

**C.L.POTTER C.I.P.F.A.**  
**HAYLOFT COTTAGE**  
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**YORK**

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**INDEPENDENT EXAMINERS REPORT ON MILLTHORPE SCHOOL FUND**  
**FOR THE YEAR ENDED 31ST MARCH 2013**

**FINDINGS AND RECOMMENDATIONS**

<b>SUBJECT AREA</b>	<b>FINDINGS/RECOMMENDATIONS</b>
<b>PAYMENT RECORDS</b>	Very good records once again
<b>INCOME RECORDS</b>	Ditto.
<b>BANKING</b>	Income promptly banked.
<b>RECONCILIATION</b>	Regularly performed.
<b>ACCOUNTING SYSTEM</b>	RMData System - well maintained.
<b>ACCOUNT BALANCES</b>	All appear reasonable.
<b>ANNUAL ACCOUNTS</b>	Prepared from School Records.
<b>GENERAL CONCLUSION</b>	<b>Very good records as always. Nothing significant to report.</b>



11<sup>th</sup> June 2013.

**MILLTHORPE SCHOOL**  
**SCHOOL FUND ACCOUNTS FOR THE YEAR ENDED**  
**31ST MARCH 2013**

	Balances	2012/13		Notes	Balances
	B/F	Receipts	Payments		C/F
	£	£	£		£
Carlton Lodge Visit	4200	11712	15912	*	
Cycle Training		304			304
Dramatic Society	301	2092	1519		874
Leavers Hoodies		1865	1365	*	500
School Dances	3573	5225	6410	*	2388
Netball Hoodies	82	731	813		
Sponsor Day	4262	2970	4315		2917
Non Uniform Days	1824	4304	3764		2364
Other Charity Accounts	467	10	467		10
Day Visits	32	12200	12262		-30
Residential Trips	9213	63577	69846	*	2944
General Reserves	2464	6412	3074	#	5802
	<b>26418</b>	<b>111402</b>	<b>119747</b>		<b>18073</b>

Notes \* Surpluses on these Accounts have been transferred to General Reserve  
# Includes New Speaker System in Hall £2497

**BALANCE SHEET AT 31ST MARCH 2013**

	£		£
Fund Balance	18073	Yorkshire Bank	18658
Creditors	585		
	<b>18658</b>		<b>18658</b>

**IFA CERTIFICATE**

My audit has been carried out in accordance with the General Directions given by the Charity Commissioners and those of the City of York Council. I am pleased to report that I have found no irregularities and the systems and records used in connection with the Fund are accurately and punctiliously maintained. The above Final Accounts in my opinion present a true record of the transactions which have taken place.

**C.L.Potter**  
Hayloft Cottage  
Terrington  
York  
10th June 2013

**MILLTHORPE SCHOOL**  
**SCHOOL FUND ACCOUNTS FOR THE YEAR ENDED**  
**31ST MARCH 2013**

	INCOME	EXPENDITURE
	£	£
Carlton Lodge Visit	11712	15912
Cycle Training	304	
Dramatic Society	2092	1519
Leavers Hoodies	1865	1365
School Dances	5225	6410
Netball Hoodies	731	813
Sponsor Day	2970	4315
Non Uniform Days	4304	3764
Other Charity Accounts	10	467
Day Visits	12200	12262
General Reserves	6412	3074
In Year Deficit	2138	
	<b>62163</b>	<b>62163</b>

**BALANCE SHEET AT 31ST MARCH 2013**

	£	£
Fund Balance	15129	18658
Yorkshire Bank		
Creditors	585	
Trips Suspense	2944	
	<b>18658</b>	<b>18658</b>

**C.L.Potter**  
 Hayloft Cottage  
 Terrington  
 York  
 10th June 2013

**Independent Examiners Report to the Governors of Millthoepe School**  
I report on the Accounts of the School Fund for the year ended 31<sup>st</sup> March 2013 which are set out on the preceding page.

**Respective responsibilities of the Governors and Examiner**

The Charity Trustees are responsible for the preparation of the Accounts. They consider that the Audit requirements of Section 43(2) of the Charities Act 1993(the Act) as amended by s28 of the Charities Act 2006, does not apply. It is my responsibility to state on the basis of the procedures specified in the general directions given by the Charity Commissioners under Section 43(7)(b) of the Act ,as amended, whether particular matters have come to my attention.

