

STEPGATES COMMUNITY SCHOOL FUND

England & Wales · Charity number 1154114

Details

Status Registered

Legal form Trust

Registered 2013-10-07

Register [View on the Charity Commission register](#)

Contact

Address Stepgates Primary School
Stepgates
Chertsey
KT16 8HT

Phone 01932563022

Email info@stepgates.surrey.sch.uk

Website www.stepgatesschool.co.uk

Activities

Objects: 1) TO ADVANCE THE EDUCATION OF THE PUPILS AT STEPGATES COMMUNITY SCHOOL BY PROVIDING OR ASSISTING THE PROVISION OF EDUCATIONAL, RECREATIONAL AND OTHER CHARITABLE FACILITIES IN AUGMENTATION OF SUCH FACILITIES FINANCED BY THE LOCAL EDUCATION AUTHORITY.2) TO ADVANCE THE EDUCATION OF THE PUPILS AT STEPGATES COMMUNITY SCHOOL BY PROVIDING ASSISTANCE WITH THE FUNING FOR SCHOOL TRIPS AND VISITS AND ACTIVITIES OUTSIDE SCHOOL FOR ALL PUPILS.

Activities: The fund supports activities to supplement the curriculum, i.e. transport to swimming, school trips, workshops in school, water bottles & some uniform, after school clubs, payment by installment for some residential school trips and the refurbishment of our swimming pool, payments are made to charitable causes supported by the school & membership fees for sports/literacy providers.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£36,610	£37,292	-	-
2023-08-31	£44,559	£42,460	-	-
2022-08-31	£29,957	£15,036	-	-
2021-08-31	£62,854	£71,150	-	-
2020-08-31	£21,849	£93,404	-	-

Trustees

Name	Role	Appointed
Laura Conn		2017-10-10
Michael Pope		2021-02-23
TARA LOUISE FORD		2013-09-20

STEPGATES COMMUNITY SCHOOL FUND

England & Wales - Charity number 1154114

Accounts



Trustees' Annual Report for the period

From 01/09/2023 Period start date To 31/08/2024 Period end date

Charity name: Stepgates Community School

Charity registration number: 1154114

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the pupils at Stepgates Community School by providing and assisting in the provision of facilities not normally provided by the Local Authority. To advance the education of pupils at Stepgates Community School by providing assistance with the funding of school trips and visits and activities outside school for all pupils.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The fund supports activities to supplement the curriculum; school trips, workshops in school, whole school Christmas pantomime, some items of school uniform, after school clubs and payment by instalment for residential trips.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees hereby declare that they have had regard to the guidance issued by the Charity Commission on public benefit and have overseen the management of the account during the year.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
		N/A

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>We are very fortunate to have an active Parent Teacher Association - Friends of Stepgates Community School (FOSS) who organise many activities and events during the year, on a voluntary basis, to raise funds for both their own and the school's charity accounts.</p> <p>Our Board of Governors and parents, alongside members of our local community have been instrumental in helping to progress our aim to fund a building to house our school pool.</p>
Other		<p>The parents and carers of the children attending Stepgates Community School continue to make voluntary contributions and donations towards the various activities and school trips, both during and after school, enabling school to provide an enriched curriculum for our children.</p>

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the	Para 1.20	<p>The Trustees are delighted that the fundraising has continued to enable swimming to be taught as part of the curriculum to all of children in both KS1 & KS2. Furthermore we have been able to assist parents with affordable school uniform, contributions</p>

circumstances of its beneficiaries and any wider benefits to society as a whole.		towards school trips and activities and contributions towards updating our school playground area with the addition of a forest school area, an enhanced nature garden and new playground equipment for KS1.
--	--	--

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We continue to achieve our original objectives which is to provide our children with an enriched curriculum and wrap around care which enhances their learning. Fundraising has continued this year and we held several fundraising events dedicated to the final phase of our swimming pool project. Donations have continued to be received from community activities and from local charities including The Rotary Club and Black Cherry Fair and through our association with the local Co-op through their community partnership scheme.
Performance of fundraising activities against objectives set	Para 1.41	This financial year we have applied to Your Fund Surrey for funding for a swimming pool building to enclose our open air pool. We were successful in the first round of applications and have been invited to submit a full application. This process is ongoing as we first had to obtain planning consents from the Local Authority which we are delighted to confirm have been granted.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity's financial position remains one of strength.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	N/A
Amount of reserves held	Para 1.22	£1000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Funds are raised from parents/carers from donations towards trips, visits and activities. Swimming pool funds are raised through community fundraising activities, grant applications and donations.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The Trustees have not identified any particular risks that will affect the Charity's ability to successfully fund raise to achieve its objectives.
Other		

