

TRUSTEES ANNUAL REPORT ENDING 31/08/2022
ST BENEDICTS HIGH SCHOOL
CHARITY NUMBER 506088

TRUSTEES:

Laura Thomson

ADDRESS:

RED LONNING WHITEHAVEN CUMBRIA CA28 8UG

DAY TO DAY ADMINISTRATION OF ACCOUNT:

Mrs Laura Thomson (Finance Manager)

BANK DETAILS:

LLOYDS BANK PENRITH (sort code 30-16-28 A/c No. 0592368)

AUDITOR: ARMSTRONG WATSON

Purpose:

THE MAIN ACTIVITIES OF THE ACCOUNT INCLUDE:

1. DEVOLVED FORMULA CAPITAL (DFC)
2. PUPIL/STAFF PARTIES
3. SCHOOL EDUCATIONAL VISITS
4. DONATIONS
5. FUND RAISING
6. FLOWERS/GIFTS
7. MISCELLANEOUS

1. DEVOLVED FORMULA CAPITAL (DFC)

The money received from the Diocese is ring fenced for any capital building works and computer hardware/software purchases to improve the school. Since the school's external audit, we have now been advised this money is now to be transferred to the budget account. The total DFC funds of £45,729.36 were transferred to the budget account initially. We also then received a sum of £25,600.73 which was also transferred leaving a zero balance in the school fund account of DFC capital funds.

2. PUPIL/STAFF PARTIES

Organised parties include the Year 11 prom and the Year 13 leavers prom for students who are leaving. There was a total of £4,410.59 received towards the cost of the parties and £3056.20 paid out to suppliers this year.

3. EDUCATIONAL VISITS

Various trips nationwide and abroad take place every year including Rome, Italy ski trip and Castlerigg. The funds are received from ParentPay and then paid for from the school fund account. A total of £15,567.20 was received this year towards trips and £11,281.00 was paid out.

4. DONATIONS

We only receive small donations – these include commission from our school photographers which totalled £500.04 this year. The school sometimes donates small amounts to students who incur a large cost for overseas visits which do not relate directly to the school.

5. FUND RAISING

The school regularly organises various activities/events to raise money for a wide range of charities. Each year group now has their own chosen charity that they fundraise for. Some of this year's activities included non-uniform days, cake sales and quizzes. The total amount fundraised this year was £2707.46. Mary's Meals, West Cumbria Carers, Breast & prostate Cancer UK, and the British Ukrainian Aid were the main beneficiaries this year.

6. FLOWERS/GIFTS

We occasionally arrange gifts for staff members, bereaved parents etc

7. MISCELLANEOUS

Anything not relating to anything specific e.g., student school hoodies, tickets for shows, yearbook and school tie purchases. We also receive funds from ParentPay for calculators, revision books, food ingredients and music tuition which is then transferred to the budget account to offset the costs paid from there.

BANK INTEREST

£9.19 gross interest received – no charges.

Enclosed:

- 1. Detailed transaction lists*
- 2. Signed summary transactions*
- 3. Copy Bank statements*
- 4. Supporting invoices/receipts on request Signed Dated*

