

DARTFORD GRAMMAR SCHOOL FOR GIRLS VOLUNTARY FUND

England & Wales · Charity number 1167769

Details

Status Registered

Legal form CIO

Registered 2016-06-22

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

Contact

Address Dartford Grammar School For Girls
Shepherds Lane
Dartford
DA1 2NT

Phone 01322223123

Email school@dartfordgrammargirls.org.uk

Website www.dartfordgrammargirls.org.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE STUDENTS AT DARTFORD GRAMMAR SCHOOL FOR GIRLS BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES, NOT REQUIRED TO BE PROVIDED BY THE LOCAL AUTHORITY, FOR EDUCATION AT THE SCHOOL.

Activities: The donations received are made on a voluntary basis by the parents/carers and are used to fund and support extra-curricular activities and events which provide a breadth to the curriculum that would not be possible from funds received from the Government or Local Authority.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£369,753	£363,360	-	-
2023-08-31	£394,366	£378,132	-	-
2022-08-31	£238,454	£230,186	-	-
2021-08-31	£79,025	£187,047	-	-
2020-08-31	£381,108	£320,090	-	-

Trustees

Name	Role	Appointed
JANICE BROOKE	Chair	2016-04-11
Fiona Mary Kellett		2023-02-02
SHARON PRITCHARD		2016-04-11

DARTFORD GRAMMAR SCHOOL FOR GIRLS VOLUNTARY FUND

England & Wales - Charity number 1167769

Accounts

School Voluntary Fund

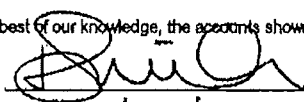

Summary of Accounts Statement

for the year ended : 31st August 2023

School: Dartford Grammar School for Girls

Voluntary Fund

	Receipts		Payments
	£		£
<u>SECTION 1</u>			
I01 SCHOOL FUND	6,207.64	E01 BOOK DEPOSIT REFUND	8,364.88
I02 BOOK DEPOSITS	10,290.00	E02 MINIBUS	4,761.24
I03 DAY TRIPS	96,686.43	E03 AWARDS & PRIZES	287.02
I04 RESIDENTIAL TRIPS	189,786.73	E04 ADMIN EXPENSES	3,311.03
I05 TRIP RESERVES	31.68	E05 DAY TRIPS	101,862.06
I06 ARTS AWARD	0.00	E06 RESIDENTIAL TRIPS	179,761.95
I07 D OF E	18,230.00	E07 LEARNING RESOURCES	62,207.67
I08 DONATIONS	417.00	E08 LEARNING RESOURCES ICT	0.00
I09 MINIBUS	0.00	E09 PARENTPAY CHARGES	5,625.96
I10 PHILANTHROPIC	6,114.40	E10 PHILANTHROPIC	2,344.88
I11 UNIFORM	2,313.21	E11 ADMIN CHARGE	397.42
I12 OTHER INCOME	61,766.02	E12 TRIP INSURANCE	0.00
I13 ACTIVITIES WEEK	0.00	E13 UNIFORM	54.00
I14 STAFF COUNCIL	0.00	E14 HARDSHIP FUND	0.00
I15 INSURANCE CLAIMS	0.00	E15 ACTIVITIES WEEK	84.46
I16 STAFF FUND	240.00	E16 STAFF COUNCIL	0.00
		E17 EMPLOYEE EXPENSES	0.00
		E18 STAFF FUND	160.00
		E19 OTHER EXPENDITURE	811.07
	293.35	credit control	18,107.46
<u>Total Receipts</u>	394,366.46	<u>Total Payments</u>	378,132.17
<u>Excess of Payments</u>		<u>Excess of Receipts</u>	
- carried down	0.00	<u>Over Payments</u>	
		- carried down	16,234.29
	394,366.46		394,366.46