Structure, Governance and Management

Description of charity's trusts:		School Fund
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Trustees are appointed by Stepgates Community School Board of Governors.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are three appointed Trustees.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Stepgates Community School Fund
Other name the charity uses	N/A
Registered charity number	1154114

Charity's principal address	Stepgates Community School Stepgates Chertsey Surrey KT16 8HT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tara Louise Ford	Chair		Full Governing Body
2	Laura Conn			Full Governing Body
3	Michael Pope			Full Governing Body
4				
5				
6				
7				
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17				
18				
19				
20				

Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

T Ford

Full name(s)

Tara Louise Ford

Position (eg
Secretary, Chair, etc)

Chair

Date

23.04.2025

(iii) UNOFFICIAL SCHOOL FUNDS - AUDIT CERTIFICATE

SCHOOL NAME: Stepgates Community School	DfE No: 936/2946
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Unofficial School Funds – Audit Certificate for Year Ended 31 August 2024


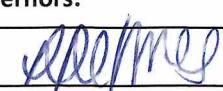
I CERTIFY:

1. That the following is a complete list of funds (other than Governor Funds which are administered as a charity, by Trustees) which, although not the direct responsibility of the Local Authority, were being administered for the benefit of the school and its pupils during the year ended 31 August 2024;

Name of Fund/Account(s)	Purpose of Fund/Account	Amount in Fund/Account as at 31 August 2024
Stepgates Community School Fund	To enhance the education of the pupils through school trips and other activities.	£27,270

2. That the checks on the Unofficial School Funds Audit Checklist have been completed and that, in my opinion, all such funds have been verified as being correct for the accounting year ending 31 August xxxx;
3. That an independent person nominated by the governing body has audited these funds. An independent person is someone who is not involved in any way with the management of the Unofficial School Funds and is not related to anyone involved in the management of the funds;
4. That an independent person nominated by the governing body is not a Governor of the School.

Signed by:

Independent Examiner:	Chair of Governors:
Signature: 	Signature: 
Print Name: Anthony Moore	Print Name: Lisa Jeffries
Date: 17th March 2025	Date: 25/03/2025
Qualified Accountant (delete as applicable)	
Contact Number: 07712162998	
Contact Email: tony.moore.17@hotmail.co.uk	

STATEMENT OF ACCOUNTS
Stepgates Community School UNOFFICIAL FUND ACCOUNT
For the period 1st September 2023 to 31st August 2024

INCOME & EXPENDITURE	Current Year ending 31st August 2024			Previous Year ending 31st August 2023		
	£	£	Notes	£	£	Notes
Income - Fundraising Events:						
<i>Fundraising events</i>	3,234			3,137		
<i>Pool Donations</i>	1,171			6,526		
<i>Donations - general</i>	125			2,375		
<i>Charitable Events - External Fundraising</i>	555			4,437		
Accrued Income (£1k+):						
<i>[List Accrual]</i>	<u>0</u>			<u>0</u>		
		5,085			16,475	
Income - Sales:						
<i>Various Sales Eg Uniform/Water Bottles]</i>				63		
Photo commission	1,252					
Revision guides	450					
Uniform	52					
Books	90					
Accrued Income (£1k +):						
<i>[List Accrual]</i>	<u>0</u>			<u>0</u>		
		1,844			63	
Income - School Trips:						
<i>School Trips - Various</i>	29,085			27,997		
Accrued Income (£1k +):						
<i>[List Accrual]</i>	<u>0</u>			<u>0</u>		
		29,085			27,997	
Other Income:						
<i>Other Income Eg Bank Interest</i>						
<i>Bank interest</i>	23			24		
General school fund	573					
Accrued Income (£1k +):						
<i>[List Accrual]</i>	<u>0</u>			<u>0</u>		
		596			24	
TOTAL INCOME		36,610			44,559	
	£	£	Notes	£	£	Notes
Expenditure - Fundraising Events:						
Cost of Fundraising events	6,455			1,992		
Fundraising for Charity	555			3,716		
Accrued Expenses (£1k +):						
<i>[List Accrual]</i>	<u>0</u>			<u>0</u>		
		7,010			5,708	
Expenditure - Cost of Sales:						
Cost of Donations				3,112		
Charitable Grant use				1,484		
Cost of Sales				126		
Accrued Expenses (£1k +):						
<i>[List Accrual]</i>	<u>0</u>			<u>0</u>		
		0			4,722	
Expenditure - School Trips:						
<i>School Trips - Various</i>	29,268			20,632		
Accrued Expenses (£1k +):						
<i>[List Accrual]</i>	<u>0</u>			<u>0</u>		
		29,268			20,632	
Other Expenditure:						
Transfer to Pool Fund				10,665		
General school fund	417					
Bank charges	597			733		
Accrued Expenses (£1k +):						
<i>[List Accrual]</i>	<u>0</u>			<u>0</u>		
		1,014			11,398	
TOTAL EXPENDITURE		37,292			42,460	
Net Surplus/(deficit) for the Year		(682)			2,099	
Fund balance b/fwd from prior years		27,952			25,853	

