

# POTTERS BAR COMMUNITY MUSIC SCHOOL

England & Wales · Charity number 1184464

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2019-07-17

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

## Contact

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**Address** 338 Mutton Lane  
Potters Bar  
EN6 2AX

**Phone** 07970698992

**Email** [admin@PBCMS.org.uk](mailto:admin@PBCMS.org.uk)

**Website** [www.pbcms.org.uk](http://www.pbcms.org.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF PUPILS IN THE SCHOOL IN PARTICULAR BY:2.1 PROVIDING INDIVIDUAL AND GROUP MUSICAL ACTIVITIES FOR CHILDREN AND ADULTS IN THE POTTERS BAR GENERAL AREA.2.2 DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN THE STAFF, PARENTS AND OTHERS ASSOCIATED WITH THE SCHOOL.2.3 ENGAGING IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND OFFER EXTENDED LEARNING OPPORTUNITIES TO THE PUPILS.

**Activities:** We subsidise or free places to children whose families might not be able to pay. The subsidised places are in our orchestras and string groups, our woodwind band and ensembles.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Children/young People

## Geography

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- Area of benefit: LOCAL
- Hertfordshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-08-31	£30,125	£28,381	-	-
2024-08-31	£34,597	£24,091	-	-
2023-08-31	£20,502	£20,796	-	-
2022-08-31	£18,795	£16,856	-	-
2021-08-31	£4,785	£6,564	-	-
2020-08-31	£9,254	£9,890	-	-

## Trustees

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Name	Role	Appointed
Mark Guerin BEng, ARCM	Chair	2019-01-01
Andrew Martin		2019-01-01
Michele Combes		2026-01-10

**POTTERS BAR COMMUNITY MUSIC SCHOOL**

England & Wales - Charity number 1184464

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# Accounts

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# Potters Bar Community Music School

## Trustees' Annual Report

### September 2024 to August 2025

#### Our Purpose and Activities

The purpose of Potters Bar Community Music School (PBCMS) is to advance the education of pupils in the school by:

- providing individual and group musical activities for children and adults in the Potters Bar general area.
- developing effective relationships between the staff, parents and others associated with the school
- engaging in activities or providing facilities or equipment which support the school and offer extended learning opportunities to the pupils

PBCMS offers pupils (both children and adults) the opportunity to participate in musical activities including string groups, chamber groups, wind bands, orchestras and choirs on a weekly basis on a Saturday morning during school term time. In addition, individual lesson tuition is offered on a wide range of instruments. There are termly opportunities for pupils to perform to an audience both as solos and groups. Much of the equipment and many of the instruments owned by PBCMS are made available during the week for the benefit of the pupils of the Secondary School (Mount Grace) in which they meet, free of charge.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

#### Achievements and Performance

In the academic year 2024-25, PBCMS offered the following group activities:

- *Super Strings* – a string orchestra for children who are playing at beginner level
- *Amber Strings* – a string orchestra for children who are playing at intermediate level
- *Phoenix Strings* – a string orchestra for children who are playing at advanced level
- *Chamber groups* – string quartet and quintets for children who are playing at advanced level
- *Junior Windband* – for wind and brass players (children) who are playing at beginner level
- *Senior Windband* - for wind and brass players (children) who are playing at intermediate and advanced level
- *Da Capo* – an adult orchestra for players of all levels
- *Full orchestra* – an ensemble created from players from Da Capo, Phoenix Strings and Senior Windband specifically to perform at end of term concerts
- *Choir* – A free 20 minute ensemble that includes anyone who is interested, generally formed of the SuperString and Amber players who have just finished their group activity plus the Da Capo adults and Phoenix string players who start playing after the choir. It is also open to any parents, grandparents, siblings, etc., who are around at the appropriate time.

Over the course of the year, over 100 children and adults attended PBCMS across these ensembles.

Pupils were charged a fee of £7 for the first session that they attended, an additional fee of £6 for the second session. Any additional sessions attended are free of charge.

All bills are issued with a rider that if there is any family hardship, even if sudden, that we can and do reduce or waive payments. This is of course strictly confidential. All invitations to new players are made with the intention of inclusion rather than protecting revenue. If students are injured and cannot play then their fees are immediately waived.

