

St Joseph's School Association SJSA
CHARITY NUMBER 286432
YEAR ENDED 31 August 2019

Bankers

Barclays
Sort Code 20-69-15
Account No. 93668363

CashPlus (Opened March 2020)
Sort Code 08-71-99
Account No. 07371329

THE CHARITY

St Joseph's School Association constitution was adopted in 1981. The Charity was registered with the Charity Commission on 1981 under registration number 286432.

OBJECTIVES

The objectives of the charity are as follows:

To advance the education of pupils in the school in particular by: developing effective relationships between the staff, parents and others associated with the school;

Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trustees are appointed at the annual general meeting (AGM) which is held during the autumn term by its members.

TRUSTEES

T Gorman (appointed 11 December 2019)
K Kirchner (appointed 11 December 2019)
C Tavares (appointed 11 December 2019)
L Hillebrand-Measures (appointed 11 December 2019)
K Husain (appointed 11 December 2019)

RESERVES POLICY

The Trustees agree to a reserves policy of £1500, which is equivalent to one year's administration. The balance of funds above this amount will be taken forward and allocated for future projects

CHAIR'S REPORT

Dear Members

As always it has been a very busy year at St Joseph's, and we hope the SJSA has helped to make the school an inclusive, happy and fun community.

The 2018/19 school year was again successful, raising funds of **£133,946.91**.

This fantastic fundraising achievement reflects the SJSA committee members' hard work organising a wide range of events and activities at school. Raising such a large sum of money represents a huge joint effort between staff and parents. It demonstrates our parents' and members' generosity to allow the SJSA to provide resources to enhance the education of the children.

Through its events, the SJSA tries to engage a wide audience and to raise money from as many sources as possible. The strength of the St Joseph's community is an important part of the children's primary schooling. Many parents past and present say that this community focus is what makes the school outstanding for them.

The funds raised last year paid for enhancements including sports and music teachers, making these extra-curricular subjects possible. SJSA funds also improved technology at school through the purchase of new tablets and whiteboards for the classrooms.

Each year the school faces tightening financial constraints. As St Joseph's receives one of the very lowest levels of local government (LEA) funding in Westminster, the SJSA has an essential role in supporting extra-curricular activities at school, which we can only do through our generous donors and volunteers. **We would like to thank each and every one of our parents and teachers for their generous contributions of money and time.**

We also would like to thank our past Chair Anna Torri and dedicated Treasurer of many years Marc Lupianez, who are both leaving due to their children moving on to secondary school from St Joseph's.

SJSA Developments

During the year it became apparent that the SJSA needs to run with a more transparent and structured approach. With this in mind, the Trustees decided to address several areas – communication, budgeting, policies, transparency and regulations – all with the single end goal of encouraging parents' enthusiasm for fundraising and attending events, to continue to raise money for our children.

Following the year end, we have begun to make several changes. To help all executive committee members be aware of the responsibilities of their roles, we ask them all to read a Charity Commission booklet – 'essential guide for trustees' as a starting point for 'best practice' in their roles. This enhances decision making, helps define each role and improves members' enthusiasm for volunteering.

At the AGM in December 2019 we replaced the constitution drafted in 1981 with the Parentkind model constitution, pre-approved by the Charity Commission (the Government's charity regulator). The AGM was attended by 36 parents who approved the new constitution unanimously and 49 messages by email of agreement from parents who could not attend. The resounding focus of all our efforts will be to fulfil our charitable objectives.

Following these changes, the SJSA now manages its finances independently and has a new bank account. We hold regular budget meetings to decide on spending during the year and the new constitution helps the SJSA run in a more modern way.

Communication and Engagement

We will have a new website linking from the main school website, (when ready the URL will be sjsa.family and emails will have the extension @sjsa.family). There will be adjustments to the other communications to make the SJSA's voice clearer, including a Welcome letter introducing the SJSA to all new parents. Longer term we hope to incorporate a parent portal for tailored online payments and volunteer support, as well as a 'talent bank'/database for us to assess how parents' skills and time can be best put to good use.

Conclusion

As we now approach the end of the 2020 school year, St Joseph's has been closed for all children for almost a whole term. Sadly, the school entered lockdown on 20th March 2020 which was the day before our biggest fundraiser, the annual Auction. While the event had to be postponed, we have launched a passive fundraising programme using [Amazon Smile](#) and [easyfundraising](#) and invite you to signup – at no cost - if you haven't done so already. Even though it is currently unclear exactly when school life will move back to normal, we look forward to working with the school community in 2020/21 to continue to enhance life at St Joseph's.