Receipts (Cont'd)		Payments (Cont'd)	
	£		£
SECTION 2			
<u>Excess of Receipts</u>		<u>Excess of Payments</u>	
<u>Over Payments</u>		<u>Over Receipts</u>	
- brought down	16,234.29	- brought down	0.00
<u>Balance b/fwd at</u> 01/08/2022		<u>Balance c/fwd at</u> 31/08/2023	
Petty Cash Balance at year-end	201.98	Petty Cash Balance at year-end	455.18
Cash Book Balance for Current A/C at year-end	166,342.08	Cash Book Balance for Current A/C at year-end	171,323.17
	171,778.35		171,778.35
SECTION 3			
1. Amount owing to the fund at the year end	5,445.41	2. Amount owed by the Fund (ie outstanding accounts) at the year end	0.00
3. Amount received in advance for a committed expense	178,930.41	4. Valuation at cost price of Stock In Hand at the year end	0.00
SECTION 4			
We certify that to the best of our knowledge, the accounts shown above are correct.			
Finance Director		Headteacher	<u>S. Pitchard</u>
Date	<u>10/10/23</u>	Date	<u>10/10/23</u>
SECTION 5			
AUDIT CERTIFICATE			
1/We have audited the accounts of the above Fund in accordance with KCO's Voluntary Fund Guidance, Section 4. In my/our opinion there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31/08/2023 and its assets at that date were sufficient to meet all the liabilities of the Fund in full.			
Signature of Auditor	<u></u>	Date	<u>13/12/23</u>
Financial Qualification/Experience	<u>FCCA (MCCABE FORD WILLIAMS)</u>		
SECTION 6			
I confirm that the audited Summary of Accounts has been presented to the Board of Governors and I am satisfied with the state of affairs of the fund.			
Chairman of Governors	<u>Jenice Brooke</u>	Date	<u>13/12/23</u>

DARTFORD GRAMMAR SCHOOL FOR GIRLS VOLUNTARY FUND

England & Wales - Charity number 1167769

Accounts

School Voluntary Fund

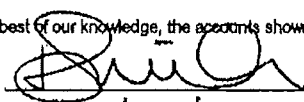

Summary of Accounts Statement

for the year ended : 31st August 2023

School: Dartford Grammar School for Girls

Voluntary Fund

	Receipts		Payments
	£		£
<u>SECTION 1</u>			
I01 SCHOOL FUND	6,207.64	E01 BOOK DEPOSIT REFUND	8,364.88
I02 BOOK DEPOSITS	10,290.00	E02 MINIBUS	4,761.24
I03 DAY TRIPS	96,686.43	E03 AWARDS & PRIZES	287.02
I04 RESIDENTIAL TRIPS	189,786.73	E04 ADMIN EXPENSES	3,311.03
I05 TRIP RESERVES	31.68	E05 DAY TRIPS	101,862.06
I06 ARTS AWARD	0.00	E06 RESIDENTIAL TRIPS	179,761.95
I07 D OF E	18,230.00	E07 LEARNING RESOURCES	62,207.67
I08 DONATIONS	417.00	E08 LEARNING RESOURCES ICT	0.00
I09 MINIBUS	0.00	E09 PARENTPAY CHARGES	5,625.96
I10 PHILANTHROPIC	6,114.40	E10 PHILANTHROPIC	2,344.88
I11 UNIFORM	2,313.21	E11 ADMIN CHARGE	397.42
I12 OTHER INCOME	61,766.02	E12 TRIP INSURANCE	0.00
I13 ACTIVITIES WEEK	0.00	E13 UNIFORM	54.00
I14 STAFF COUNCIL	0.00	E14 HARDSHIP FUND	0.00
I15 INSURANCE CLAIMS	0.00	E15 ACTIVITIES WEEK	84.46
I16 STAFF FUND	240.00	E16 STAFF COUNCIL	0.00
		E17 EMPLOYEE EXPENSES	0.00
		E18 STAFF FUND	160.00
		E19 OTHER EXPENDITURE	811.07
	293.35	credit control	18,107.46
<u>Total Receipts</u>	394,366.46	<u>Total Payments</u>	378,132.17
<u>Excess of Payments</u>		<u>Excess of Receipts</u>	
- carried down	0.00	<u>Over Payments</u>	
		- carried down	16,234.29
	394,366.46		394,366.46

