

Making Our Mark



Trustee Annual Report

1 April 2022 – 31 March 2023

Enfield Town Schools' Partnership (ETSP)

Registered charity number: **1186244**

Report of the Trustees

The Trustees confirm that in developing and reviewing the strategic plan, objectives and activities of Enfield Town Schools' Partnership consideration has been given to the public benefit guidance issued by the Charity Commission.

Background

Enfield Town Schools' Partnership (ETSP) was founded in 2015 by a forward-thinking group of headteachers in Enfield, North London, who could see the benefits for all stakeholders in working collaboratively. It was set up to advance the education of children/young people within member schools (in Enfield, North London), through the provision of services, facilities and activities and to meet the social and emotional wellbeing needs of all the pupils/students within our care.

As the partnership became more established the number of member schools increased and the decision was made to convert to a charitable organisation. The partnership comprises of 1 infant school, 18 primary schools, 1 secondary school and 1 special school. On 11th November 2019 ETSP was established as a Charitable Incorporated Organisation (CIO). Registered charity number: 1186244. ETSP's purposes are charitable and mainly centred on enhancing the education and wellbeing of children and young people within our member schools' communities.

ETSP provides a service to schools which includes income generation for enrichment activities, project management and network management/administration to facilitate collaborative working.

Objectives and Activities

Our Mission

ETSP's initiatives bring our community of schools together to help our children and young people flourish.

Our Vision

To deliver relevant and engaging programmes and events for children and young people to help them thrive, especially those facing additional challenges in their lives. We forge collaboration between our member schools, and partner with other organisations, to identify and respond to our community's needs in a holistic way.

Our Values

- Integrity
- Empowerment
- Excellence
- Community
- Aspiration

Our Objectives

ETSP's objects, as outlined in our Charitable Constitution, are as follows:

- i. Developing collaboration between schools and other educational bodies and the wider community in which they operate, promoting positive community engagement in schools and with families.
- ii. Providing opportunities for disadvantaged pupils through the provision of services, facilities and activities to develop the capacity and skills of parents and carers of children and young people to enable them to engage more with the education of, and to identify and help meet the needs of, the children and young people in their care.
- iii. The provision of training to individuals involved in the education and pastoral care of children and young people in order to equip them with the skills required to deliver such education and to support the social and emotional well-being of the children and young people in their care.

What We Provide

ETSP provides a service to schools which includes income generation for enrichment activities, project management and network management/administration to facilitate collaborative working.

Income Generation

Through our experienced bid writing team we submit funding applications for projects and initiatives which support additional enrichment activities for targeted children and young people and disadvantaged communities. Funding applications have supported mentoring programmes for children and young people, hot meals for the most disadvantaged within the wider community, science and art-based projects, devices for individual children and books for Reception-aged children.

Project Management

ETSP designs and delivers programmes from start to finish including procuring/commissioning appropriate service providers to deliver specific projects (including due diligence checks), quality assurance, monitoring budgets for grant awards, monitoring and evaluating project outcomes, and returns to funders. We also design and deliver other events and activities which bring children and young people together and support the community. These events include inter-school competitions and exhibitions for children and young people and lifelong learning courses for the wider adult community.

Network Management and Administration

We manage and facilitate collaborative working groups across member schools to share best practice, improve provision, identify training requirements and plan projects which support targeted children and young people. We also facilitate subject-specific forums to support delivery of ETSP projects.

Network meetings include setting agendas, writing minutes, sending invites, organising guest speakers, providing documents and follow up actions and accessing training courses.

We facilitate professional development opportunities for staff to improve the quality of their subject knowledge to support delivery of ETSP projects and the curriculum. The networks and training opportunities are provided so that children and communities have access to the best services possible.

ETSP also develops collaborations between schools and other organisations which support our charitable aims.

Achievements and Performance

ETSP has managed a range of initiatives throughout the period April 2022 to March 2023. All projects were in line with our charitable aims.