FUND BALANCE AS AT 31 AUGUST (Year-End)

27,270

27,952

ANALYSIS OF FUNDS:	£	Notes	£	Notes
General Reserves Eg: Stock Eg: School Trips	27,270		27,952	
FUND BALANCE AS AT 31 AUGUST (Year-End)	<u>27,270</u>		<u>27,952</u>	

Represented by:

BALANCE SHEET: ASSETS AND LIABILITIES		Current Year ending 31st August 2024			Previous Year ending 31st August 2023		
		£	£	Notes	£	£	Notes
Assets	Balance as per Bank Statement 31 August	27,162			25,441		
	Add unrepresented receipts	108			2,511		
	Less unrepresented cheques	-					
	Cash at Bank	<u>27,270</u>			<u>27,952</u>		
	Cash in Hand	0			0		
	Petty Cash Float						
	Stock (if it has a significant or material value and represents a future benefit)						
	Sundry Debtors						
	Total Assets		<u>27,270</u>			<u>27,952</u>	
Less: Liabilities							
	Sundry Creditors		0				
	Net Current Assets		<u>27,270</u>			<u>27,952</u>	

STEPGATES COMMUNITY SCHOOL FUND

England & Wales - Charity number 1154114

Accounts



Trustees' Annual Report for the period

From 01/09/2022 Period start date To 31/08/2023 Period end date

Charity name: Stepgates Community School

Charity registration number: 1154114

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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees hereby declare that they have had regard to the guidance issued by the Charity Commission on public benefit and have overseen the management of the account during the year.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
		N/A

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Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>We are very fortunate to have an active Parent Teacher Association - Friends of Stepgates Community School (FOSS) who organise many activities and events during the year, on a voluntary basis, to raise funds for both their own and the school's charity accounts.</p> <p>Our Board of Governors and parents, alongside members of our local community have been instrumental in helping to progress our aim to fund a building to house our school pool. We have been fortunate to enlist the services of a local firm of architects who have provided their services free of charge providing technical drawings, the submission of the planning application to the local authority and liaising with builders and other contractors required to obtain quotes for the work.</p>
Other		<p>The parents and carers of the children attending Stepgates Community School continue to make voluntary contributions and donations towards the various activities and school trips, both during and after school, enabling school to provide an enriched curriculum for our children.</p>

Achievements and Performance

	SORP reference	
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Other		

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Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Trustees are appointed by Stepgates Community School Board of Governors.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are three appointed Trustees.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Stepgates Community School Fund
Other name the charity uses	N/A
Registered charity number	1154114

Charity's principal address	Stepgates Community School Stepgates Chertsey Surrey KT16 8HT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tara Louise Ford	Chair		Full Governing Body
2	Laura Conn			Full Governing Body
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19				
20				

Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

T Ford

Full name(s)

Tara Louise Ford

Position (eg
Secretary, Chair, etc)

Chair

Date

31.03.2025



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Stepgates Community School

On accounts for the year
ended

31st August 2023

Charity no
(if any)

1154114

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; and
 - 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:

Date:

31/3/25

Name:

Alison Cronk

Relevant professional
qualification(s) or body

MAAT

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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

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Stepgates Community School
Income and Expenditure
01/09/22-31/8/23

	£	£
Sales		44,559.00
Gross Profit		<u>44,559.00</u>
Less Expenses		
cost of sales	126	
cost of school trips/activities	20,632.00	
cost of donations (Pool)	3,112.00	
Pool Fund	10,665.00	
Fundraising events	1,992.00	
Fundraising for Charity	3,716.00	
Charities - grant use	1,484.00	
Bank interest	733.00	
Total expenses	<u>42,460.00</u>	
Net profit		<u>2,099.00</u>

Stepgates Community School

Final Balance for Period Ending 31/8/23

Opening Balances	£25,853.00
Movement in period from charity bank	£2,099.00
Closing Balance	<u><u>£27,952.00</u></u>

Represented by private income	
Cash in hand	£25,441.00
Cheques in hand	£2,511.00
Current a/c School Fund	