In the academic year 2024-25, PBCMS hosted instrumental teachers offering individual lessons on the following instruments: Piano, Voice, Flute, Clarinet, Saxophone, Cornet, Trumpet, Horn, Trombone, Violin, Cello and Double Bass. There is also capacity to offer Music Theory lessons, and lessons on Oboe and Bassoon. These lessons are arranged and charged as a result of direct communication between the teachers and parents/pupils.

In the academic year 2024-25, PBCMS held 6 concerts, 2 per term – a Chamber Concert towards the end of each term and a Full School Concert on the final Saturday of the term.

Chamber Concerts offer the opportunity for those learning with our teachers to experience the thrill of public performance and also to reduce the number of items in the end of term concerts. These are held at Mount Grace School. The programmes are mixed with the youngest and/or beginner players playing early in the programme and the standard increasing towards the end. By keeping the running time around 1 hour all are encouraged to hear everyone else, to inspire the beginners in particular.

At the end of each term there was a concert involving all the groups that meet on Saturday mornings. These concerts were a great celebration of all the effort and hard work of our pupils and staff. They are held in the concert hall at Mount Grace school. The students get to hear the efforts of the students in the other orchestras and ensembles. It's a very informal affair and the cost on the door is low at £7 with the usual concessions or waivers. Usually we have over 200 attendees and teas, coffees and refreshments are served throughout the evening. We try to mix up the order so that the younger players might hear some of the advanced groups. Advertising is via social media and through our Facebook presence.

In the academic year 2024-25, the pupils at Mount Grace School (the premises where PBCMS meets) had access, free of charge, to the following equipment and instruments owned by PBCMS: Set of 40 music stands, grand piano, 6 other pianos (one of these an electronic keyboard), Cello, Double Bass, Marimba (4 octave), 2.5 Octave orchestral Glockenspiel and two timpani.

## Financial Review

The balance carried forward from 2023/24: £20,585

Total income during 2024/25: £30,125

Total expenditure during 2024/25: £28,381

The balance carried forward to 2025/26: £22,329

Session fees are reviewed at the end of the academic year and a judgement is made about the increase in fees based on projected increases in venue hire and staffing costs, and the projected number of pupils attending the groups sessions in the following academic year. The hire costs for Mount Grace School did not significantly increase as expected during 2024/25 so the decision was made to hold the session fees at the same level as 2023/24.

As of September 2024, we had £3,755 remaining from our Phiatius Grant received during 2023/24. In 24/25, we have spent £1,876 of this on a Bassoon, Marimba and Glockenspiel and the fees for one of our musician staff to provide a music session with Cuffley Day Care. There is £1,879 remaining to be spent in 2025/26.

Currently PBCMS has no reserves policy. There is the intention for this to be rectified by the Committee in the next financial year but noting that PBCMS does not own any property and does not employ any staff. In general, it is the intention to spend surplus income on continuing to purchase instruments that are for the general benefit of the ensembles and/or are those which are difficult or expensive for families to afford – generally the larger instruments and those which are 'endangered' - as well as providing support to families on low income via our Remission of Fees programme.

## Structure, Governance and Management

Type of governing document	Constitution
How is the charity constituted?	Unincorporated Association
Trustee selection methods	Trustees are appointed by the Members of the Charity by election at the AGM or co-opted by existing Trustees, if required. Nominations for election for Trustees may be made by any Member of the Charity and seconded by another.

## Reference and Administrative details

Charity name	PBCMS
Registered charity number	1184464
Charity's principal address	338 Mutton Lane, Potters Bar, Herts, EN6 2AX

## 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	Mark Guerin	Chair		
2	Andrew Martin			
3	Genevieve Caroline Wiafe-Annor			

## 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)

MARK GUERIN

Position (eg Secretary, Chair, etc)

Trustee

Date

21/5/26





## Receipts and payments accounts

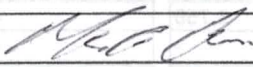
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For the period from	Period start date	To	Period end date
	01/09/2024		31/08/2025