Receipts (Cont'd)		Payments (Cont'd)	
SECTION 2	£		£
<u>Excess of Receipts Over Payments</u> - brought down	16,234.29	<u>Excess of Payments Over Receipts</u> - brought down	0.00
<u>Balance b/fwd at</u> 01/08/2022 Petty Cash Balance at year-end Cash Book Balance for Current A/C at year-end	201.98 166,342.08	<u>Balance c/fwd at</u> 31/08/2023 Petty Cash Balance at year-end Cash Book Balance for Current A/C at year-end	455.18 171,323.17
	171,778.35		171,778.35
SECTION 3			
1. Amount owing to the fund at the year end	5,445.41	2. Amount owed by the Fund (ie outstanding accounts) at the year end	0.00
3. Amount received in advance for a committed expense	178,930.41	4. Valuation at cost price of Stock In Hand at the year end	0.00
SECTION 4			
We certify that to the best of our knowledge, the accounts shown above are correct.			
Finance Director		Headteacher	<u>S. Pitchard</u>
Date	<u>10/10/23</u>	Date	<u>10/10/23</u>
SECTION 5			
AUDIT CERTIFICATE			
1/We have audited the accounts of the above Fund in accordance with KCO's Voluntary Fund Guidance, Section 4. In my/our opinion there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31/08/2023 and its assets at that date were sufficient to meet all the liabilities of the Fund in full.			
Signature of Auditor	<u></u>	Date	<u>13/12/23</u>
Financial Qualification/Experience	<u>FCCA (McCARE FORD WILLIAMS)</u>		
SECTION 6			
I confirm that the audited Summary of Accounts has been presented to the Board of Governors and I am satisfied with the state of affairs of the fund.			
Chairman of Governors	<u>Jenice Brooke</u>	Date	<u>13/12/23</u>

DARTFORD GRAMMAR SCHOOL FOR GIRLS VOLUNTARY FUND

England & Wales - Charity number 1167769

Accounts

Dartford Grammar School for Girls Voluntary Fund
TRUSTEES REPORT
For the Year Ended 31st August 2022

Trustees:

Janice Brooke
Sharon Pritchard

Report of the Trustees

The Trustees present their annual report and audited accounts of the charity for the year ended 31st August 2022 and confirm that they comply with the requirements of the Charities Act 2011, the trust deed, and the Charities Statement of Recommended Practice (SORP), Accounting and Reporting by Charities (FRS 102).

Aims of the Charity

The Charity exists to advance the education of students at Dartford Grammar School for Girls by providing or assisting in the provision of educational, recreational, and other charitable facilities to compliment those provided by the Local Authority and the Department for Education.

Achievements and performance in the year

The voluntary fund account continues to enhance provision of curriculum subjects, including sports activities and overseas trips, provision of transport for educational visits and supplementing provision of resources for educational purposes. The main source of income is parental donations (for which Gift Aid is claimed), this income is used for enrichment activities, awards and prizes and various school resources.

The Charity has supported a number of trips and residential visits over the past 12 months further to the Covid pandemic. Profits from fundraising events in school are donated to other charities.

Reserves and Financial Health

The Trustees regularly review the Charity's finances as part of the effective stewardship of the Charity. Net funds on 31st August 2022 were £137,437 (2021: £147,276)

Investment Policy

The Charity does not have an investment portfolio and unspent funds are held in the bank, available to meet future needs of students at Dartford Grammar School for Girls.

Risk Management

The Trustees are responsible for the overseeing of the risks faced by the Charity. Detailed considerations of risk are delegated to the Senior Management of the school. Risks are identified, assessed and relevant controls established throughout the year.

CONTACT DETAILS

Dartford Grammar School for Girls, Shepherds Lane, Dartford, Kent. DA1 2NT

Website: www.dartfordgrammargirls.org.uk

Registered Charity No: 1167769

School Voluntary Fund

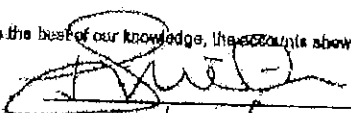
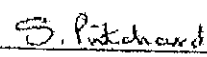
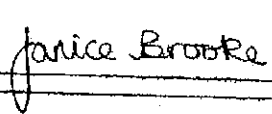
Summary of Accounts Statement

