

CHEVENING PRIMARY SCHOOL VOLUNTARY AND GOVERNOR FUNDS

England & Wales · Charity number 1194701

Details

Status Registered

Legal form Other

Registered 2021-06-07

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

Contact

Address Chevening Primary School
Chevening Road
Chipstead
Sevenoaks
TN13 2SA

Phone 01732452895

Email office@chevening.kent.sch.uk

Website <https://www.chevening.kent.sch.uk/>

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUPILS OF CHEVENING (ST BOTOLPH'S) CE (VA) PRIMARY SCHOOL BY PROVIDING AND ASSISTING IN THE PROVISION OF FACILITIES FOR EDUCATION AT THE SCHOOL (NOT NORMALLY PROVIDED BY THE LOCAL EDUCATION AUTHORITY)

Activities: To provide assistance and support for the education of children at Chevening (St Botolph's) C.E. (VA) Primary School

Classification

- **How:** Provides Services, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People, Other Charities Or Voluntary Bodies

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£105,973	£101,902	-	-
2024-08-31	£110,256	£111,243	-	-
2023-08-31	£61,105	£49,862	-	-
2022-08-31	£48,324	£50,439	-	-

Trustees

Name	Role	Appointed
Francis Guy Derek Simon		2022-05-20
James Woodman		2025-03-12
Karen Minnis		2020-11-12
Mike Hollis		2024-02-02
Nigel Edward Staddon Williams		2022-05-20

CHEVENING PRIMARY SCHOOL VOLUNTARY AND GOVERNOR FUNDS

England & Wales - Charity number 1194701

Accounts

**Chevening (St Botolph's) CE Primary School
Combined Voluntary and Governor's Fund
Annual Accounts 01/09/2024 - 31/08/2025**

Opening Balance brought forward 01.09.2024	<u>22,739</u>		
Income		Expenditure	
Charity Donations	705	Bank Charges	-7
Donations - General	1,630	10% Capital Contribution	-728
Donations- swimming	120	Charity Donations	-497
Joseph Production	3,838	Joseph Production	-2,041
Kitchen Works	31,531	Kitchen Works	-35,543
Misc Income	174	Main Account Reimbursement	-19,282
School Trips & Activities	68,154	Main Account Reimbursement - swimming contributions	0
Tea Towel- Joseph	20	Misc spend	-145
		School Trips & Activities	-43,089
		School Leavers Bibles	-570
	<u>105,973</u>		<u>- 101,902</u>
Closing Balance carried forward 01.09.2025	<u>26,809</u>		

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

Treasurer *J. Hulse*
Date *13/10/25*

Chair of Resources Committee *P. Smith*
Date *05/11/2025*

Audit Certificate:

I have audited the accounts of the above fund in accordance with the KCC Notes of Guidance to Auditors. In my opinion there has been reasonable management of the Fund(s) and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31st August 2025 and its assets at that date were sufficient to meet all the liabilities of the fund in full.

Signature of Auditor *Z. Hulme* Date *10.11.25*
Financial Qualifications/Experience *ICAEW*

I confirm that I am familiar with the contents of the School Voluntary Fund Guidelines handbook and that the audited summary of accounts has been presented to the

Chairman of Governors *S. McRobbie* Date *13-10-25*

CHEVENING PRIMARY SCHOOL VOLUNTARY AND GOVERNOR FUNDS

England & Wales - Charity number 1194701

Accounts

Chevening Primary School Voluntary and Governor Funds (1194701)

Trustees' Annual Report 2023-24

Objectives and Activities

The charity's purpose is to advance the education of the pupils of Chevening (St Botolph's) CE(VA) Primary School by providing and assisting in the provision of facilities for education at the school (Not normally provided by the LEA)

The main activities this year included

- Providing clubs and trips to the pupils, and collecting donations to fund these
- Receiving income from Combe Bank Education Trust to be used towards refurbishing the school kitchen.
- Collecting donations towards the school swimming season, and providing funding to the school to cover the season costs.

The trustees have considered the guidance issued by the Charity Commission on public benefit, ensuring there is an identifiable benefit to the school, and they are committed to enable all pupils as possible to access trips and clubs.

Achievements and Performance

The charity has utilised funding towards the new kitchen, which will have a wide benefit to the current pupils of the school, and for many years to come. Benefits will also be seen by other members of the Chevening School Community.

The donations received by the charity have enabled all pupils to attend relevant school trips during the school year 2023-24.

