

Foreland Fields Charity checklist for audit

Charity to complete this section and column (A) below:

DfE:

Charity name:

Foreland Fields Charity

Financial year to be audited: (complete a separate form for each year)

2023/2024

Date paperwork sent to Auditors:

2/8/24

Sent by courier / post / by hand:

(please specify) Auditor collected

Treasurer details:

MONIKA PERCY-HEUSSER

Charity Treasurer contact name & number:

077 477 680 42

(A)

Charity to complete	For Auditor use only	
	Received by Auditors	Checked prior to return
Summary of Accounts Statement (balanced & signed)	J.V.P. 20/8/24	J.V.P. 20/8/24
Cash book - detailing all receipts and payments (manual or system generated)	J.V.P. 20/8/24	J.V.P. 20/8/24
Backing documentation supporting payments (invoices / staff claim forms with attached receipts)	J.V.P. 20/8/24	J.V.P. 20/8/24
Backing documentation supporting income	J.V.P. 20/8/24	J.V.P. 20/8/24
Petty cash record	N/A	N/A
Petty cash vouchers and backing documentation	N/A	N/A
Bank statements - all accounts (including monthly reconciliations/unreconciled entries)	J.V.P. 20/8/24	J.V.P. 20/8/24
Security details form		
Authorised signatories form (cheques and invoices)	J.V.P. 20/8/24	J.V.P. 20/8/24
Lost cheque forms		
Chair handover forms (if applicable)		

up 26.9.24

4 Hammond Close
Nonington
Dover
Kent
CT15 4NH

Telephone: 01304 842066 (H)
07706 019578 (M)

E-Mail:
jimpape@btinternet.com

20 August 2024

Mr A Mount
Headteacher
Foreland Fields School
Newlands Lane
Ramsgate
CT12 6RH

Dear Adrian

AUDIT OF FORELAND FIELDS CHARITY FOR YEAR ENDED 31 MARCH 2024

I have audited the Summary of Accounts Statement of Foreland Fields Charity in accordance with Government Charity Regulations. In my opinion there has been reasonable management of the fund, the Summary of Accounts Statement is a true representation of the state of the fund's affairs and its assets are sufficient to meet all the liabilities in full.

I have attached my invoice in the sum of £230.00.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jim Pape', with a long horizontal flourish extending to the right.

Jim Pape

Section 2 - Fund balance reconciliation

Balances b/f from previous year	229392.68
Petty cash balance	-
Cash book balance - current a/c	-
Cash book balance - deposit a/c	-
	229,392.68
In-year fund surplus / (loss)	- 74,210.32
Year end balance	Total (C) 155,182.36
Current year closing balances	
Petty cash balance	
Cash book balance - current a/c	155,182.36
Cash book balance - deposit a/c	
Balance c/f to next year	Must equal Total (C) above 155,182.36

Section 3 - attach details where appropriate

£ pp

Uncleared cheques
 Unbanked income
 Value of stock held
 Amounts owing to the fund at year-end
 Amounts received in advance

Section 4 - School certification

We certify that to the best of our knowledge, the accounts shown above are correct:

Signed by (Treasurer):

Date: 26.9.24

Signed by (Finance Officer):

Date: 26/9/24

Section 5 - Audit certificate

I have audited the accounts of the above fund in accordance with Government Charity Regulations. In my opinion there has been reasonable management of the fund, the Summary of Accounts Statement is a true representation of the state of the fund's affairs and its assets are sufficient to meet all the liabilities in full.

Signed by (Auditor):

Date: 20/8/24

Financial qualification/experience: BA (Hons); qualified as ACCA in 1995.
 16 years experience in Medway Council's Finance Team

Section 6 - Chair of Governors certification

I confirm that ^{the} I have audited Summary of Accounts has been presented to the Foreland Fields Charity trustees and I am satisfied with the state of affairs of the fund.