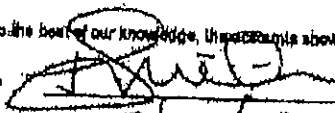

for the year ended : **31st August 2022**

School: **Dartford Grammar School for Girls**

Voluntary Fund

	Receipts		Payments
SECTION 1	£		£
101 SCHOOL FUND	5,521.74	E01 BOOK DEPOSIT REFUND	411.00
102 BOOK DEPOSITS	8,340.00	E02 MINIBUS	6,589.87
103 DAY TRIPS	89,894.70	E03 AWARDS & PRIZES	810.23
104 RESIDENTIAL TRIPS	88,060.90	E04 ADMIN EXPENSES	2,144.46
105 TRIP RESERVES	425.00	E05 DAY TRIPS	97,647.96
106 ARTS AWARD	0.00	E06 RESIDENTIAL TRIPS	85,640.00
107 D OF E	5,296.00	E07 LEARNING RESOURCES	47,531.95
108 DONATIONS	100.00	E08 LEARNING RESOURCES ICT	7.78
109 MINIBUS	0.00	E09 PARENTPAY CHARGES	3,159.83
110 PHILANTHROPIC	6,462.98	E10 PHILANTHROPIC	2,548.88
111 UNIFORM	2,642.82	E11 ADMIN CHARGE	0.00
112 OTHER INCOME	29,110.59	E12 TRIP INSURANCE	0.00
113 ACTIVITIES WEEK	0.00	E13 UNIFORM	12.97
114 STAFF COUNCIL	0.00	E14 HARDSHIP FUND	0.00
115 INSURANCE CLAIMS	0.00	E15 ACTIVITIES WEEK	1,440.00
116 STAFF FUND	300.00	E16 STAFF COUNCIL	0.00
		E17 EMPLOYEE EXPENSES	84.64
		E18 STAFF FUND	289.49
		E19 OTHER EXPENDITURE	0.00
		credit control	-18,107.45
Total Receipts	238,453.51	Total Payments	230,185.63
Excess of Payments		Excess of Receipts	
- carried down	0.00	Over Payments	
		- carried down	8,267.88
	238,453.51		238,453.51

Receipts (Cont'd)		Payments (Cont'd)	
SECTION 2	£		£
Excess of Receipts Over Payments		Excess of Payments Over Receipts	
- Brought down	8,287.08	- Brought down	0.00
Balance b/fwd at 01/09/2021		Balance p/fwd at 31/08/2022	
Petty Cash Balance at year-end	196.16	Petty Cash Balance at year-end	201.86
Cash Book Balance for Current A/C at year-end	147,080.02	Cash Book Balance for Current A/C at year-end	155,342.06
	185,564.08		155,344.00
SECTION 3			
1. Amount owing to the fund at the year end	21,931.83	2. Amount owed by the Fund (ie outstanding accounts) at the year end	0.00
3. Amount received in advance for pre-committed expenses	159,366.24	4. Valuation at cost price of Stock In Hand at the year end	0.00
SECTION 4			
We certify that to the best of our knowledge, the accounts shown above are correct.			
Finance Director		Headteacher	
Date	17/10/22	Date	19/10/22
SECTION 5			
AUDIT CERTIFICATE			
I/We have audited the accounts of the above fund in accordance with KCC's Voluntary Fund Guidance, Section 4. In my/our opinion there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31/08/2022 and its assets at that date were sufficient to meet all the liabilities of the Fund in full.			
Signature of Auditor	_____	Date	_____
Financial Qualification/Experience	_____		
SECTION 6			
I confirm that the audited Summary of Accounts has been presented to the Board of Governors and I am satisfied with the state of affairs of the fund.			
Chairman of Governors		Date	13/12/22

Receipts (Cont'd)		Payments (Cont'd)	
	£		£
SECTION 2			
Receipts of Receipts		Receipts of Payments	
Over Payments - Brought down	8,887.00	Over Receipts - Brought down	0.00
Balance Brought at 01/01/2021		Balance Brought at 31/03/2022	
Petty Cash Balances at year-end	100.10	Petty Cash Balances at year-end	201.90
Cash Book Balance for Current A/C at year-end	147,066.02	Cash Book Balance for Current A/C at year-end	188,248.06
	156,053.12		188,450.06
SECTION 3			
1. Amount owing to the fund at the year end	21,981.00	2. Amount owed by the Fund (ie outstanding accounts) at the year end	0.00
3. Amount received in advance for a committed expense	149,066.24	4. Valuation at cost price of stock in hand at the year end	0.00
SECTION 4			
We certify that to the best of our knowledge, the receipts shown above are correct.			
Finance Director		Head/teacher	<u>S. Pritchard</u>
Date	<u>17/10/22</u>	Date	<u>18/10/22</u>
SECTION 5			
AUDIT CERTIFICATE			
I/We have studied the accounts of the above Fund in accordance with KCO's Voluntary Fund Guidelines Section 4. In my/our opinion there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31/03/2022 and its assets at that date were sufficient to meet all the liabilities of the Fund in full.			
Signature of Auditor		Date	<u>13/12/22</u>
Financial Qualification/Experience	<u>FCCA</u>		
SECTION 6			
I confirm that the audited Summary of Accounts has been presented to the Board of Governors and I am satisfied with the state of affairs of the fund.			
Chairman of Governors	<u>Janice Brooke</u>	Date	<u>13/12/22</u>

PRIVATE & CONFIDENTIAL

The Board of Trustees
Dartford Grammar School For Girls (Voluntary Fund)
Shepherds Lane
DARTFORD
DA1 2NT

Our ref: AP/GC/AC/ARE6067

Date: 1 December 2022

Dear Sirs

AUDIT FINDINGS LETTER - YEAR ENDED 31 AUGUST 2022

We have now concluded our audit of Dartford Grammar School for Girls (Voluntary Fund) for the year ended 31 August 2022.