Financial Review

The charity has a carried forward accounts balance of £20,240, of which £9,269 is committed and will be allocated in 2024-25. This leaves uncommitted reserves of £10,971

Reserves Policy

The charity has no regular operational costs, and all commitments are made on the basis of available funds. To ensure there are no short-term deficits due to spend becoming due before income is received, the trustees agree that a minimum of £5,000 should be kept in reserves.

There are no uncertainties about the charity continuing as a going concern.

Structure, Governance and Management

The Charity is an unincorporated association and is governed by the constitution agreed on 12.11.2020. The constitution states that trustees are appointed from members of the School Governors Resources committee, along with the School Bursar and Clerk. Trustee meetings are held 3 times per year.

Reference and Administrative details

The Registered public address of the charity is:

Chevening (St Botolph's) VA Primary School
Chevening Road, Chipstead,
Sevenoaks, TN13 2SA

The Charity Trustees (as at 12.03.25) are:

Francis Simon - Chair

Kirsty Hallissey (*from 10/10/23*) - Treasurer

Karen Minnis

James Woodman (*from 12/03/25*)

Nicolas Chard (*retired 11/11/24*)

Cathy Thewlis - Secretary

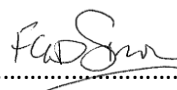
Mike Hollis (*from 02/02/24*)

Nigel Williams

Alan Leaman (*retired 17/11/24*)

This Trustees' Annual report was approved by the Trustees at the AGM meeting on 12th March 2025

Signed on their behalf by: Frank Simon, Chair



**Chevaning (St Botolph's) CE Primary School
Voluntary Fund
Annual Accounts 01.09.2023 - 31.08.24**

Opening Balance brought forward 01.09.2023		21,541.84	
Income			Expenditure
Charity Donations	700		Bank Charges
Donations - General	1,822		- 3
Donations/Charity	665		Capital Contribution
Joseph Production	1,265		- 731
Kitchen Works	48,868		Charity Donations
Misc Income	343		- 434
School Trips & Activities	80,390		Joseph Production
Tea Towel- Joseph	10		- 108
			Kitchen Works
			- 48,868
			Main Account Reimbursement
			- 10,872
			Main Account Reimbursement - swimming contributions
			- 9,630
			Misc spend
			- 802
			PTFA
			- 8,087
			School Trips & Activities
			- 30,884
			Swimming Pool
			- 6,808
	109,041		- 111,243
Closing Balance carried forward 01.09.24		20,240	

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

Treasurer *K Hallissey* KIRSTY HALLISSEY Date 18/11/24

Headteacher *R Pinnis* Date 18.11.24.

Audit Certificate:

I have audited the accounts of the above fund in accordance with the KCC Notes of Guidance to Auditors. In my opinion there has been reasonable management of the Fund(s) and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31st August 2024 and the assets at that date were sufficient to meet the liabilities of the fund in full.

Signature of Auditor *Z Hulme* Date 26-Nov-24
Financial Qualification/Experience FCA

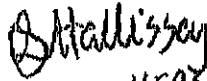
I confirm that I am familiar with the contents of the School Voluntary Fund Guidelines handbook and that the audited summary of accounts has been presented to the Board of Governors and I am satisfied with the state of affairs of the fund(s).

Chairman of Governors *S. Meloskey* Date 22nd November 2024.

Chevering (St Botolphs) CE Primary School Governors Fund
Annual Accounts 01.09.2023 - 31.08.2024

Opening Balance brought forward 01.09.2023		<u>£2,183.74</u>
<u>Income</u>		
Donations	£315.00	
	<u>£315.00</u>	
		<u>£0.00</u>
<u>Expenditure</u>		
Closing Balance carried forward 31.08.2024		<u>£2,498.74</u>

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


Treasurer **KIRSTY HALLESSEY**
Date 18/11/2024

Chair of Resources Committee
Date

Audit Certificate:

I have audited the accounts of the above fund in accordance with the KCC Notes of Guidance to Auditors. In my opinion there has been reasonable management of the Fund(s) and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31st August 2024 and its assets at that date were sufficient to meet all the liabilities of the fund in full.