Planned activities

Spelling Bee

An inter-school Spelling Bee competition for children aged 5 to 11 years. Provided the opportunity for children to connect remotely and compete with peers from other schools.

Scope: 164 children from 16 schools.

Outcomes: improved spelling, increased confidence.

‘Making a Mark’

A two-year professional development programme (CPDL) for teachers using arts-based learning as a tool to enrich children’s learning opportunities. The programme launched in September 2021 and concluded in July 2023. The main objective is to embed arts-based approaches to learning across the curriculum and look at how this can support children experiencing systemic inequity and disadvantage, specifically, how it can impact positively on children’s vocabulary and oracy development. Programme delivery included:

- Professional development to a core group of teachers, delivered by an artist-educator practitioner specialising in one visual art form at each school.
- Professional development sessions within a classroom setting.
- Materials to support teacher learning sessions and classroom delivery.

The next stage of the project, ReMARKable Art, will be delivered in the 2023-24 academic year. This phase will take place in classrooms, with our up-skilled teachers sharing their knowledge within schools, and culminates in a community and school Art Exhibition. Details to follow in next year’s report.

Scope: 24 teaching staff from 9 schools.

Outcomes: increased teacher knowledge, skills, confidence and wellbeing. Encouraged creativity, oracy and vocabulary development.

London Air Ambulance Charity

The London Air Ambulance Charity visited our network of schools to enlighten pupils about the role and importance of this service in their community. The team led 20-30-minute interactive assemblies throughout the day with each year group/class. Children tried on the Air Ambulance worker’s uniform, learned about their service and fundraising and were able to ask questions.

Scope: 1500 children from 10 schools.

Outcomes: improved speaking and listening skills. Confidence building to interact with professionals. Children gained a wider appreciation of community services in their home city.

‘The Great Debate’

An inter-school debating competition on current affairs for children aged 9 to 11 years. Judged by an independent panel of experts with the finals held at our Partnership Secondary School.

Scope: 100 children from 13 schools.

Outcomes: improved speaking and listening skills, increased confidence, developed thinking skills and engaged children in current affairs and made news accessible to them.

Browne Sustainability Workshops

Workshops and assemblies to discuss and advise about the environment, water, and waste, including details of what J Browne do as a business within our community. This taught the children to be mindful on how water is used in general both at home and in school.

Scope: 360 children from 6 schools

Outcomes: instilled curiosity and accountability. Encouraged bigger picture thinking for the children.

Chicken Shed Workshop

Interactive drama workshops explored the theme of 'care'. Specialists in drama led activities to provoke thoughts and feeling around this topic area using the creative outlets of music, movement and signing (BSL).

Scope: 100 children from 5 schools

Outcomes: creativity and confidence boosting.

Reading with Spurs Academy

A storytelling programme called 'Play By The Book' whereby the youth team from the Spurs Academy visited our children to tell stories and answer questions about being a footballer.

Scope: 90 children at one school

Outcomes: engaged children with listening to favourite stories delivered by aspirational peers.

STEM CPDL

Year 5 teachers and science leads in our Primary schools learnt how to understand and tackle engineering challenges within their classrooms. Following high quality training and gaining confidence in this arena, teachers launched a STEM project in their schools, providing guidance and support for pupils to respond to the theme of 'Connections'. Once completed, the projects were judged by the school community and put forward to be represented at a celebratory STEM Fair.

Scope: 250 children from 18 schools

Outcomes: enhanced knowledge and mindset of teachers impacted on learning for children. Embedded effective use of oracy in STEM lessons and highlighted the power of a hands-on approach in science, computing and maths.

Public Benefit

The Trustees confirm that in developing and reviewing the strategic plan, objectives and activities of ETSP consideration has been given to the public benefit guidance issued by the Charity Commission.