The Trustees and I wish you and your families and healthy and happy summer.

St Joseph's School Association SJSA
 CHARITY NUMBER 286432
 YEAR ENDED 31 JULY 2019

Treasurer's Report

The following data was compiled by the Schools Administrative & Finance Assistant, Mrs. Sue Harrington and St Joseph's Headteacher and SJSA Trustee, Mrs. Kate Husain. The Treasurer was Mr. Marc Lupianez. The current Trustees took office on 11 December 2019 and have therefore not reviewed the Charity's financial information Accounts prior to this date. The Accounts were Audited by Robert Harwood A.C.M.A.

Receipts	2019	2018
Fundraising	£115,370.27	£110,264.31
Sponsorship/ Other Donations	£17,762	£20,163.00
Bank Loyalty Fees	£31.22	
<i>Payments (Received in error)</i>	<i>£783.42</i>	<i>£438.00</i>
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	£133,946.91	£130,865.31
 Expenditure		
Expenditure on Charitable Activities	£31,686.34	£22,465.68
Pupil Enrichment	£363.40	£3,642.03
School Resources	£2,141.54	£140.53
Westminster Council Delegated Budget	£100,000 (Music & Sports Provision)	£75,000
Bank Charges	£141.35	£ -
<i>Payments (Received in error) Returned</i>	<i>£783.42</i>	<i>£438.00</i>
Accountant	£625.00	£625.00
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	£137,741.05	£102,829.24
 Net Receipts		
	£1,794.14	£28,036.07
B/F 2018	£101,418.42	£73,387.80
B/F 2018 Petty Cash	£15.41	£9.96
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	£99,639.69	£101,418.42

Carried Forward

Statement of Assets & Liabilities at August 2019

Statement of Assets & Liabilities at August 2018

Barclays Account	£99,637.51	£101,418.42
Petty Cash Box	£2.18	£15.41
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	£99,639.69	£101,433.83

Changes in overall Assets Year on Year

	£	£	
2011	105,651.00		
2012	81,589.00	(24,062.00)	(23%)
2013	52,900.00	(28,689.00)	(35%)
2014	72,147.00	19,247.00	36%
2015	122,215.00	50,068.00	69%
2016	124,362.00	2,147.00	2%
2017	73,398.00	(50,964.00)	(41%)
2018	101,418.00	28,020.00	38%
2019	99,637.51	71,617.51	38%

St Joseph's RC Primary School Association
 Registered Charity Number 286432
 Year Ended 31st August 2019

<u>Receipts</u>	£	<u>Expenditure</u>	
Harvest Reception	£950.00	Harvest Reception	£979.88
Winter Gala	£8,931.30	Winter Gala	£858.34
Readathon	£14,945.77	Readathon	£18,806.46
Auction	£78,203.30	Auction	£5,573.58
Xmas Products	£1,673.50	Christmas Products	£998.47
Summer Fair	£9,858.10	Summer Fair	£2,406.17
School Events	£340.30	School Events	£1,147.71
	<u>£114,902.27</u>		
<u>Sponsorship/Donations</u>		Education Enrichment	£229.44
Chestertons	£9,000.00	Travel SEN	£242.00
Parents	£1,950.00	Accountant	£625.00
CAF	£1,450.00	WCC Delegated Budget	£100,000.00
Charities Trust	£5,324.00		
Donation Overpayment	£38.00		
	<u>£17,762.00</u>		
<u>Miscellaneous</u>		Payment wrong account	£783.42
Payment wrong account	£783.42	Bank Commission	£141.35
Bank reward	£31.22	School Banner	£936.00
School Banner cost	£468.00	Petty Cash	£2,000.00
	<u>£1,282.64</u>		
Total	<u><u>£133,946.91</u></u>		<u><u>£135,727.82</u></u>
			<u><u>-£1,780.91</u></u>

St Joseph's RC Primary School Association
 Registered Charity Number 286432
 Year Ended 31st August 2019

Petty Cash Breakdown 2018-2019

B/F	£15.14	
Petty Cash	£2,000.00	<hr/>
		£2,015.14

Monthly

September	£44.20	
October	£87.35	
November	£124.90	
December	£230.86	
January	£36.99	
February	£22.65	
March	£45.92	
April	£65.80	
May	£110.04	
June	£145.62	
July	£1,098.90	<hr/>
August		£2,013.23
B/F		£2.18

Expenditure

Laundry	£378.04
School Requirements	£199.37
Auction	£243.92
Summer Fair	£699.49
School Events	£492.41
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	£2,013.23