Difference	<u><u>£27,952.00</u></u>
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Signed



Dated

31/03/2025

STEPGATES COMMUNITY SCHOOL FUND

England & Wales - Charity number 1154114

Accounts



Trustees' Annual Report for the period

From 01/09/2021 Period start date To 31/08/2022 Period end date

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Charity registration number: 1154114

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Additional information (optional)

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Policy on social investment including program related investment	Para 1.38	N/A
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Other		<p>The parents and carers of the children attending Stepgates Community School continue to make voluntary contributions and donations towards the various activities and school trips, both during and after school, enabling school to provide an enriched curriculum for our children.</p>

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the	Para 1.20	<p>The Trustees are delighted that the fundraising has continued to enable swimming to be taught as part of the curriculum to all of children in both KS1 & KS2. Furthermore we have been able to assist parents with affordable school uniform, contributions</p>

circumstances of its beneficiaries and any wider benefits to society as a whole.		towards school trips and activities and contributions towards updating our school playground area with the addition of a forest school area, an enhanced nature garden and new playground equipment for KS1.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We continue to achieve our original objectives which is to provide our children with an enriched curriculum and wrap around care which enhances their learning. Fundraising has continued this year and we held several fundraising events dedicated to the final phase of our swimming pool project. Donations have continued to be received from community activities and from local charities including The Rotary Club and Black Cherry Fair and through our association with the local Co-op through their community partnership scheme.
Performance of fundraising activities against objectives set	Para 1.41	This financial year we have applied to Your Fund Surrey for funding for a swimming pool building to enclose our open air pool. We were successful in the first round of applications and have been invited to submit a full application. This process is ongoing as we first had to obtain planning consents from the Local Authority which we are delighted to confirm have been granted.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity's financial position remains one of strength.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	N/A
Amount of reserves held	Para 1.22	£1000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Funds are raised from parents/carers from donations towards trips, visits and activities. Swimming pool funds are raised through community fundraising activities, grant applications and donations.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The Trustees have not identified any particular risks that will affect the Charity's ability to successfully fund raise to achieve its objectives.
Other		

Structure, Governance and Management

Description of charity's trusts:		School Fund
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Trustees are appointed by Stepgates Community School Board of Governors.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are three appointed Trustees.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Stepgates Community School Fund
Other name the charity uses	N/A
Registered charity number	1154114

Charity's principal address	Stepgates Community School Stepgates Chertsey Surrey KT16 8HT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tara Louise Ford	Chair		Full Governing Body
2	Laura Conn			Full Governing Body
3	Michael Pope			Full Governing Body
4				
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Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

T Ford

Full name(s)

Tara Louise Ford

**Position (eg
Secretary, Chair, etc)**

Chair

Date

28.03.2023

Stepgates Community School
Income and Expenditure
01/09/21-31/8/22

	£	£
Sales		29,957.00
grants		
Gross Profit		<u>29,957.00</u>
Less Expenses		
cost of sales	105	
cost of school trips/activites	10,844.00	
cost of donations (Pool)	2,006.00	
Fundraising events	960.00	
Fundraising for Charity	390.00	
Charities - grant use	16.00	
Bank interest	715.00	
Total expenses	15,036.00	
Net profit		<u><u>14,921.00</u></u>

Stepgates Community School

Final Balance for Period Ending 31/8/22

Opening Balances	£18,026.00
Movement from charity bank	-£7,094.13
Movement in period	£14,921.00
Closing Balance	<u>£25,852.87</u>

Represented by
private income

Cash in hand	£25,791.84
Cheques in hand	£63.00
Current a/c School Fund	

Difference	-£1.97
	<u>£25,852.87</u>

Signed



Dated

05/10/2022



Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of

Stepgates Community School

On accounts for the year ended

31st August 2022

Charity no (if any)

1154114

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; and
 - 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:

Date: 5/10/22

Name:

Alison Cronk

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

MAAT

Address:

10 Weathercock Gardens

Holmer Green, Bucks

HP15 6TA

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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