All of our activities are in support of our objectives:

- i. Developing collaboration between schools and other educational bodies and the wider community in which they operate, promoting positive community engagement in schools and with families.
- ii. Providing opportunities for disadvantaged pupils through the provision of services, facilities and activities to develop the capacity and skills of parents and carers of children and young people to enable them to engage more with the education of, and to identify and help meet the needs of, the children and young people in their care.
- iii. The provision of training to individuals involved in the education and pastoral care of children and young people in order to equip them with the skills required to deliver such education and to support the social and emotional well-being of the children and young people in their care.

The Trustees believe that all three of the charity's objectives undertaken improved the lives of our children and young people and made a difference.

The direct benefits that flow from purpose (i) are/include:

Positive community engagement has stemmed from interactions with the London Air Ambulance and Spurs Football Academy, building an awareness of the children's community beyond their school and home environment. These activities broadened the mindset and aspirations of the children.

The Chickenshed Theatre workshops enhanced pupils' self-confidence and the topic of 'care' reflects beyond the classroom and family and in to the community.

The direct benefits that flow from purpose (ii) are/include:

Children and young people are provided with inclusive, stimulating and fun learning experiences which support and nurture all areas of their learning and development. Enrichment programmes and activities delivered over the last year include Spelling Bees, debating competitions and science workshops and fairs. These avenues ensured that disadvantaged children accessed facilities and services to help them engage further in their education.

With so many families experiencing challenges through the cost-of-living crisis we are collaborating with two finance charities to work with vulnerable members of our community. The service will launch later in 2022 and will deliver accessible, inclusive and non-judgmental social welfare support, debt and money advice.

The direct benefits that flow from purpose (iii) are/include:

ETSP Staff have benefitted from arts and STEM based training opportunities and as such they can now share their enhanced/new skills directly in the classroom. This in turn enables them to develop individual capabilities, competences and understanding to support their pupils' learning and development.

The ETSP 'Making a Mark' CPDL programme sought to create Arts Specialists in schools to promote and work to embed arts-based learning across the curriculum. This in turn increases the breadth and depth of vocabulary and develops oracy for children within our member schools. Arts-based learning is essential for enhancing learning, for all pupils but particularly those who may be disadvantaged or have other challenges that hinder their access to the curriculum and learning.

The 'Making a Mark' programme was two years in duration.

Reported programme benefits to staff include:

- “Understanding and gaining confidence in Art; that was really important to us, and I think we have achieved that.” Art Specialist
- School leaders have reported “Our teachers have found these CPD sessions therapeutic and supportive of our mental health and wellbeing.”

Reported programme benefits to children include:

- “Working on a 2-year project has been amazing...Dynamic use of vocab as a focus has been v useful.” Art Specialist
- “Photography in particular lends itself to this (language development) ...in one way you are using lots of new vocab within...the art form, that both the teachers/staff and the children won’t have come across before”.

Reported overall programme benefits include:

- Increased confidence in the practicalities of the art form teachers have been immersed in, and in designing and creating opportunities for pupils to use art to explore other areas in the curriculum.
- Using the art medium for story-telling, linking to technology, writing, maths, history, literacy and building on children’s knowledge.
- Teachers feel inspired and excited to share their knowledge and enthusiasm with colleagues and try new ideas/techniques/approaches in the classroom.

This benefits for this project will continue to be observed in future teaching and also in the ReMARKable art project that is underway for the academic year 2023-24.

Financial Review

The financial statements have been prepared in accordance with the accounting policies and comply with the charity's Model of Association, applicable laws and requirements of Accounting and Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS102).

The principal source of income are subscriptions from members schools which account for 72% of the charity's income. Our membership fees, paid by schools, are set at a level to ensure the financial viability of the charity i.e. at a level that is consistent to access this service and cover the total operating costs, including salaries and additional reserves for the charity.

This ensures sustainability and continuous service to the community we serve as the operating costs are not reliant on grant income. Specific projects and initiatives are funded through grants, donations and fundraising activities.

Additional funding comes primarily from grants (16%) secured by our bid writing team, with project management and miscellaneous items accounting for the remainder of the income.