1) Audit approach

Our audit was carried out in accordance with the International Standards on Auditing (ISA's) issued by the Auditing Practices Board. The primary purpose of this audit is for us to carry out a detailed review of the accounting arrangements of the academy's voluntary fund which includes internal controls and procedures. We must note that the assessment was performed solely for us to express an opinion on the Summary of Accounts and may not have revealed all the weaknesses that could have been noted, if a special review were performed. Consequently, our review should not be relied upon to disclose errors or irregularities that are not material in relation to the Summary of Accounts.

2) Audit findings

2.1) Deficiencies in internal control

We can confirm that we have found the entity's accounting and internal control systems to be appropriate to the entity's needs.

We have no specific recommendations in this area.

This does not constitute a comprehensive statement of all deficiencies that may exist in internal controls or of all improvements which may be made and has addressed only those matters which have come to our attention as a result of the audit procedures performed.

Continued/...

2.2 Follow up review of previous period Internal control Issues

There were no previous period internal control Issues to report.

2.3 Unadjusted misstatements

Where applicable, a summary of the unadjusted misstatements identified during the course of our audit work is set out below, analysed between errors of fact and differences in judgement.

We have not disclosed those items that we consider to be 'clearly trivial' in the context of our audit. We have calculated 'clearly trivial' to be any individual matter of less than £477.

No misstatements above the level set as clearly trivial remain unadjusted within the financial statements.

3) Significant accounting policies, disclosures and estimates

We have reviewed the accounting policies and estimates in line with Local Authority Accounting Practices and the Consistent Financial Reporting Framework. No material departures from these standards were noted from the audit.

3.1 Significant difficulties identified during the audit

No significant difficulties were identified during the audit.

4) Specific representations

We have not deemed it necessary to include any specific representations from the Head Teacher and Chair of Governors within this document as a result of our audit. The letter of representation, which we require to be signed and provided to us, therefore contains standard representations only.

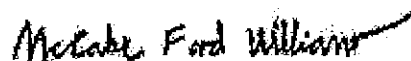
5) Independence

In accordance with International Standard on Auditing (UK and Ireland) 260 "Communication with those charged with governance", we confirm that there are no changes to the details of relationships between McCabe Ford Williams and Dartford Grammar School for Girls (Voluntary Fund) that may reasonably be thought to bear on McCabe Ford Williams' independence and the objectivity of the audit principal, Ashley Phillips, and the audit staff and the related safeguards.

We would welcome the opportunity of discussing this letter with you. Should you require any further information or explanations please do not hesitate to contact us.

We would like to take this opportunity to thank your staff for their co-operation and assistance during the course of our visit.

Yours faithfully



McCabe Ford Williams

DARTFORD GRAMMAR SCHOOL FOR GIRLS VOLUNTARY FUND

England & Wales - Charity number 1167769

Accounts

Receipts (Cont'd)		Payments (Cont'd)	
		E	E
SECTION 2			
<u>Excess of Receipts Over Payments</u>			
- Brought down		0.00	108,021.26
<u>Balance b/fwd at 01/09/2020</u>			
Petty Cash Balance at year-end		167.06	109.16
Cash Book Balance for Current A/C at year-end		255,199.48	147,080.02
		255,207.44	255,207.44
SECTION 3			
1. Amount owing to the fund at the year end		8,874.71	
			2. Amount owed by the Fund (ie outstanding accounts) at the year end
			0.00
3. Amount received in advance for a committed expense		159,150.89	
			4. Valuation at cost price of Stock in Hand at the year end
			0.00
SECTION 4			
We certify that to the best of our knowledge, the accounts shown above are correct.			
Treasurer	<u>[Signature]</u>	Headteacher	<u>S. Pritchard</u>
Date	<u>11th October 2021</u>	Date	<u>11/10/21</u>
SECTION 5			
AUDIT CERTIFICATE (See KCC's Voluntary Fund Guidance, Section 4 - Audit of Voluntary funds obtainable from Headteachers)			
I/We have audited the accounts of the above Fund in accordance with KCC's Voluntary Fund Guidance, Section 4. In my/our opinion there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at (31 August 2021) and its assets at that date were sufficient to meet all the liabilities of the Fund in full.			
Signature of Auditor	<u>[Signature]</u>	Date	<u>13/12/21</u>
Financial Qualification/Experience	<u>Chartered Certified Accountant (FCCA)</u>		
SECTION 6			
I confirm that I am familiar with the contents of the KCC Education-Boys' Voluntary Funds Guidance and that the audited Summary of Accounts has been presented to the Board of Governors and I am satisfied with the state of affairs of the fund(s)			
Chairman of Governors	<u>[Signature]</u>	Date	<u>5th April 2022</u>