Signature of Auditor 
Financial Qualifications/Experience FCA

Date 26-Nov-24

I confirm that I am familiar with the contents of the School Voluntary Fund Guidelines handbook 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 

Date 22nd NOVEMBER 2024

**Chevaning (St Enoch's) CE Primary School
Voluntary Fund
Annual Accounts 01.09.2023 - 31.08.24**

Opening Balance brought forward 01.09.2023		21,541.84	
Income			Expenditure
Charity Donations	700		Bank Charges
Donations - General	1,822		- 3
Donations/Charity	665		Capital Contribution
Joseph Production	1,265		- 731
Kitchen Works	48,868		Charity Donations
Misc Income	343		- 434
School Trips & Activities	80,390		Joseph Production
Tea Towel- Joseph	10		- 108
	<u>109,041</u>		Kitchen Works
			- 48,868
			Main Account Reimbursement
			- 10,872
			Main Account Reimbursement - swimming contributions
			- 9,630
			Misc spend
			- 802
			PTFA
			- 8,087
			School Trips & Activities
			- 30,884
			Swimming Pool
			- 6,808
Closing Balance carried forward 01.09.24		20,240	

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

Bursar Kirsty Hallssey KIRSTY HALLSSEY Date 18/11/24

Headteacher R. Pinnis Date 18.11.24.

Audit Certificate:

I have audited the accounts of the above fund in accordance with the KCC Notes of Guidance to Auditors. In my opinion there has been reasonable management of the Fund(s) and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31st August 2024 and the assets at that date were sufficient to meet the liabilities of the fund in full.

Signature of Auditor Z. Hulse Date 26-Nov-24
Financial Qualifications/Experience FCA

I confirm that I am familiar with the contents of the School Voluntary Fund Guidelines handbook 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 S. Meloskey Date 22nd November 2024.

CHEVENING PRIMARY SCHOOL VOLUNTARY AND GOVERNOR FUNDS

England & Wales - Charity number 1194701

Accounts

**Chavening (St Botolph's) CE Primary School
Combined Voluntary and Governor's Funds
Annual Accounts 01.09.2022 - 31.08.2023**

Opening Balance h/wrd 01.09.2022		<u>12,825.56</u>	
Income			Expenditure
Donations	2,682.02		Bank Charges
School Trips & Activities	56,980.16		School Trips & Activities
Other Income	1,733.06		Swimming Expenses
Class Donations Income			Class Donation Expenditure
Gift Aid			Other Costs
			Staff Welfare
		<u>61,395.24</u>	<u>- 49,990.52</u>
Closing Balance e/wrd 31.08.2023		23,740.28	

I certify that to the best of my knowledge, the accounts shown are correct.

Bursar
Date

K Hallissey
11/12/2023

KIRSTY HALLISSEY

I have audited the accounts of the above fund in accordance with the KCC Notes of Guidance to Auditors. In my opinion there has been reasonable management of the Fund(s) and the above Summary of Accounts is a true representation of the state of the Fund's affairs as at 31st August 2023 and its assets at that date were sufficient to meet all the liabilities of the fund in full.

Signature of Auditor *L Hulme*
Financial Qualifications/Experience FCA

Date 15 - Dec - 23

I confirm that I am familiar with the contents of the School Voluntary Fund Guidelines handbook 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

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Date

15th December 2023

CHEVENING PRIMARY SCHOOL VOLUNTARY AND GOVERNOR FUNDS

England & Wales - Charity number 1194701

Accounts

CHEVENING PRIMARY SCHOOL VOLUNTARY AND GOVERNOR FUNDS

Annual Accounts 1.9.2021 - 31.8.2022

Opening Balance b/fwd 1.9.21 14,440.64

<u>Income</u>		<u>Expenditure</u>	
Donations	8,080.00	School Capital 10%	12,852.46
School Trips & Activities	35,155.94	School Trips & Activities	33,117.14
Fundraising	538.82	Pool Costs	3,000.00
Class Donations Income	700.00	Class Donation Expenditure	479.39
Gift Aid	2,466.43	Staff Welfare	308.55
Chevening House Tour	800.00	Leavers Bibles	352.67
Other Income	593.00	Other Costs	329.06
	<hr/>		<hr/>
	48,324.19		50,439.27

Closing Balance c/fwd 31.8.21 12,325.56

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

Treasurer CAmmott
Date 28/11/22

I have audited the accounts of the above fund in accordance with the KCC Notes of Guidance to Auditors. In my opinion there has been reasonable management of the Fund(s) and the above Summary of Accounts is a true representation of the state of the Fund's affairs at 31st August 2022 and its assets at that date were sufficient to meet all the liabilities of the fund in full.

Signature of Auditor J Hulme
Financial Qualifications/Experience ACA

Date 1.12.22

I confirm that I am familiar with the contents of the School Voluntary Fund Guidelines handbook and that the audited summary of accounts has been presented to the Charity Board and I am satisfied with the state of affairs of the fund(s).

Chair Alie Leane

Date 29/11/22