In common with many other charities, ETSP is unable to recover the VAT that is incurred on purchases of goods and services.

Reserves and Financial Health

The Board of Trustees regularly review the finances, budgets and spend against budget together with a monthly cash flow analysis as part of the effective stewardship of the charity.

Reserves Policy

The trustees consider it appropriate to build up and maintain a reserves budget to cover the partnership in the event of a shortfall of SLA fees for long term viability. This could also be used to fund temporary grant shortfalls and possible costs associated with staffing including redundancy, pension commitments (including withdrawal liability of the scheme) and long-term sickness. The trustees are of the opinion that £20,000 would be sufficient to cover potential liabilities in the short term (where there are no redundancy costs). The charity aims to build reserves in the long-term.

Risk Review

The major risks (reliance on membership fees) to which the charity is exposed have been reviewed and systems are being established to mitigate those risks; funding risk is being addressed through building new partnerships and diversifying sources of funding.

Going Concern

The trustees have reviewed our financial position, considering the level of cash reserves, and the systems of financial control and risk management. As a result of this review, the trustees believe that we are well placed to manage operational and financial risks successfully. Accordingly, the trustees have a reasonable expectation that the charity have adequate resources to continue in operational existence for the foreseeable future. Therefore, they continue to support the going concern basis of accounting in preparing the annual accounts.

Structure, Governance and Management

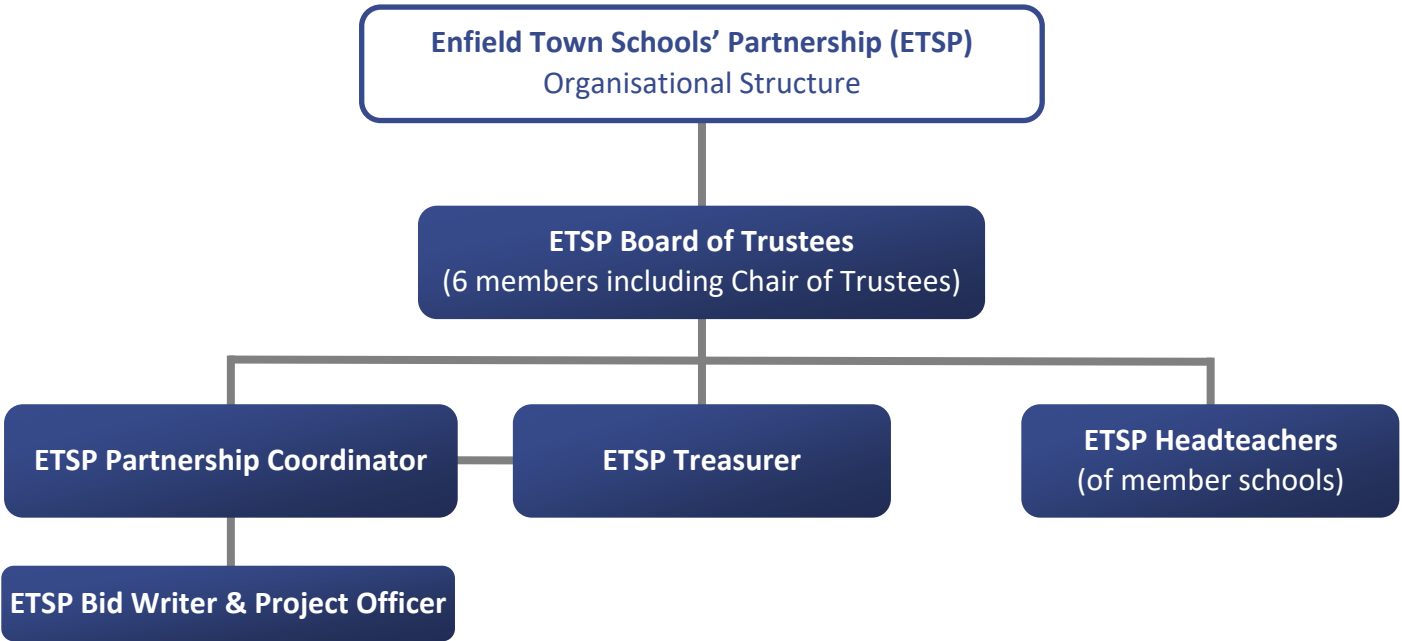
ETSP is a Charitable Incorporated Organisation (CIO). Our governing document is a CIO constitution using the 'association' model. This means we have a wider voting membership who must make certain decisions (such as amending the constitution), will usually appoint some or all of the charity trustees (who will serve for fixed terms), and may be involved in the work of the CIO.

