

LINCOLNSHIRE COUNTY COUNCIL - EDUCATION & CULTURAL SERVICES
DIRECTORATE

ANNUAL DECLARATION OF SCHOOL FUNDS

COST CODE : S38800

SCHOOL NAME : Sutton-on-Sea Community Primary

This side of the form must be completed by every school whether a school fund exists or not.

DECLARATION BY THE HEADTEACHER

1. I confirm that I have/~~have not~~* got a school fund. (If you have a school fund please complete section 2).

2. I confirm that it is a single comprehensive school fund. The title of the bank account is :

Sutton-on-Sea County Primary School

The TYPE is : ACADEMIC

It is for the YEAR : 2024-2025

I have received and will adhere to the notes of guidance on the administration and audit of school funds issued by the Director of Children's Services (section E of the Finance Handbook).

SIGNED :  DATE: 13/2/26

DECLARATION BY THE CHAIR OF GOVERNORS

I have noted the information above. I will ensure that the Governing Body appoints a suitable auditor and I have noted that (s)he should receive your notes of guidance for school fund auditors.

SIGNED :  DATE: 13/1/26

* Delete as appropriate

NOTIFICATION OF AUDITED ACCOUNTS OF THE SCHOOL FUND

TYPE: ACADEMIC

YEAR: 2024-2025

I certify that the school fund has been maintained in accordance with the advice/ instructions given by the Director of Children's Services.

A copy of the audited statement of the fund has been passed to the Chairman of the Governors. A copy will ~~will not~~ be displayed on the school noticeboard.

The following information is a correct summary of the transactions during the accounting period:-

Balance brought forward as at	<u>01/09/2024</u>	(date)	£ <u>3325</u>
Add Receipts during the accounting period			<u>5821.02</u>
Less Payments during the accounting period			<u>322</u>

Balance carried forward as at 31/08/2025 (date) 8824.02

SIGNED  DATE: 13/01/26

DECLARATION BY THE SCHOOL FUND AUDITOR

I certify that the statement of account for the school fund for the period ending 19/2025 has been audited by me in accordance with the advice given by the Director of Children's Services and that the information shown above is correct.

SIGNED: leamathews DATE: 7.1.2026

PROFESSION: Retired School business manager

DECLARATION BY THE CHAIRMAN OF GOVERNORS

I certify that the statement of account referred to above, with the certificate of the school fund auditor attached to it, has been received by the School Governors at their meeting held on 13/1/26 (date)

SIGNED:  DATE: 13/1/26

When completed please return to: Schools Finance Team, Education & Cultural Services Directorate, Lincolnshire County Council, Newland, Lincoln, LN1 1YG.

* Delete as appropriate

Income vs. Expenditure for the Period 1.9.24 - 31.8.25

INCOME

EXPENDITURE

Uniform	£0.00	Uniform	£0.00
School Council	£0.00	School Council	£0.00
Trips	£404.00	Trips	£16.00
Misc	£769.14	Misc	£280.00
Maths Hub	£0.00	Maths Hub	£0.00
Pastoral Space	£1,300.00	Pastoral Space	£0.00
Water Bottles	£7.88	Water Bottles	£0.00
Bank Fees	£0.00	Bank Fees	£26.00
Arts Grant	£1,000.00	Arts Grant	£0.00
Multiply Champions	£2,000.00	Multiply Champions	£0.00

TOTAL INCOME	£5,481.02	TOTAL EXPENDITURE	£322.00
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SURPLUS (+) OR DEFICIT (-)	£5,159.02
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Balance Carried Forward as at 1/9/24

	CASH	BANK	TOTAL
Balance brought forward as at : 1/9/24	£0.00	£3,325.00	£3,325.00 ✓
Add Total Income during period	£0.00	£5,821.02	£5,821.02 ✓
Less Total Expenditure during period	£0.00	£322.00	£322.00 ✓
Balance carried forward as at : 31/8/2025	£0.00	£8,824.02	£8,824.02 ✓

exam.

RECONCILIATION REPORT

09/12/2025

<u>Card Account</u>	<u>Amount</u>
Uniform	£216.65
School Council	£253.42
Trips	£1,249.48
Misc	£2,322.59
Maths Hub	£500.00
Pastoral Space	£1,300.00
Water Bottles	£7.88
Bank Fees	-£26.00
Arts Grant	£1,000.00
Multiply Champions	£2,000.00
TOTAL - ACCOUNT BALANCES	£8,824.02

REPRESENTED BY :

BANK - Current Account	£8,824.02
BANK - Deposit Account	£0.00
BANK - Other Account	£0.00
CASH in Hand	£0.00

TOTAL - CASH AND BANK BALANCES	£8,824.02
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CERTIFICATION SHEET

CERTIFICATION OF HEADTEACHER	BALANCES STATEMENT						
I certify that the above is a complete summary of the transactions of the School Fund for the year ending: <u>2024/2025</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Bank Account(s)</td> <td style="width: 40%; text-align: right; border-bottom: 1px solid black;">£8,824.02</td> </tr> <tr> <td>Cash in Hand</td> <td style="text-align: right; border-bottom: 1px solid black;">£0.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right; border-bottom: 1px solid black;">£8,824.02</td> </tr> </table>	Bank Account(s)	£8,824.02	Cash in Hand	£0.00	Total	£8,824.02
Bank Account(s)	£8,824.02						
Cash in Hand	£0.00						
Total	£8,824.02						
Headteacher							
<u>13.2.26</u> Date							

CERTIFICATION OF CHAIR OF GOVERNORS	BALANCES STATEMENT						
I certify that the above is a complete summary of the transactions of the School Fund for the year ending: <u>2024/2025</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Bank Account(s)</td> <td style="width: 40%; text-align: right; border-bottom: 1px solid black;">£8,824.02</td> </tr> <tr> <td>Cash in Hand</td> <td style="text-align: right; border-bottom: 1px solid black;">£0.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right; border-bottom: 1px solid black;">£8,824.02</td> </tr> </table>	Bank Account(s)	£8,824.02	Cash in Hand	£0.00	Total	£8,824.02
Bank Account(s)	£8,824.02						
Cash in Hand	£0.00						
Total	£8,824.02						
Chair of Governors							
<u>13/1/26</u> Date							

AUDIT CERTIFICATE
I have examined the above income and expenditure statement with all the books, vouchers and other accounting records relating thereto and have obtained all the information and explanations I have required. I certify that in my belief the income and expenditure statement gives a true and fair view of the income and expenditure for the period ending: <u>1.9.2024 - 31.8.2025</u> according to the best of my information and to the explanations given to me and shown by the books of the School Fund.
School Fund Auditor
<u>7.1.2026</u> Date