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Concert Receipts	2,608	-	-	2,608	3,234
Session Fees	27,392	-	-	27,392	26,363
Grant	-	-	-	-	5,000
Refund	125	-	-	125	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>30,125</b>	<b>-</b>	<b>-</b>	<b>30,125</b>	<b>34,597</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>30,125</b>	<b>-</b>	<b>-</b>	<b>30,125</b>	<b>34,597</b>
<b>A3 Payments</b>					
Advertising	500	-	-	500	250
Bank Charges	90	-	-	90	90
Entertaining	-	-	-	-	51
Equipment	-	-	-	-	24
Community Visit Fees	-	160	-	160	-
Insurance	181	-	-	181	181
Piano Tuning	310	-	-	310	490
Premises Hire	10,029	-	-	10,029	6,639
Printing	288	-	-	288	216
Repairs	-	200	-	200	420
Teacher Fees	15,037	-	-	15,037	14,065
	-	-	-	-	-
<b>Sub total</b>	<b>26,435</b>	<b>360</b>	<b>-</b>	<b>26,795</b>	<b>22,426</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Glockenspiel	-	116	-	116	-
Bassoon	-	1,150	-	1,150	-
Marimba	-	250	-	250	-
Trumpet	70	-	-	70	-
Saxophone	-	-	-	-	75
Piano	-	-	-	-	540
Double Bass & 3/4 cello	-	-	-	-	850
Cello	-	-	-	-	200
	-	-	-	-	-
<b>Sub total</b>	<b>70</b>	<b>1,516</b>	<b>-</b>	<b>1,586</b>	<b>1,665</b>
<b>Total payments</b>	<b>26,505</b>	<b>1,876</b>	<b>-</b>	<b>28,381</b>	<b>24,091</b>
<b>Net of receipts/(payments)</b>	<b>3,620</b>	<b>- 1,876</b>	<b>-</b>	<b>1,744</b>	<b>10,506</b>
<b>A5 Transfers between funds</b>	<b>- 3,755</b>	<b>3,755</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>20,584</b>	<b>-</b>	<b>-</b>	<b>20,584</b>	<b>10,078</b>
<b>Cash funds this year end</b>	<b>20,449</b>	<b>1,879</b>	<b>-</b>	<b>22,328</b>	<b>20,584</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Held in bank account	20,449	1,879	-
		-	-	-
	<b>Total cash funds</b>	<b>20,449</b>	<b>1,879</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	Details	-	-	-
	30 RAT stands on a trolley	-	-	-
	Collard & Collard Grand Piano	-	-	-
	5 upright pianos	-	-	-
	3 Digital pianos	-	-	-
	8 Wire music stands	-	-	-
	6 Solid backed telescopic music stands	-	-	-
	2 Timpani with covers	-	-	-
<b>B5 Liabilities</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		MARK GUERIN	21/5/26	



**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Potters Bar Community Music School

**On accounts for the year ended**

31<sup>st</sup> August 2025

**Charity no  
(if any)**

1184464

**Set out on pages**

2

**Responsibilities and  
basis of report**

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

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

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

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

20<sup>th</sup> May 2026

**Name:**

Stuart David Ashmore

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

Chartered Management Institute (ACMI - retired)

**Address:**

4 Southern Close

Kingswinford

West Midlands. DY6 8HS.



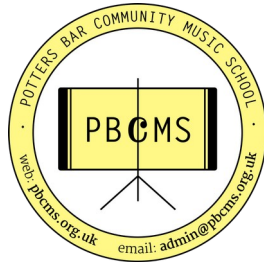
**POTTERS BAR COMMUNITY MUSIC SCHOOL**

England & Wales - Charity number 1184464

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# Accounts

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# Potters Bar Community Music School

## Trustees' Annual Report

### September 2023 to August 2024

#### Our Purpose and Activities

The purpose of Potters Bar Community Music School (PBCMS) is to advance the education of pupils in the school by:

- providing individual and group musical activities for children and adults in the Potters Bar general area.
- developing effective relationships between the staff, parents and others associated with the school
- engaging in activities or providing facilities or equipment which support the school and offer extended learning opportunities to the pupils

PBCMS offers pupils (both children and adults) the opportunity to participate in musical activities including string groups, chamber groups, wind bands, orchestras and choirs on a weekly basis on a Saturday morning during school term time. In addition, individual lesson tuition is offered on a wide range of instruments. There are termly opportunities for pupils to perform to an audience both as solos and groups. Much of the equipment and many of the instruments owned by PBCMS are made available during the week for the benefit of the pupils of the Secondary School (Mount Grace) in which they meet, free of charge.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

#### Achievements and Performance

In the academic year 2023-24, PBCMS offered the following group activities:

- *Junior Strings* – a string orchestra for children who are playing at beginner level
- *Amber Strings* – a string orchestra for children who are playing at intermediate level
- *Phoenix Strings* – a string orchestra for children who are playing at advanced level
- *Chamber groups* – string quartet and quintets for children who are playing at advanced level
- *Junior Wind Band* – for wind and brass players (children) who are playing at beginner level
- *Senior Wind Band* - for wind and brass players (children) who are playing at intermediate and advanced level
- *Da Capo* – an adult orchestra for players of all levels

- *Full orchestra* – an ensemble created from players from all other groups specifically to perform at end of term concerts
- *Choir* – A free 20 minute ensemble that includes anyone who is interested, generally formed of the SuperString and Amber players who have just finished their group activity plus the Da Capo adults and Phoenix string players who start playing after the choir.

Over the course of the year, around 70 pupils attended PBCMS. 60 participated in one session per week, 10 participated in two and 6 participated in three or more. There were also 30 players in the adult orchestra, Da Capo.

Pupils were charged a fee of £7 for the first session that they attended, an additional fee of £6 for the second session. Any additional sessions attended are free of charge.

All bills are issued with a rider that if there is any family hardship, even if sudden, that we can and do reduce or waive payments. This is of course strictly confidential. All invitations to new players are made with the intention of inclusion rather than protecting revenue. If students are injured and cannot play then their fees are immediately waived.

In the academic year 2023-24, PBCMS hosted instrumental teachers offering individual lessons on the following instruments: Piano, Voice, Flute, Clarinet, Saxophone, Cornet, Trumpet, Horn, Trombone, Violin, Cello and Double Bass. There is also capacity to offer Music Theory lessons, and lessons on Oboe and Bassoon. These lessons are arranged and charged as a result of direct communication between the teachers and parents/pupils.

In the academic year 2023-24, PBCMS held 6 concerts, 2 per term – a Chamber Concert in the middle of each term and a Full School Concert at the end.

Chamber Concerts offer the opportunity for those learning with our teachers to experience the thrill of public performance and also to reduce the number of items in the end of term concerts. These are held at Mount Grace School or in Our Lady and St. Vincent (RC) Church, whichever is most suitable. The programmes are mixed with the youngest and/or beginner players playing early in the programme and the standard increasing towards the end. By keeping the running time around 1 hour all are encouraged to hear everyone else, to inspire the beginners in particular.

At the end of each term there was a concert involving all the groups that meet on Saturday mornings. These concerts were a great celebration of all the effort and hard work of our pupils and staff. They are held in the concert hall at Mount Grace school. The students get to hear the efforts of the students in the other orchestras and ensembles. It's a very informal affair and the cost on the door is low at £7 with the usual concessions or waivers. Usually we have 400 attendees and teas, coffees and refreshments are served throughout the evening. We try to mix up the order so that the younger players might hear some of the advanced groups. Advertising is via social media and through our Facebook presence.

In the academic year 2023-24, the pupils at Mount Grace School (the premises where PBCMS meets) had access, free of charge, to the following equipment and instruments owned by PBCMS: over 50 music stands, grand piano, 9 other pianos (3 of these digital), Cello and Double Bass.

## **Financial Review**

The balance carried forward from 2022/23: £10,079  
 Total income during 2023/24: £34,597  
 Total expenditure during 2023/24: £24,091  
 The balance carried forward to 2024/25: £20,585

Session fees are reviewed at the end of the academic year and a judgement is made about the increase in fees based on projected increases in venue hire and staffing costs, and the projected number of pupils attending the groups sessions in the following academic year. The session fees for 2023/24 were increased from those in 2022/23 based on the information PBCMS received from Mount Grace School about their increased hire costs relating to becoming part of a Multi-Academy Trust. The process of joining the MAT has taken longer than anticipated and therefore those increased hire costs did not materialise in the year 2023/24. The intention is to hold sessions fees at their current level until more concrete information is received on actual hire costs following Mount Grace School joining the MAT (Future Academies).

In addition to this, PBCMS received a Phiatus award of £5,000 from the Institute and Faculty of Actuaries. This is a blanket award to assist in our activities and can be used to offer subsidised lessons, pay for social concerts (e.g. in Retirement Homes) and for the purchase of instruments, particularly those which are difficult or expensive for families to afford or will be used for the benefit for the many ensembles. In 23/24, we have spent £1,245 of this on a Saxophone, 2 Cellos and a Double Bass, with £3,755 carried over into 24/25 with which we plan to put towards a Bassoon, Marimba and Glockenspiel.