We conducted extensive trustee recruitment in early 2019 and as a result appointed the founding Board of Trustees on 11 November 2019. Trustees, including the Chair, were recruited by open selection and were appointed for a three-year term, renewable for up to a further three years. New Trustees have been appointed and are listed below.

The appointing body of the Board of Trustees must consist of at least 3 charity trustees. One third of the charity’s trustees aim to retire from office at every subsequent annual general meeting. This will be those who have been longest in office since their last appointment or reappointment. Any vacancies arising may be filled by the decision of the members at an annual general meeting or at any time charity trustees may decide to appoint a new charity trustee.

No remuneration or other payments have been made to the trustees of ETSP for their services as trustee board members or for other services provided to the organisation in 2022 or 2023.

Key Management Personnel



ETSP’s Board of Trustees is charged with ensuring a sharp focus on our mission and values. We ensure that we are financially sound and answerable to headteachers, children and young people within our member schools and to our funding bodies, and make certain that we are compliant with all the relevant laws and regulations. We take seriously our responsibility to safeguard funds entrusted and have a zero-tolerance policy on fraud, bribery and corruption.

The Board delegates day-to-day decision-making and operations to the Partnership Chair, Partnership Vice-Chair and Partnership Coordinator, known as the key management personnel. The Board of Trustees meets formally three times a year. The key management personnel meet amongst themselves six times per year and with the same frequency with the headteachers of all member schools. An annual well-being afternoon is held with the aforementioned stakeholder group to consider ETSP’s strategic direction given the changing context of the educational environment in which we operate. The Chair of Trustees and key management personnel meet regularly to provide strong cohesive leadership and effective coordination.

Membership of the CIO may be open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members set out in our Scheme of Delegation. A member may be an individual, a representative of a corporate body, a representative of an organisation which is not incorporated or a representative of a Multi Academy Trust (MAT).

Trustee selection method

The appointing body ETSP governing board must consist of at least three charity trustees. Any appointment must be made at a meeting held according to the ordinary practice of the appointing body. Each appointment must be for a term of three years. We currently have eight charity trustees and all members give their time voluntarily and receive no benefits from the charity.

The procedure when appointing a trustee is as follows:

- The charity identifies the need for a new trustee either because of a resignation or they have identified a skill which they need to bring in.
- The trustees agree what skills, experience and knowledge is needed and write a short job description and person specification.
- The trustees agree responsibilities and a process for recruitment taking care to comply with any specific requirements set out in the charity's governing document.
- Checks are carried out on candidates:
 - They have not been disqualified from acting as a trustee and they are asked to confirm this in writing.
 - Trustees are asked to sign our Declaration of Interests which advises if there are any potential conflicts of interest.
 - Appropriate checks from the Disclosure Barring Service.
- The new trustee is given a letter setting out their duties and expectations of them which is signed and returned.
- Trustees' details are updated with the Charity Commission.
- Trustees are presented with an information pack, are introduced to the other trustees and any other relevant parties are notified of their appointment.
- The new trustee is welcomed to their first board meeting.