Signed by (Chair of Foreland Fields Charity):

Date: 26.9.24

Foreland Fields Charity

Appendix 5

Cash book - receipts

Foreland Fields School Financial year: From: 01/04/2023 To: 31/03/2024

Receipts			Receipts analysis by type £ pp										Banking details					
Date received	Ref	Amount £ pp											Cash book b/f balance	£ pp	Amount banked £ pp	Paying-in reference	Date banked	Statement number
24-Apr-23	Amazon	53.15												-	53.15	Not ring fenced	24/04/2023	
17-May-23	E-Bay	0.03												-	0.03	Not ring fenced	17/05/2023	
17-May-23	E-Bay	0.07												-	0.07	Not ring fenced	17/05/2023	
19-May-23	Amazon	215.79												-	215.79	Not ring fenced	19/05/2023	
23-May-23	Fit Club	150.00												-	150.00	Not ring fenced	23/05/2023	
23-May-23	Just Giving Wolfson	4.00												-	4.00	Not ring fenced	23/05/2023	
31-May-23	Foundation Percy Bliton	60,000.00												-	60,000.00	The Hive Sensory Room	31/05/2023	
06-Jun-23	Grant Saturday Hospital	6,000.00												-	6,000.00		06/06/2023	
14-Jun-23	Bruce Wake Foundation	2,000.00												-	2,000.00	Hoists	14/06/2023	
16-Jun-23	Royal Navy Lodge	2,000.00												-	2,000.00	Footpaths	16/06/2023	
23-Jun-23		175.00												-	175.00	Not ring fenced	23/06/2023	
10-Jul-23	Just Giving Trinity Lodge;	370.00												-	370.00	Not ring fenced	10/07/2023	
18-Jul-23	Masons Morrisons	5,500.00												-	5,500.00	The Hive Sensory Garden	18/07/2023	
28-Jul-23	Foundation	9,999.00												-	9,999.00	Not ring fenced	28/07/2023	
02-Aug-23	Just Giving The d'Oyly Carte Charitable Trust	19.42												-	19.42		02/08/2023	
03-Aug-23		3,000.00												-	3,000.00	Horticultural Garden	03/08/2023	
07-Aug-23	Just Giving The Lawson Trust	50.00												-	50.00	Not ring fenced	07/08/2023	
31-Aug-23	Monika Percy-Heusser	20,000.00												-	20,000.00	The Hive	31/08/2023	
04-Sep-23	Gosling Foundation	600.00												-	600.00	Not ring fenced	04/09/2023	
22-Sep-23	Troy Family & PayPal	30,000.00												-	30,000.00	The Hive	22/09/2023	
27-Sep-23	Julie Wilson Foyle	2,001.00												-	2,001.00	The Hive	27/09/2023	
19-Oct-23	Foundation	500.00												-	500.00	Footpaths	19/10/2023	
26-Oct-23		15,000.00												-	15,000.00	The Hive	26/10/2023	

Date	Donor	Amount	Project	Notes	Appendix 5
03-Nov-23	Dean Whall Carpentry	30.00			03/11/2023
03-Nov-23	The Toy Trust	4,440.00			03/11/2023
14-Nov-23	Just Giving; P.A. Grant	75.00			14/11/2023
20-Nov-23	Chris Green	5.00			20/11/2023
20-Nov-23	Kent Community Foundation; Albert Burns Trust	7,250.00			20/11/2023
27-Nov-23	Groundwork UK	1,125.00			27/11/2023
05-Dec-23	The Gibbons Family	5,000.00			05/12/2023
11-Dec-23	Northamptonshire Community Foundation	500.00			11/12/2023
12-Dec-23	The Green Hall Foundation	3,000.00			12/12/2023
19-Dec-23	The Cole Trust	1,000.00			19/12/2023
27-Dec-23	Just Giving; Thorpe Floors	100.00			27/12/2023
03-Jan-24	Monika Percy-Heusser	1,000.00			03/01/2024
09-Jan-24	Just Giving; Alan Baxter	300.00			09/01/2024
09-Jan-24	Lodge/Masons	5,000.00			09/01/2024
11-Jan-24	Screwfix	5,000.00			11/01/2024
22-Jan-24	Just Giving	320.00			22/01/2024
22-Jan-24	John Ackroyd Trust	1,000.00			22/01/2024
22-Jan-24	Forrester Trust	5,000.00			22/01/2024
08-Feb-24	Beatrice Laing	5,000.00			08/02/2024
09-Feb-24	RHS, Nature	10,000.00			09/02/2024
09-Feb-24	Park CAF	1,000.00			09/02/2024
14-Feb-24	Anton Jurgens Foundations	3,000.00			14/02/2024
19-Feb-24	Colyer	5,000.00			19/02/2024
23-Feb-24	Furgusson	1,391.00			23/02/2024
01-Mar-24	David Family Foundation	2,000.00			01/03/2024
08-Mar-24	Thanet District Council	1,500.00			08/03/2024
14-Mar-24	KCC Payment	663.68			14/03/2024
15-Mar-24	Trinity Lodge; Masons	1,000.00			15/03/2024

