	6,210.61	0	6,110.04	0	12,320.65



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Notes:

1. There were two outstanding cheques as @ 31.3.23. Cheque numbers 000192 and 000195, totalling £62.50.
2. Applications for Grants and Donations were made on individual project basis and this restricted funding has been or will be expended for the purposes detailed in each application.
3. The balance carried forward is ring fenced as follows:
 - Residential Trip Subsidies for Key Stage 2, 3 and 4 - £25,000
 - Operational running of Minibus 2021/22 - £3,500.00
 - Rainbow Project - £3,000
 - Breakfast Club Provisions - £1,000

In addition, to the above projects we follow good financial management in reserving funds for unexpected matters in school, such as subsidising trips for economically disadvantaged pupils. Also, the Charity Fund, as you will find from the accounts, funds the School Minibuses so that pupils can access the local community and environment. Trustees and Senior Management are aware and recognise that due to the cost of living crisis there is a need to reserve funds for subsidies and opportunities

Signed by the Trustees:

Signature	Printed Name	Date of Approval
<i>A Dootson</i>	A Dootson	9th May 2023
<i>F Gill</i>	F Gill	9th May 2023



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Signed by the Trustees:

Signature	Printed Name	Date of Approval
<i>A Dootson</i>	A Dootson	9th May 2023
<i>F Gill</i>	F Gill	9th May 2023



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

MORECOMBE RUDD SCHOOL FUND

**On accounts for the year
ended**

31/03/22

**Charity no
(if any)**

1138046

Set out on pages

4-5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

Date:

15.6.22

Name:

Graham David Howse

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

CMAA, JSC App Accs
ICAEW Affiliate Member

Address:

C10 CWA CHARTERED ACCOUNTANTS
20 MARLIN WAY, LANCASTER BUSINESS PARK
CRATER ROAD, LANCASTER, LA1 3SL

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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