Reference and Administrative details

Charity name:	Enfield Town Schools' Partnership
Charity also known as:	ETSP
The Board of Trustees:	
Maftuna Bakhodirova	Trustee (retires 11.11.26)
Hilary Ballantine	Chair of Trustees (<i>retires 11.11.2024</i>)
Jan Bless	Trustee and Headteacher at Prince of Wales Primary School (<i>retires 11.11.25</i>)
Andrea Cassius	Trustee and Headteacher at Suffolks Primary School (<i>retires 11.11.2024</i>)
Susan Mehmet	Trustee (retires 11.11.26)
Stuart Phillips	Trustee and Co-Founder of The FairLife Charity (<i>retires 11.11.2025</i>)

Other Key Players:

Josh Newhan	Chair of the ETSP Head Teachers Group (retires 11.11.26)
Marianne Enchill-Balogun	Vice Chair of the ETSP Head Teachers Group (retires 11.11.26)

Appointing body:

Hilary Ballantine, Jan Bless and Andrea Cassius

Charity Treasurer:	Sharon Kingham (<i>Finance Officer for ETSP. SBM Carterhatch Infants School</i>)
ETSP charity contact:	Jennifer Banham (<i>ETSP Partnership Coordinator</i>)
Registered office:	ETSP c/o Carterhatch Infant School, Carterhatch Lane, Enfield EN1 4JY
Charity office:	ETSP c/o Suffolks Primary School, Brick Lane, Enfield EN1 3PU
Registered charity number:	1186244
Company number:	CE019518
Auditors:	Brindley Jacob Chartered Accountants, 167 Turners Hill, Cheshunt, Hertfordshire EN8 9BH
Bankers:	NatWest Bank, 43 High Street, Hoddesdon, Hertfordshire EN11 8HE

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) Hilary Ballantine

Position Chair of Trustees

Date 11.01.24



CHARITY COMMISSION
FOR ENGLAND AND WALES

Enfield Town Schools' Partnership

1186244

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2022		31/03/2023

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 £
A1 Receipts					
Subscriptions	55,229	-	-	55,229	47,844
Grants	1,000	11,167	-	12,167	31,300
Bank Interest	299	-	-	299	5
Donations	61	-	-	61	543
Training Receipts	-	-	-	-	-
Project Mgmt & Cost recovery	8,609	-	-	8,609	-
Collection	240	-	-	240	-
Exp refund	93	-	-	93	-
Sub total (Gross income for AR)	65,531	11,167	-	76,698	79,692
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	65,531	11,167	-	76,698	79,692
A3 Payments					
Salaries	48,753	-	-	48,753	29,441
Telephone, Website & IT Connections	513	-	-	513	78
Insurance	932	-	-	932	929
Travel	104	-	-	104	354
Gifts	250	-	-	250	50
Grant Expenditure	-	22,026	-	22,026	4,879
Activity Expense	126	-	-	126	242
Seminar Day	120	-	-	120	49
Accountant	600	-	-	600	600
Sub total	51,399	22,026	-	73,425	38,622
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	51,399	22,026	-	73,425	38,622
Net of receipts/(payments)	14,132	10,859	-	3,273	43,070
A5 Transfers between funds	13,289	13,289	-	-	-
A6 Cash funds last year end	42,757	32,915	-	75,672	32,602
Cash funds this year end	70,178	8,767	-	78,945	75,672

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 £
B1 Cash funds	Current Account	13,636	-	-
	Deposit Account	56,542	8,767	-
		-	-	-
	Total cash funds	70,178	8,767	-

(agree balances with receipts and payments account(s))



B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Salaries		11,501	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
H J Ballantine	Mrs H. J BALLANTINE	03/12/23



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Enfield Town Schools' Partnership

**On accounts for the year
ended**

31 March 2023

**Charity no
(if any)**

1186244

Set out on pages

3 and 4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

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

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

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

6/12/2023

Name:

Maurice William Brindley FCA

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

ICAEW

Address:

167 Turners Hill Cheshunt Herts EN8 9BH

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

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



CHARITY COMMISSION
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(agree balances with receipts and payments account(s))

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	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Salaries		11,501	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
HJ Ballantine	Mrs H. J. BALLANTINE	03/12/23