STEPGATES COMMUNITY SCHOOL FUND

England & Wales - Charity number 1154114

Accounts



Trustees' Annual Report for the period

From 01/09/2020 Period start date To 31/08/2021 Period end date

Charity name: Stepgates Community School

Charity registration number: 1154114

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the pupils at Stepgates Community School by providing and assisting in the provision of facilities not normally provided by the Local Authority. To advance the education of pupils at Stepgates Community School by providing assistance with the funding of school trips and visits and activities outside school for all pupils.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The fund supports activities to supplement the curriculum; transport to swimming, school trips, workshops in school, whole school Christmas pantomime, some items of school uniform, after school clubs, payment by instalment for residential trips and the rebuilding of our school pool, in addition to this we were fundraising to install changing rooms, toilets and showers adjacent to our new school pool.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees hereby declare that they have had regard to the guidance issued by the Charity Commission on public benefit and have overseen the management of the account during the year.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	We are very fortunate to have an active Parent Teacher Association - Friends of Stepgates Community School (FOSS) who organise many activities and events during the year, on a voluntary basis, to raise funds for both their own and the school's charity accounts. Our Board of Governors and parents, alongside member of our local community have been instrumental in raising funds not only for the installation of our new school swimming pool but also the new changing rooms, showers and toilets recently commissioned for use. All activities have been undertaken on a voluntary basis.
Other		The parents and carers of the children attending Stepgates Community School continue to make voluntary contributions and donations towards the various activities and school trips, both during and after school, enabling school to provide an enriched curriculum for our children.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The donations and grants we have received during the past few years have enabled us to raise enough funds to complete our long awaited project to replace the school swimming pool and more recently install showers and changing rooms adjacent. The Trustees are delighted to announce that the school is not only enabling swimming to be taught as part of the curriculum to all of children in both KS1 & KS2 but also for hire to external clubs and associations. We have already received enquiries from

		several interested parties. The benefit to the wider, local community is the availability of a brand new facility for hire at a reasonable, more affordable cost benefitting the health and well-being of those living in and around Chertsey.
--	--	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We continue to achieve our original objectives which is to provide our children with an enriched curriculum and wrap around care which enhances their learning. Fundraising during this year was severely hampered again due to the pandemic, with school facing closure and strict social distancing measures once we re-opened making it impossible to hold our usual calendar of events and fundraisers for the second year in succession. Donations have still been received from individuals from participation in sponsored community activities and from local charities including The Rotary Club and Black Cherry Fair.
Performance of fundraising activities against objectives set	Para 1.41	Despite the limitations caused by the pandemic we have still managed to do a small amount of fundraising. We made 2 successful funding applications to local charitable organisations in respect of the showers and changing rooms for our pool and were delighted when these were approved and project came to fruition.
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity's financial position remains one of strength despite large sums having been withdrawn this year to pay for the changing rooms.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	N/A
Amount of reserves held	Para 1.22	£1000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Funds are raised from parents/carers from donations towards trips, visits and activities. Swimming pool funds are raised through community fundraising activities, grant applications and donations.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The Trustees have not identified any particular risks that will affect the Charity's ability to successfully fund raise to achieve its objectives.
Other		

Structure, Governance and Management

Description of charity's trusts:		School Fund
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Trustees are appointed by Stepgates Community School Board of Governors.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are three appointed Trustees.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Stepgates Community School Fund
Other name the charity uses	N/A
Registered charity number	1154114

Charity's principal address	Stepgates Community School Stepgates Chertsey Surrey KT16 8HT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tara Louise Ford	Chair		Full Governing Body
2	Laura Conn			Full Governing Body
3	Michael Pope			Full Governing Body
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Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

--	--

Full name(s)

Tara Louise Ford	
------------------	--

Position (eg
Secretary, Chair, etc)

Chair	
-------	--

Date

08.06.2022

Stepgates Community School
Income and Expenditure
01/09/20-31/8/21

	£	£
Income		
Dontations		3,626.00
Fundraising		3,045.00
Other		23.00
Grants		56,160.00
Gross Profit		<u>62,854.00</u>
Less Expenses		
cost of donations (Pool)	19,676.00	
Fundraising for Charity	749.00	
Swimming pool Installation cost	50,226.00	
Bank interest	499.00	
Total expenses	71,150.00	
Net profit		<u><u>-8,296.00</u></u>

Stepgates Community School

Final Balance for Period Ending 31/8/21

Opening Balances	26,322.00
Movement in period from charity bank	-8,296.00
Closing Balance	<u><u>18,026.00</u></u>

Represented by Bank Account	10,949.11
Transfer to School Fund	7,074.13

Difference	2.76
	<u><u>18,026.00</u></u>

Signed



Dated

02/05/2022



Independent examiner's report on the accounts

Report to the trustees/ members of Stepgates Community School

On accounts for the year ended 31st August 2021 **Charity no (if any)** 1154114

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; and
 - 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:  **Date:** 5/5/22

Name: Alison Cronk

Relevant MAAT

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

--

Address:

10 Weathercock Gardens

Holmer Green, Bucks

HP15 6TA



Only complete if the examiner needs to highlight material problems.

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