McCabe FordWilliams

Bank Chambers
1 Central Avenue
Sittingbourne
ME10 4AE

Tel 01795 479111
Fax 01795 428810

sittingbourne@mfw.co.uk
mfw.co.uk

PRIVATE & CONFIDENTIAL

The Board of Trustees
Dartford Grammar School For Girls (Voluntary Fund)
Shepherds Lane
DARTFORD
DA1 2NT

Our ref: AP/GC/AC/ARE6067
Date: 9 December 2021

Dear Sirs

AUDIT FINDINGS LETTER - YEAR ENDED 31 AUGUST 2021

We have now concluded our audit of Dartford Grammar School for Girls (Voluntary Fund) for the year ended 31 August 2021.

1) Audit approach

Our audit was carried out in accordance with the International Standards on Auditing (ISA's) issued by the Auditing Practices Board. The primary purpose of this audit is for us to carry out a detailed review of the accounting arrangements of the academy's voluntary fund which includes internal controls and procedures. We must note that the assessment was performed solely for us to express an opinion on the Summary of Accounts and may not have revealed all the weaknesses that could have been noted, if a special review were performed. Consequently, our review should not be relied upon to disclose errors or irregularities that are not material in relation to the Summary of Accounts.

2) Audit findings

2.1) Deficiencies in internal control

We can confirm that we have found the entity's accounting and internal control systems to be appropriate to the entity's needs.

We have no specific recommendations in this area.

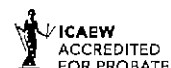
This does not constitute a comprehensive statement of all deficiencies that may exist in internal controls or of all improvements which may be made and has addressed only those matters which have come to our attention as a result of the audit procedures performed.

Continued/...

Partners: Ian Pascall FCA John Shipley FCA John Sheather FCA David Boobbyer FCA Martin Humphreys FCCA Amanda Ireland MIPA FABRP Clair Rayner ICA DGM
Barrie Wright FCA Emma Andrews FCA Ashley Phillips FCCA Leigh Jones FCCA Jonathan Fullarton ACA Mark Greenwood FCA
Consultants: Nicholas Hayward FCA Michael Whittaker FCA Associates: Alison Collier MIPA FABRP Lee Phillips ACCA

Also at: Ashford Cranbrook Dover Herne Bay Maidstone

Registered to carry on audit work in the UK, regulated for a range of investment business activities, and licensed to carry out the reserved legal activity of non-contentious probate in England and Wales by the Institute of Chartered Accountants in England and Wales.



2.2 Follow up review of previous period internal control issues

There were no previous period internal control issues to report.

2.3 Unadjusted misstatements

Where applicable, a summary of the unadjusted misstatements identified during the course of our audit work is set out below, analysed between errors of fact and differences in judgement.

We have not disclosed those items that we consider to be 'clearly trivial' in the context of our audit. We have calculated 'clearly trivial' to be any individual matter of less than £158.

No misstatements above the level set as clearly trivial remain unadjusted within the financial statements.

3) Significant accounting policies, disclosures and estimates

We have reviewed the accounting policies and estimates in line with Local Authority Accounting Practices and the Consistent Financial Reporting Framework. No material departures from these standards were noted from the audit.

3.1 Significant difficulties identified during the audit

No significant difficulties were identified during the audit.

4) Specific representations

We have not deemed it necessary to include any specific representations from the Head Teacher and Chair of Governors within this document as a result of our audit. The letter of representation, which we require to be signed and provided to us, therefore contains standard representations only.


5) Independence

In accordance with International Standard on Auditing (UK and Ireland) 260 "Communication with those charged with governance", we confirm that there are no changes to the details of relationships between McCabe Ford Williams and Dartford Grammar School for Girls (Voluntary Fund) that may reasonably be thought to bear on McCabe Ford Williams' independence and the objectivity of the audit principal, Ashley Phillips, and the audit staff and the related safeguards.

