

# Trustees Annual Report for the period 01/09/21 to 31/8/22

## Reference and administration details

**Charity Name** Marden High School Fund  
**Charity Number** 516759  
**Charity's Principal Address** Hartington Road, Cullercoats, NE30 3RZ

### Names of charity trustees who manage the charity

Trustee Name	Office	Dates
Father Adrian Hughes	Chair of Governors	01/09/21 – 31/08/22
Mr Matt Snape	Headteacher	01/09/21 – 31/08/22

**Names and Addresses of advisors** Lloyds Bank, Bedford Street, North Shields

**Senior staff involved with the charity** M. Snape (Headteacher)  
P. Hedworth (Business Manager)

## Structure, governance and management

**Type of governing document** Constitution adopted 19<sup>th</sup> July 1985

**How charity is constituted** The charity shall be administered by the Headteacher under the general oversight of the governors in accordance with the regulations issued by the Local Education Authority / Trust.

The governors may invite the co-operation of other persons with specialist knowledge or experience of the needs of the school to assist the work of the charity but such persons shall not be officers of the charity.

**Trustee selection methods** Trustees and officers of the charity shall be nominated and appointed by governors sitting on the school's Finance and Premises Sub Committee.

## Objectives and activities

**Summary of objective** To advance the education of the pupils of Marden High School by providing or assisting in the provision of educational, recreational and other charitable facilities not normally provided by the Local Education Authority.

The fund may also undertake activities which promote the charitable work of the school and further the education and advancement in life of the pupils.

### **Summary of main activities**

The focus of our activities has been on educational trips, our regular charitable fundraising events and cultural events. Students have visited the theatre, taken part in concerts and hosted / participated with visiting performing arts organisations. Students have had the opportunity to visit sites of historical and scientific interest across the UK. Students with special educational needs have taken part in enterprise and skills training.

### **Summary of main achievements of the charity during the year**

The pandemic resulted in 2020/21 being a quiet year, and there was little opportunity to fundraise for charitable causes and students did not have the usual opportunities to travel abroad or to take part in the usual range of visits and activities.

In 2021/22 as the country came out of lockdown students were able to take part in more educational activities and to organise more cultural visits and fundraising events.

Year 11 students celebrated their time at Marden High with a black-tie ball and Marden High School Fund made a contribution to that event

Next year will see more charitable events and more exciting trips and educational activities that will benefit the students of Marden High School.

## **Financial review**

### **Brief statement of the charity's policy on reserves**

As at 31.8.22 the charity held £35,081.62 in cash at the bank.

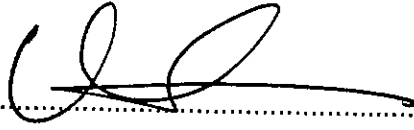
### **Details of any funds materially in deficit**

Not applicable

**Declaration**

The Trustee declares that he has approved this trustees reported prepared by Peter Hedworth, Business Manager at Marden High School.

**Signature**



**Full name**

MATT SNAPE

**Position**

HEADTEACHER

**Date**

19.6.23

**Fund name: Marden High School**

Printed on 21/09/2022 10:14 a.m.

**Account Summary for the Period: 01/09/2021 to 31/08/2022**

**Section 1**

<b>Income</b>		<b>Expenditure</b>	
Art	525.50	Art	430.90
Bank Interest & Charges	2.77	Bank Interest & Charges	0.00
Business Studies Revision Guide	170.50	Business Studies Revision Guide	94.50
Charities	3,928.80	Charities	3,763.82
Creativity Festival	1,820.00	Creativity Festival	1,783.38
Drama Theatre Trips	143.00	Drama Theatre Trips	150.00
D TEC	6.60	D TEC	0.00
Duke of Edinburgh Award Scheme	7,805.00	Duke of Edinburgh Award Scheme	6,969.83
English Dept	2,297.00	English Dept	1,490.50
Enterprise Club	225.20	Enterprise Club	57.30
France Trip	7,180.00	France Trip	4,565.00
French / German Revision Guide	157.50	French / German Revision Guide	0.00
Geography Revision Guides/Trips	500.50	Geography Revision Guides/Trips	811.90
Holy Island Trips 2022	650.00	Holy Island Trips 2022	645.00
Isle of Arran Trip	17,390.00	Isle of Arran Trip	15,296.47
Leaver Hoodie 2022	1,757.00	Leaver Hoodie 2022	1,540.00
Library	12.00	Library	0.00
Marden High School Productions	0.00	Marden High School Productions	515.70
Math Revision Guide	494.99	Math Revision Guide	1,286.56
ParentPay Charges	0.00	ParentPay Charges	1,024.50
PE DEPT	86.96	PE DEPT	0.00
Polyglot Club C Mellor	18.80	Polyglot Club C Mellor	0.00
Prom 2022	3,220.00	Prom 2022	3,056.99
Revision Guides/Trips	3,070.00	Revision Guides/Trips	2,995.00
Sch Badge & Tie	367.00	Sch Badge & Tie	0.00
School Fund	648.03	School Fund	3,436.89
Science Revision Guides	740.00	Science Revision Guides	481.90
Ski Trip 2023	22,050.00	Ski Trip 2023	14,000.00
STEMFEST	250.00	STEMFEST	246.03
Student Lockers	3,290.00	Student Lockers	186.00
Wild Oyster Project port of Blyth	168.00	Wild Oyster Project port of Blyth	165.80
Year 11 Year Book 2022	2,128.00	Year 11 Year Book 2022	1,722.90
<b>Total Income</b>	<b>81,103.15</b>	<b>Total Expenditure</b>	<b>66,716.87</b>
<b>Excess of Expenditure over Income</b>	<b>0.00</b>	<b>Excess of Income over Expenditure</b>	<b>14,386.28</b>