Currently PBCMS has no reserves policy. There is the intention for this to be rectified by the Committee in the next financial year but noting that PBCMS does not own any property and does not employ any staff. In general, it is the intention to spend surplus income on continuing to purchase instruments that are for the general benefit of the ensembles and/or are those which are difficult or expensive for families to afford – generally the larger instruments and those which are ‘endangered’.

## Structure, Governance and Management

Type of governing document	<b>Constitution</b>
How is the charity constituted?	<b>Unincorporated Association</b>
Trustee selection methods	<b>Trustees are appointed by the Members of the Charity by election at the AGM or co-opted by existing Trustees, if required. Nominations for election for Trustees may be made by any Member of the Charity and seconded by another.</b>

## Reference and Administrative details

Charity name	PBCMS
Registered charity number	1184464
Charity's principal address	338 Mutton Lane, Potters Bar, Herts, EN6 2AX

## 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	Mark Guerin	Chair		
2	Andrew Martin			
3	Genevieve Caroline Wiafe-Annor			

## 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)

MARK GUERIN

Position (eg Secretary,  
Chair, etc)

CHAIR

Date

23/6/25



## Receipts and payments accounts

For the period from	Period start date 01/09/2023	To	Period end date 31/08/2024
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Concert Receipts	3,234	-	-	3,234	-
Grants	-	5,000	-	5,000	-
Session Fees	26,363	-	-	26,363	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total(Gross income for AR)</b>	<b>29,597</b>	<b>5,000</b>	<b>-</b>	<b>34,597</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>29,597</b>	<b>5,000</b>	<b>-</b>	<b>34,597</b>	<b>-</b>
<b>A3 Payments</b>					
Advertising	250	-	-	250	-
Bank Charges	90	-	-	90	-
Entertaining	51	-	-	51	-
Equipment	24	-	-	24	-
Insurance	181	-	-	181	-
Piano Tuning	490	-	-	490	-
Premises Hire	6,639	-	-	6,639	-
Printing	216	-	-	216	-
Repairs	300	120	-	420	-
Teacher Fees	14,065	-	-	14,065	-
	-	-	-	-	-
<b>Sub total</b>	<b>22,306</b>	<b>120</b>	<b>-</b>	<b>22,426</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Saxophone	-	75	-	75	-
Piano	540	-	-	540	-
Double Bass & 3/4 cello	-	850	-	850	-
Cello	-	200	-	200	-
	-	-	-	-	-
<b>Sub total</b>	<b>540</b>	<b>1,125</b>	<b>-</b>	<b>1,665</b>	<b>-</b>
<b>Total payments</b>	<b>22,846</b>	<b>1,245</b>	<b>-</b>	<b>24,091</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>6,751</b>	<b>3,755</b>	<b>-</b>	<b>10,506</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>10,079</b>	<b>-</b>	<b>-</b>	<b>10,079</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>16,830</b>	<b>3,755</b>	<b>-</b>	<b>20,585</b>	<b>-</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Held in bank account	16,830	3,755	-
		-	-	-
	<b>Total cash funds</b>	16,830	3,755	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

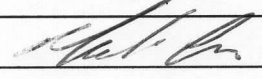
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	30 RAT stands on a trolley		-	-
	Collard & Collard Grand Piano		-	-
	5 upright pianos		-	-
	3 Digital pianos		-	-
	8 Wire music stands		-	-
	6 Solid backed telescopic music stands		-	-
	2 Timpani with covers		-	-
				-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	MARK GUERIN	23/6/25

# Independent examiner's report to the trustees of Potters Bar Community Music School

I report to the trustees on my examination of the accounts of the Potters Bar Community Music School (PBCMS) for the year ended 31<sup>st</sup> August 2024.

## Responsibilities and basis of report

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

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

## Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the PBCMS as required by section 130 of the Act; or
2. the

accounts do not accord with those records.

I have  
other



no concerns and have come across no matters in connection with the examination to which attention should be

drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Name: Stuart David Ashmore

Role: Circuit Treasurer – Vale of Stour Methodist Circuit.

Address: 4 Southern Close, Kingswinford, West Midlands. DY6 8HS.

Date: 23<sup>rd</sup> June 2025