[illegible]

Financial year: From: 01/04/2023 To: 31/03/2024

Payment details

Payment analysis by type £ pp

Banking information

[illegible]

Uncleared cheques figure to be entered on the Summary of Accounts Statement - Section 3

reland Fields Charity



Registered Charity No: 1178764

Foreland Fields Charity
Trustee Report
Year ending 31st March 2024
Charity Number: 1178764

Foreland Fields Charity, Newlands Lane, Ramsgate ,CT12 6RH

Phone: 01843 863891

Website: www.foreland.kent.sch.uk

Email: fundraising@foreland.kent.sch.uk

Headteacher: Adrian Mount

reland Fields Charity



Registered Charity No: 1178764

Aim and Purposes

Foreland Fields Charity was set up to advance the education and life opportunities of pupils at Foreland Fields School by providing and assisting in the provision of activities, equipment, and facilities which are not a statutory requirement for the local education authority (Kent County Council) to provide for the school.

The Charity also aims to aid in the advancement of education and the advancement in life of young people in Thanet and Kent, with profound, severe and complex needs (PSCN) and additional difficulties arising from physical disabilities, sensory impairments or Autistic Spectrum Disorder by providing equipment, activities and resources, providing support to develop their skills capacities and capabilities, so helping them to participate in society as independent and responsible individuals, developing their mental, physical, and moral capabilities through educational and leisure time activities, and providing recreational and leisure time activities in the interest of social welfare, designed to improve their conditions of life.

Achievements and Performance

The Charity are now concentrating on securing funding for The Hive project previously known as the Foreland Field of Dreams. It is the Charity's aim to build a central hub for disability sport and leisure for use by Foreland Fields School as well as the wider local disabled community, incorporating a sport field, inclusive pavilion, horticulture centre, and forest school area. Partnerships with other disability user groups have already been sought. This project will become a main focus for the charity in the coming year with funding being sought from a mixture of Grants, Donations, and fundraising activities, with the pavilion build completion being aimed at Autumn 2024.

The Charity is a registered member of the Fundraising Regulator and has adopted the Fundraising Code in its activities. When planning activities for the year, the Charity have considered the Charity Commission's guidance on public benefit.

Foreland Fields Charity, Newlands Lane, Ramsgate ,CT12 6RH

Phone: 01843 863891

Website: www.foreland.kent.sch.uk

Email: fundraising@foreland.kent.sch.uk

Headteacher: Adrian Mount

reland Fields Charity



Registered Charity No: 1178764

Financial Review

The overall total receipts 1st April 2023 – 31st March 2024, £155,182.36 consisting of carried forward balance of £229,392.68Cr from 2022-23 and additional income of £228,337.14Cr less expenditure of £302,547.46 Dr.

The main streams of income received were as follows:

Wolfson Foundation £60,000
Percy Bilton Grant £6,000
Trinity Lodge £5,500
Morrison Foundation £9,999
Lawson Trust £20,000
Gosling Foundation £30,000
Foyle Foundation £15,000
RHS Nature Park £10,000
Kent Community Foundation £7,250

The remaining donations were from smaller stream of bid and activities such as the annual raffle and small community donations throughout the year.

Structure, Governance and Management

The charity is currently overseen by 7 Trustees, including 3 Trustees who are ex-officio from Foreland Fields School. Trustees are appointed in accordance with Charity Commission guidance as set out in the Governing document. The Trustees are responsible for making decisions on all matters concerning the Charity. The Trustees met 4 times during the year with an average level of attendance of 83%.

Administrative Information

Ex-Officio Trustees:

Adrian Mount – Head teacher / Trustee

Jeremy Edwards – Deputy Head teacher / Trustee

Karen Glover – School Business Manager / Trustee

Trustees:

Ian James – Chair

Foreland Fields Charity, Newlands Lane, Ramsgate ,CT12 6RH

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Headteacher: Adrian Mount

reland Fields Charity



Registered Charity No: 1178764

Monika Percy-Heusser – Treasurer & Vice Chair

Stephen Pamphilon

Leanne Jarvis

Registered Address:

Newlands Lane

Ramsgate

Kent

CT12 6RH

Bank Account:


Natwest Bank

3, High Street

Maidstone

ME14 1HJ

Signed:


X _____
Monika Percy

Foreland Fields Charity, Newlands Lane, Ramsgate ,CT12 6RH

Phone: 01843 863891

Website: www.foreland.kent.sch.uk

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Headteacher: Adrian Mount