Balance sheet of accounts September 202- August 2022

	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22
Opening balance	114678.27	115808.59	123658.48	113815.57	116326.03	72303.27	74714.24	73777.8	75610.08	69191.8	67488.34	65857.3
Receipts												
Bank interest	0.91	0.99	0.97	0.98	1.02	0.78	0.58	0.67	0.58	0.58	0.61	0.52
Misc	60.00	324.48		235.56			60.00	25.00	1105.00		247.00	20.00
Formula Capital			648.48							25600.73		
Food Receipts		3660.00	1370.00	895.00	255.00	440.00	220.00		20.00		20.00	20.00
Prom receipts		465.95					2295.00	180.00	15.00	15.00		
Fundraising		508.21		830.29					1038.66		330.30	
Educational trips	772.20	2159.00	2175.00	2680.00	2390.00	2130.00	2071.00			432.00	464.00	
Books									202.40			
Uniform sales	35.00	50.00	45.00	15.00	35.00	35.00	75.00	65.00	75.00	70.00	37.50	
Guitar payments						60.00	360.00		58.50		180.00	
Rock Challenge												
School show						480.00						
Leavers prom Yr13		465.95			170.00	480.00		30.00	293.69			
Hoodies							844.80	1459.20	57.60	765.15	56.00	
Yearbook										56.70		
Tanzanian												
Calculators	320	310.00	140.00	70.00	105.00	170.00	110.00	100.00	100.00	330.00	234.00	75.00
Costa Rica												
Total receipts	1188.11	7944.58	4379.45	4726.83	2956.02	3795.78	6036.38	1859.87	3260.43	27270.16	1569.41	115.52
Payments												
Misc	40.00		235.00	70.00	438.00				130.00		247.00	
Formula Capital			6484.80		45729.36					25600.73		
service fee	17.79	94.69	56.92	56.37	40.13	58.88	93.82	27.59	14.71	25.29	14.45	1.46
Food Payments					40.00		6775.00					
Prom payments			24.00						24.00	89.20	2919.00	
Fundraising			116.50		731.29					339.45		
Educational trips			970.00	1965.00		808.00	104.00		7184.00	250.00		
Books												
Uniform			240.00						216.00	264.00		
Rock Challenge												
School show						410.00			2100.00			
Leavers prom Yr13												
Hoodies			1295.14			107.93				2404.95		
Tanzanian			4800.00									
Costa Rica												
Calculators									10.00		20	
flowers				125.00								
Total Payments	57.79	94.69	14222.36	2216.37	46978.78	1384.81	6972.82	27.59	9678.71	28973.62	3200.45	1.46
Closing balance	115808.59	123658.48	113815.57	116326.03	72303.27	74714.24	73777.80	75610.08	69191.80	67488.34	65857.30	65971.36
Balance b/fwd												
Bank Interest	81.36	82.27	83.26	84.23	85.21	86.23	87.01	87.59	88.26	88.84	89.42	90.03
Misc	3230.58	3250.58	3575.06	3340.06	3505.62	3067.62	3067.62	3127.62	3152.62	4127.62	4127.62	4147.62
Service fee	-94.27	-112.06	-206.75	-263.67	-320.04	-360.17	-419.05	-512.87	-540.46	-555.17	-580.46	-594.91
Formula Capital	51565.68	51565.68	51565.68	45729.36	45729.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Payments	6137.80	6137.80	9797.80	11167.80	12062.80	12277.80	12717.80	6162.80	6162.80	6182.80	6202.80	6222.80
Prom payments	793.90	793.90	1259.85	1235.85	1235.85	1235.85	1235.85	3530.85	3710.85	3701.85	3627.65	708.65
Fundraising	3799.65	3799.65	4307.86	4191.36	5021.65	4290.36	4290.36	4290.36	4290.36	5329.02	4989.57	5319.87
Educational trips	-14765.48	-13993.28	-11834.28	-10629.28	-9914.28	-7524.28	-6202.28	-4235.28	-4235.28	-11125.28	-10943.28	-10479.28
Books	646.03	646.03	646.03	646.03	646.03	646.03	646.03	646.03	646.03	848.43	848.43	848.43
Uniform	123.50	158.50	208.50	13.50	28.50	63.50	98.50	173.50	238.50	97.50	-96.50	-59.00
Guitar Payments	1692.40	1692.40	1692.40	1692.40	1692.40	1692.40	1752.40	2112.40	2112.40	2170.90	2170.90	2350.90
Rock Challenge	-241.96	-241.96	-241.96	-241.96	-241.96	-241.96	-241.96	-241.96	-241.96	-241.96	-241.96	-241.96
School show	-477.77	-477.77	-477.77	-477.77	-477.77	-477.77	-477.77	-407.77	-407.77	-407.77	-407.77	-407.77
Leavers prom Yr13	3950.88	3950.88	4416.83	4416.83	4416.83	4586.83	5066.83	5066.83	5096.83	3290.52	3290.52	3290.52
Hoodies	-1723.83	-1723.83	-1723.83	-3018.97	-3018.97	-3018.97	-3126.90	-2282.10	-822.90	-765.30	-2405.10	-2349.10

