

CHALFONT ST PETER COUNTY INFANT SCHOOL

SCHOOL FUNDS

REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2016

 **Russell Phillips**
CHARTERED ACCOUNTANTS & BUSINESS ADVISORS

**INDEPENDENT REPORT TO THE GOVERNING BODY OF
CHALFONT ST PETER COUNTY INFANT SCHOOL**

We have examined the financial statements for the School Funds on pages 2 and 3 which have been prepared under the historical cost convention.

RESPECTIVE RESPONSIBILITIES OF GOVERNORS AND ACCOUNTANTS

The school's governors are responsible for the preparation of financial statements in respect of the School Funds. It is our responsibility to form an independent opinion based on those statements and to report our opinion to you.

BASIS OF OPINION

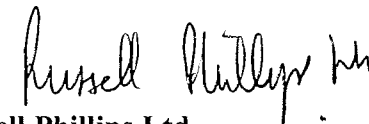
We conducted our examination in accordance with recognised Accounting Standards. It includes an assessment of the significant estimates and judgements made by the governors in the preparation of the financial statements.

We obtained all the information and explanations, which we considered necessary in order to provide us with sufficient information to give reasonable assurance that the financial statements are free from material misstatement. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion:

- a. the financial statements give a true and fair view of the state of the private funding of the school's affairs as at 31 August 2016 and of its Private Fund surplus of income over expenditure for the year then ended:
- b. proper accounting records have been kept by the school throughout the relevant financial year:
- c. Private School Funds reported in the relevant financial period have been applied in accordance with instructions of the Governing Body.



Russell Phillips Ltd
Chartered Accountants

21/23 Station Road
Gerrards Cross
Buckinghamshire
SL9 8ES

Dated1/11/16.....

**CHALFONT ST PETER COUNTY INFANT
SCHOOL FUNDS**

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2016

	2016 £	2015 £
INCOME		
Uniform	5,270	5,036
Day Trips / Visits	12,509	11,352
Choir	901	814
Swimming / Gym Club	1,606	2,051
Recorder / Hand Bell Club	346	498
Donations	8,858	-
Graduation	314	231
Teachers Clubs	2,099	2,306
Miscellaneous	2,752	2,261
Christmas Tickets	390	416
Bank Interest	7	6
	<u>35,051</u>	<u>24,971</u>
EXPENDITURE		
Uniform	4,970	4,479
Day Trips / Visits	8,066	12,218
Swimming / Gym Club	1,661	2,234
Graduation	-	36
Teachers Clubs	154	149
Technology	125	-
Miscellaneous	4,312	1,988
Donations	500	-
Christmas Tickets	283	303
Parent Pay Charges	225	221
	<u>20,296</u>	<u>21,628</u>
Surplus of Income over Expenditure	14,755	3,343
Balance brought forward	42,602	39,259
Balance carried forward	<u>57,357</u>	<u>42,602</u>

Ben Topham
17/10/16.

**CHALFONT ST PETER COUNTY INFANT
SCHOOL FUNDS**

BALANCE SHEET AT 31 AUGUST 2016

	2016	2015
	£	£
CURRENT ASSETS / (LIABILITIES)		
Bank Accounts		
School Fund	44,074	29,326
Money Manager (No Notice)	11,346	11,339
Holding	2,114	2,114
Parent Pay	-177	(177)
	<u>57,357</u>	<u>42,602</u>
 Represented By		
School Fund	<u>57,357</u>	<u>42,602</u>

Approved by the governing body on and signed on its behalf by:

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CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/2015 Period start date **To 31/08/2016**

Period end date

Charity name: CHALFONT ST PETER INFANT SCHOOL

Charity registration number: 1127195

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Our objective is to advance and enrich the learning and education of our pupils.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Our main activity is to raise funds for Chalfont St Peter Infant School in order to provide resources which would not be possible through the delegated budget.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	• Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Chalfont St Peter Infant School depends upon the staff and parents to promote, help and support events which raise money for the fund.
Other		No one connected with the fund has received expenses.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During the year teachers have conducted a variety of school clubs. We have also held Christmas and Easter concerts and our Christmas Play.</p> <p>Funds raised are used to benefit our pupils through resources and curriculum activities.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	An independent audit is carried out annually on Chalfont St Peter Infant School Fund. Reserves are committed for the purposes of Chalfont St Peter Infant School.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are dependent upon the needs and requirements of Chalfont St Peter Infant School.
Amount of reserves held	Para 1.22	£57,357
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Committee
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by Chalfont St Peter Infant School Governing Body

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Chalfont St Peter Infant School Fund
Other name the charity uses	n/a
Registered charity number	1127195
Charity's principal address	Chalfont St Peter Infant School Lovel End Chalfont St Peter Buckinghamshire SL9 9PB

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	Jean Cornes	Chair		
2	Anita Southwell			
3	Karen Little			
4	Liz Thorp			
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Jean Cornes	
Full name(s)	Jean Cornes	
Position (eg Secretary, Chair, etc)	Chair	
Date	23/03/2017	