**Section 2**

Balance b/f 01/09/2021		Balance c/f 31/08/2022	
Cash	98.83	Cash	71.60
Cheques in Hand	0.00	Cheques in Hand	0.00
Unsettled ePayments	7.29	Unsettled ePayments	197.08
Current Account	20,857.90	Current Account	35,081.62
<b>Total</b>	<b>20,964.02</b>	<b>Total</b>	<b>35,350.30</b>

Income		Expenditure	
Movement In Period	14,386.28	Movement in Period	0.00

**Section 3**

Amount owing to the Fund at Period End		Amount owed by the Fund at Period End	
Amount received in advance for a committed expense		Valuation at cost price of Stock in Hand at period end	
<b>Total</b>	<b>0</b>	<b>Total</b>	<b>0</b>

**Section 4**

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

Treasurer <u><i>[Signature]</i></u>	Headteacher <u><i>[Signature]</i></u>
Date <u>21/9/22</u>	Date <u>21/9/22</u>

**Section 5**

**Audit Certificate**

I ~~We~~ have audited the accounts of the above Fund in accordance with Expected School Fund (guidelines). In my/our opinion, there has been reasonable management of the Fund and the above Summary of Accounts is a true representation of the state of the Fund's affairs at and its assets at that date were sufficient to meet all the liabilities of the Fund in full.

Signature of Auditor	<u>B. Hansen</u>	Date	<u>1/10/2022</u>
Financial Qualification/Experience	<u>MAAT</u>		

**Section 6**

I can confirm that I am familiar with the contents of the Guidelines 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	<u><i>[Signature]</i></u>	Date	<u>20/10/22</u>
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**SCHOOL FUND ACCOUNT AND ASSOCIATED ACCOUNTS**

**AUDIT RETURN**

**Name of School Fund**

**Marden High School- School Fund and associated accounts**

**PART A – Declaration signed by independent examiner**

I confirm that I have examined the above school accounts for the financial year 2021-22

Signed B. Harrison

Name –BEVERLEY HARRISON

Date -01-10-22

Connection to the School -NONE

**PART B-Declaration to be signed by head teacher**

I confirm that the account(s) named above have been independently examined and were presented to the school governing body for approval on 20/10/22

Signed [Signature]

Name H. SWAPE

Date 20/10/22

**Analysis of Accounts**

**(£)**

Cash accounts

35,027.55

Cash

Not Examined but included in above

Cash balances were not examined as part of the examination.

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**Please accept this record as a request and receipt for £65.00 for audit services provided.**

Contact information in event of query-

Telephone Number – 01670 623882

Mrs B Harrison  
177 Abbots way  
North Shields  
Tyne and Wear  
NE29 8LS

**MARDEN HIGH SCHOOL AND ASSOCIATED ACCOUNTS**

**PERIOD EXAMINED- 1<sup>ST</sup> SEPTEMBER 2021-31<sup>ST</sup> AUGUST 2022**

**Independent Examiner**

B Harrison

**Work Done**

- Verified all cheques to bank statements from accounts.
- Verified all income banked to bank statements from record book and deposit account
- Reconciled bank statements to receipts
- Ascertained that best audit practice has been used at all times

**Findings**

- None

**Recommendations**

- Accounts are kept to a very good standard and current practices should be maintained.

I therefore certify that the accounts provided are kept to a very good standard with a total for all accounts of £35,350.30 being the final position as at 31<sup>st</sup> August 2022 as per the account statements. This is analysed below.

Signed

*B. Harrison*

Mrs B Harrison

INVOICE

Mrs B Harrison  
177 Abbots Way  
North Shields  
Tyne and Wear  
NE29 8LS

(£)

For provision of Audit services 2021-22

Fee

65.00

Please call 01670 623882 for any problems with this invoice.

Received with thanks from Marden High School

01-10-22

NOT VAT REGISTERED