Yearbook	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	836.70	836.70	836.70
Tanzanian	6891.00	6891.00	6891.00	2091.00	2091.00	2091.00	2091.00	2091.00	2091.00	2091.00	2091.00	2091.00	2091.00
Calculators	280.00	600.00	910.00	1050.00	1120.00	1225.00	1395.00	1505.00	1605.00	1695.00	2025.00	2239.00	2314.00
Costa Rica	920.73	920.73	920.73	920.73	920.73	920.73	920.73	920.73	920.73	920.73	920.73	920.73	920.73
flowers	-220.00	-220.00	-220.00	-220.00	-345.00	-345.00	-345.00	-345.00	-345.00	-345.00	-345.00	-345.00	-345.00
balance prior 2018	51308.07	51308.07	51308.07	51308.07	51308.07	51308.07	51308.07	51308.07	51308.07	51308.07	51308.07	51308.07	51308.07
Closing Balance at month end	114678.27	115808.59	123658.48	113815.57	116326.03	72303.27	74714.24	73777.80	75610.08	69191.8	67488.34	65857.3	65971.36

Bank rec completed 26/10/2021 14/11/2021 06/12/2021 06/01/2022 02/02/2022 04/03/2022 06/04/2022 04/05/2022 07/06/2022 04/07/2022 10/08/2022 09/09/2022
Signed L Bell - 26/10/2021 L Bell - 14/11/2021 L Bell - 06/12/2021 L Bell - 06/01/2022 L Bell 02/02/2022 L Bell 04/03/2022 L Bell 06/04/2022 L Bell 04/05/2022 L Bell 07/06/2022 L Bell 04/07/2022 L Bell 10/08/2022 L Bell 09/09/2022
Signed E Jackson - 27/10/2022 E Jackson - 14/11/2021 E Jackson - 07/12/2021 E Jackson - 07/01/2022 E Jackson - 04/02/2022 E Jackson 05/03/2 E Jackson 06/04/2022 E Jackson 04/05/20 E Jackson 07/06/20 E Jackson 04/07/2 E Jackson 08/09/ E Jackson 09/09/2022

Mrs Thomson
St Benedict's Catholic High School
Red Lonning
Whitehaven
Cumbria
CA28 8UG

Date: 03 March 2023
Please ask for: Adam Pattison
Our Ref: 2229/18/(32252)/AP
Your Ref:
T: 01900 310440
e: Adam.pattison@armstrongwatson.co.uk

Dear Mrs Thomson

St Benedict's School Fund

Armstrong Watson has examined the books and records of the St Benedict's School Fund for the year to 31 August 2022. Income and Expenditure appears to be in line with the underlying records and expenditure incurred during the year appears to have been expended in accordance with the purpose of the fund and in line with Governor's instructions.

However, we did find one fundamental issue for the year in question:

- In the past money received from the DFE was not transferred to the Budget account. This has been corrected and all money has been transferred to the correct account.

There are no other matters in respect of the maintenance of the accounting records or in the preparation of the Income and Expenditure Account.

Yours sincerely



Adam Pattison
Accounting Senior Manager
Armstrong Watson LLP

Armstrong Watson LLP
8 & 9 Europe Way
Marvejols Business Park
Cockermouth
Cumbria
CA13 0RJ

T: 01900 310440 (AW)
01900 310430 (AWFP)
F: 01900 310431

www.armstrongwatson.co.uk
www.armstrongwatsonfp.co.uk



Armstrong Watson LLP is a limited liability partnership registered in England and Wales, number OC415608. The registered office is 15 Victoria Place, Carlisle, CA1 1EW where a list of members is kept. Armstrong Watson LLP is regulated by the Institute of Chartered Accountants in England and Wales for a range of investment business activities. Unless otherwise indicated, either expressly or by the context, we use the word "partner" to describe a member of Armstrong Watson LLP or an employee of Armstrong Watson LLP in their capacity as such.

Armstrong Watson Audit Limited is registered to carry on audit work in the UK by the Institute of Chartered Accountants in England and Wales. Registered as a limited company in England and Wales, number 8800970. The registered office is 15 Victoria Place, Carlisle, CA1 1EW.

Armstrong Watson Financial Planning Limited is authorised and regulated by the Financial Conduct Authority. Firm reference number 542122. Registered as a limited company in England and Wales, number 7208672. The registered office is 15 Victoria Place, Carlisle, CA1 1EW. Armstrong Watson Financial Planning & Wealth Management is a trading style of Armstrong Watson Financial Planning Limited.

Armstrong Watson Trustees Limited is a limited company registered in England and Wales, number 84495656. The registered office is 15 Victoria Place, Carlisle, CA1 1EW.