We would welcome the opportunity of discussing this letter with you. Should you require any further information or explanations please do not hesitate to contact us.

We would like to take this opportunity to thank your staff for their co-operation and assistance during the course of our visit.

Yours faithfully



McCabe Ford Williams

Dartford Grammar School for Girls Voluntary Fund
TRUSTEES REPORT
For the Year Ended 31st August 2021

Trustees:

Janice Brooke
Sharon Pritchard
Simon Hardwick

Report of the Trustees

The Trustees present their annual report and audited accounts of the charity for the year ended 31st August 2021 and confirm that they comply with the requirements of the Charities Act 2011, the trust deed, and the Charities Statement of Recommended Practice (SORP), Accounting and Reporting by Charities (FRS 102).

Aims of the Charity

The Charity exists to advance the education of students at Dartford Grammar School for Girls by providing or assisting in the provision of educational, recreational, and other charitable facilities, not required to be provided by the Local Authority or the Department for Education.

Achievements and performance in the year

The voluntary fund account continues to be primarily a holding account for student payments for trips and visits. The main source of income is parental donations (for which Gift Aid is claimed). The income is used for enrichment activities, awards and prizes and various school resources.

Due to the COVID pandemic, no trips or events took place in this school year.

Reserves and Financial Health

The Trustees regularly review the Charity's finances as part of the effective stewardship of the Charity. Net funds on 31st August 2021 were £147,276 (2020: £255,297)

Investment Policy

The Charity does not have an investment portfolio and unspent funds are held in the bank, available to meet future needs of students at Dartford Grammar School for Girls.

Risk Management

The Trustees are responsible for the overseeing of the risks faced by the Charity. Detailed considerations of risk are delegated to the Senior Management of the school. Risks are identified, assessed and relevant controls established throughout the year.

CONTACT DETAILS

Dartford Grammar School for Girls, Shepherds Lane, Dartford, Kent. DA1 2NT

Website: www.dartfordgrammargirls.org.uk
Registered Charity No: 1167769

DARTFORD GRAMMAR SCHOOL FOR GIRLS VOLUNTARY FUND

England & Wales - Charity number 1167769

Accounts



Dartford Grammar School for Girls Voluntary Fund
TRUSTEES REPORT
For the Year Ended 31st August 2020

Trustees:

Janice Brooke
Sharon Pritchard
Simon Hardwick

Report of the Trustees

The Trustees of Dartford Grammar School for Girls Voluntary Fund Charity present their annual report and audited accounts for the year ended 31 August 2020 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP (FRS 102).

Aims of the Charity

The Charity exists to advance the education of the students at Dartford Grammar School for Girls by providing and assisting in the provision of facilities, not required to be provided by the Local Authority, for education at the school.

Reserves and Financial Health

The Trustees regularly review the finances as part of the effective stewardship of the Charity.

Investment Policy

The Charity does not carry out any investments.

Risk Management

The Trustees are responsible for the overseeing of the risks faced by the Charity. Detailed considerations of risk are delegated to the Senior Management of the School. Risks are identified, assessed and controls established throughout the year.

CONTACT DETAILS

Dartford Grammar School for Girls, Shepherds Lane, Dartford, Kent, DA1 2NT

Website: www.dartfordgrammargirls.org.uk
Registered Charity No: 1167769

Receipts (Cont'd)		Payments (Cont'd)	
	£		£
SECTION 2			
<u>Excess of Receipts</u>		<u>Excess of Payments</u>	
<u>Over Payments</u>		<u>Over Receipts</u>	
- brought down	61,017.17	- brought down	0.00
<u>Balance b/fwd at</u> 01/09/2019		<u>Balance c/fwd at</u> 31/08/2020	
Petty Cash Balance at year-end	111.78	Petty Cash Balance at year-end	157.85
Cash Book Balance for Current A/C at year-end	194,168.49	Cash Book Balance for Current A/C at year-end	255,139.49
Cash Book Bal for Deposit A/C at year-end		Cash Book Bal for Deposit A/C at year-end	
Cash Book Bal for Deposit A/C at year-end		Cash Book Bal for Deposit A/C at year-end	
	255,297.44		255,297.44
SECTION 3			
1. Amount owing to the fund at the year end		2. Amount owed by the Fund (ie outstanding accounts) at the year end	
PAYMENT IN ADVANCE	52,865.40		
3. Amount received in advance for a committed expense (give details)		4. Valuation at cost price of Stock In Hand at the year end	
	307,082.84	UNIFORM	
SECTION 4			
We certify that to the best of our knowledge, the accounts shown above are correct.			
Chief Financial Officer	<u><i>[Signature]</i></u>	Headteacher	<u><i>S. Pitchard</i></u>
Date	<u>9.12.20</u>	Date	<u>10/12/20</u>
SECTION 5			
<u>AUDIT CERTIFICATE</u>			
1/We have audited the accounts of the above Fund. In my/our opinion there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at <u>31 August 2020</u> and its assets at that date were sufficient to meet all the liabilities of the Fund in full.			
Signature of Auditor	<u><i>[Signature]</i></u>	Date	<u>22/12/2020</u>
Financial Qualification/Experience	<u>Chartered Certified Accountant (FCCA)</u>		
SECTION 6			
I confirm that the audited Summary of Accounts has been presented to the Board of Governors.			
Chair of Governors	<u><i>Janice Brooke</i></u>	Date	<u>4 February 2021</u>

