

**Chiltern Wood School Fund**  
**AGM of Trustees Meeting**  
**Tuesday 18<sup>th</sup> November 2025**

Those present:     Ann Waterman                             - Chair of Trustees  
                         Rachel Chapman     - Trustee  
                         David Buckle                             - Trustee  
                         Jonathan Allcock     - Trustee  
                         Julie Whyte                             - School Business Manager  
                         Becky Horwood     - Finance Manager

**1. Apologies**

None

**2. Declaration of Interests**

None declared.

**3. Statement of Account**

**At year end 31 Mar 2025**

Total Income	£19596.12
Total Expenditure	£7652.90
<b>Closing Balance</b>	<b>£12635</b>

Current Balance @ 31/10/25     £14,991.57

**4. Gift Aid**

The charity has only received Gift Aid via Just Giving so has not yet made any direct claims to HMRC for Gift Aid.

**5. Just Giving**

The application has been made to register for the Grow Plan, to enable access to reporting.

**6. Expenditure Requests**

A donation has been received of £800, specifically for Flat 24 in the Coppice department. The Trustees authorised reimbursement to the school budget for items purchased for Flat 24 up to the value of the donation.

**7. Corporation Tax**

The Charity has received a penalty for late submission of the Corporation Tax return. JW is confirming the process that needs to be completed to

ensure it is up to date each year. The penalty fine of £100 has been paid.

8. **Annual Audit**

JW confirmed the transactions still sit below the amount required for a full audit. JW to arrange for the accounts to be filed and submitted on the Charity Commission website for the annual return.

Date of Next Meeting : TBC

Apr-24

<b>Opening Balance b/f</b>	£692.58
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Total Income	19596.12
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Total Expenditure	7652.9
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<b>Closing Balance</b>	<b>£12,635.80</b>
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Date	Type	Details	Deposit	Outreach
5/23/2024	TFR	F/Flow Mariad - Grant	<b>7652.9</b>	
5/28/2024	DEP	Friends of CWS	<b>5225</b>	
6/5/2024	FPI	Smart Energy	<b>1500</b>	
7/11/2004	FPI	J Legg Lynn Donation	<b>1786.5</b>	
9/26/2024	BGC	123 comms	<b>52.79</b>	
12/16/2024	FPI	Just Giving	<b>1219.78</b>	
12/19/2024	BGC	123 Comms	<b>98.28</b>	
12/23/2024	FPI	Just Giving	<b>1190.02</b>	
1/7/2025	FPI	Just Giving	<b>192.24</b>	
2/12/2025	FPI	Just Giving	<b>624.08</b>	
3/25/2025	FPI	Just Giving	<b>10.69</b>	
3/31/2025	FPI	Just Giving	<b>43.84</b>	

**Total Income**

**19596.1**

Memorial (Coppice D

7652.9

750

4475

1500

1786.5

52.79

1219.78

98.28

1190.02

192.24

624.08

10.69

43.84

Apr 24 - Mar 25  
Expenditure

Date	Type	Details	Amount
7/23/2024	CHQ	000001 Chiltern Wood School	7652.9 Memorial F
<b>Total Expenditure</b>			<b>7652.9</b>

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