**Basis of Independent Examiners Report**

My Examination was carried out in accordance with the general directions given by the Charity Commissioners. An Examination includes a review of the Accounting Records kept by the Charity and a comparison of the Accounts presented with these records. It also includes consideration of the unusual items or disclosures in the Accounts, and seeking explanations from you as Trustees concerning any such matters.

**Independent Examiners Statement**

In connection with my examination no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 41 of the Act : and
  - to prepare Accounts which accord with the accounting records and to comply with the accounting records of the Act

have not been met: or

- (2) to which in my opinion , attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

**C.L.Potter C.I.P.F.A**  
**Hayloft Cottage**  
**Terrington**  
**York**  
**11<sup>th</sup> June 2013.**

## Millthorpe School Fund Accounts for Year ended 31 March 2013

Account	Description	Heading	Balance B/fwd from 2012	Income	Expenditure	Year end Balance	Balance C/fwd to 2013
<b>School Activities</b>							
CARLTON	Carlton Lodge visit	Activity	4,200.00	11,832.65	14,877.44	1,155.21	0.00
CYCLE	Cycle training	Activity	0.00	304.00		304.00	0.00
DRAMA	Dramatic society	Activity	300.83	2,440.25	1,867.76	873.32	873.32
LEAVERS	Leavers Hoodies 13	Activity	0.00	500.00		500.00	500.00
LHOOD	Leavers Hoodies 12	Activity	0.00	1,365.00	1,326.00	39.00	0.00
NETBALL	Netball Hoodies	Activity	81.60	731.00	812.60	0.00	0.00
PROM 12	School Dance 12	Activity	3,573.10	1,267.00	4,588.38	251.72	0.00
PROM 13	School Dance 13	Activity	0.00	3,458.18	1,070.00	2,388.18	2,388.18
<b>Charities</b>							
CANRES	Cancer research	Charity	113.35		113.35	0.00	0.00
NONU	Non uniform days	Charity	1,823.53	5,309.09	4,769.19	2,363.43	2,363.43
OTHER	Other charity events	Charity	353.75	10.00	353.75	10.00	0.00
<b>Day Trips</b>							
LIGHTS	Drama Hall Lighting Fund	Day Trip	82.07		82.07	0.00	0.00
LWATER	Lightwater Valley school trip	Day Trip	-50.00	12,200.00	12,179.50	-29.50	0.00
<b>General Fund</b>							
RESERVES	General Reserves	General fund	2,465.46	6,435.28	3,097.92	5,802.82	6,238.89
SPONSOR	Sponsor Day	General fund	4,261.64	2,969.94	4,315.06	2,916.52	2,916.52
<b>Residential Trips</b>							
BATTLE 12	Battlefields trip 12	Trips	86.00		20.00	66.00	0.00
FRANCE 12	France trip 12	Trips	-2.96	523.32	313.00	207.36	0.00
FRANCE 13	France trip 13	Trips	0.00	12,225.00	12,210.74	14.26	14.26
GX2012	German exchange 12	Trips	1,053.89	676.23	1,677.70	52.42	0.00
GX2013	German exchange 13	Trips	0.00	5,170.00	1,249.77	3,920.23	3,920.23
MAPAR	Maths trip to Paris 12	Trips	479.49	648.40	1,044.19	83.70	0.00
PARIS	Yr 11 trip to Paris	Trips	0.00	2,900.00	3,005.88	-105.88	-105.88
POLAND13	Krakow Trip 13	Trips	0.00	16,695.00	16,803.21	-108.21	0.00
SKI12	Ski trip 12	Trips	-424.86	1,250.00	433.38	391.76	0.00
SPAIN	Valencia Trip 13	Trips	0.00	3,605.00	4,640.84	-1,035.84	-1,035.84
UNST12	Unst trip	Trips	1,300.00	550.00	1,850.00	0.00	0.00
WATER12	Watersports trip 12	Trips	6,310.50	17,998.32	24,282.01	26.81	0.00
<b>BALANCE FOR ALL ACCOUNTS</b>							<b>18,073.11</b>