PRIVATE & CONFIDENTIAL

The Board of Trustees
Dartford Grammar School For Girls (Voluntary Fund)
Shepherds Lane
DARTFORD
DA1 2NT

Our ref: AP/GC/ARE6067
Date: 3 December 2020

Dear Sirs

AUDIT FINDINGS LETTER - YEAR ENDED 31 AUGUST 2020

We have now concluded our audit of Dartford Grammar School for Girls (Voluntary Fund) for the year ended 31 August 2020.

1) Audit approach

Our audit was carried out in accordance with the International Standards on Auditing (ISA's) issued by the Auditing Practices Board. The primary purpose of this audit is for us to carry out a detailed review of the accounting arrangements of the academy's voluntary fund which includes internal controls and procedures. We must note that the assessment was performed solely for us to express an opinion on the financial statements and may not have revealed all the weaknesses that could have been noted, if a special review were performed. Consequently, our review should not be relied upon to disclose errors or irregularities that are not material in relation to the financial statements.

2) Audit findings

2.1 Deficiencies in internal control

We can confirm that we have found the entity's accounting and internal control systems to be appropriate to the entity's needs.

We have no specific recommendations in this area.

This does not constitute a comprehensive statement of all deficiencies that may exist in internal controls or of all improvements which may be made and has addressed only those matters which have come to our attention as a result of the audit procedures performed.

Continued/...

2.2 Follow up review of previous period internal control issues

We set out below a summary of the internal control deficiencies raised in the previous period’s audit findings letter. For each point we note whether the issue has been appropriately resolved.

Component		Recommendations	Follow up
1	Income and expenditure documentation	Backing documentation such as receipts and invoices should be kept for all transactions.	Now resolved.
2	Deferred income	Income should only be deferred when it has been received in advance of the period it relates to.	Now resolved.

2.3 Unadjusted misstatements

Where applicable a summary of the unadjusted misstatements identified during the course of our audit work is set out below, analysed between errors of fact and differences in judgement.

We have not disclosed those items that we consider to be ‘clearly trivial’ in the context of our audit. For this purpose we consider ‘clearly trivial’ to be any individual matter of less than £762.

No misstatements above the level set as clearly trivial remain unadjusted within the financial statements.

3) Significant accounting policies, disclosures and estimates

We have reviewed the accounting policies and estimates in line with Local Authority Accounting Practices and the Consistent Financial Reporting Framework. No material departures from these standards were noted from the audit.

3.1 Significant difficulties identified during the audit

No significant difficulties were identified during the audit.

4) Specific representations

We have not deemed it necessary to include any specific representations from the Head Teacher and Chair of Governors within this document as a result of our audit. The letter of representation, which we require to be signed and provided to us, therefore contains standard representations only.

5) Independence

In accordance with International Standard on Auditing (UK and Ireland) 260 “Communication with those charged with governance”, we confirm that there are no changes to the details of relationships between McCabe Ford Williams and Dartford Grammar School for Girls (Voluntary Fund) that may reasonably be thought to bear on McCabe Ford Williams’ independence and the objectivity of the audit principal, Ashley Phillips, and the audit staff and the related safeguards.

We would welcome the opportunity of discussing this letter with you. Should you require any further information or explanations please do not hesitate to contact us.

We would like to take this opportunity to thank your staff for their co-operation and assistance during the course of our visit.

Yours faithfully

McCabe Ford Williams

McCabe Ford Williams