

**St Joseph's School Association SJSA (the "Charity")**

**CHARITY NUMBER 286432**

**YEAR ENDED 31 August 2020**

**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 in 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 pupil

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

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

**TRUSTEES**

- T Gorman (*appointed 11 December 2019*)
- K Kirchner (*appointed 11 December 2019, ceased to be a Trustee and member at start of following school year on 3 September 2020*)
- C Tavares (*appointed 11 December 2019, ceased to be a Trustee and member at start of following school year on 3 September 2020*)
- L Hillebrand-Measures (*appointed 11 December 2019*)
- K Husain (*appointed 11 December 2019, didn't stand for reappointment and ceased to be a Trustee on 6 October 2020*)
- C Anderson (*appointed following financial year-end on 6 October 2020*)
- A Kauppinen (*appointed following financial year-end on 6 October 2020*)
- S Boukhalil (*appointed following financial year-end on 6 October 2020*)

**RESERVES POLICY**

The Trustees agree to a reserves policy of £2,500, 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 for the period (1 September 2019 to 31 August 2020)**

While the Covid-19 pandemic hit in March 2020, the year started very well and we had a strong and supportive team at the helm. We held all our regular fundraising activities for the first part of the year and even added a new one.

The new event was a Fitness Funday. It was a great success in that all participants had lots of fun while getting fit and the weather was gorgeous so we could make the most of our outdoor space. The SJSA spent the money raised on sports equipment which Coach Grant, our resident sports leader, proposed was needed – hockey kit, new football nets, balls, bats, bibs and a basketball hoop. It was great to raise money for a specific cause in this way, a big bonus for the much loved PE lessons. The money was combined with some funds carried over from the Auction in March 2019 where certain parents allocated funds for this worthy sports cause.

Our Winter Gala was a Carnival-themed night which included a Samba band and dancers. The organisers excelled themselves, and it was a fabulous night. Sadly, by March 2020 the world's focus was changing. Our planned Auction, which had already incurred a lot of work and planning, was postponed by a vote of the members the week before it was due to be held (21<sup>st</sup> March). As it later turned out, schools across the UK had to close on 20<sup>th</sup> March. It was such a huge shame and a big blow to our finances as this is always our biggest fundraiser of the year. The SJSA was able to subsequently raise money from some of the donated items, such as the class artworks (sold later during this financial year) and gifts from local businesses (totalling approx. £9,000 and sold after the financial year end). In total, £38,339 was raised during the financial year, compared to £133,947 in the prior year.

With reserves carried over from the previous year, SJSA managed to commit to historic levels of support for the school, donating £25,000 per quarter during the financial year. In addition to these core donations, on which St Joseph's relies to support educational enrichment including music and sport teaching, the SJSA also contributes where possible towards smaller items requested by the school during the year, such as Easter Eggs, school prizes and the leavers' party/yearbook.

Each year, the school has faced increasing financial constraints. As a school with one of the lowest pro-rata rates of funding from the Local Educational Authority (Westminster), the SJSA's role becomes even more important. Thanks to our generous local business and parent donors, and all our parental, extended family and teacher volunteers we can continue to provide support to St Joseph's.

The Trustees would like to thank our past Vice Chair Kim Kirchner and Treasurer Dede Tavares whose children left the school from September 2020. Liliana Hillebrand-Measures will also be handing over the reins as secretary but will continue to help us with necessary admin to run the SJSA which we really appreciate. Behind the scenes these Trustees worked super hard to promote and structure the SJSA and put many, many hours into making it the more structurally robust charity that it is today. Finally, I am sad to say that after seven years working closely with the SJSA, and two years as Chair, my children are reaching the upper years of the School and so I have decided to stand down at the Autumn Term 2021 AGM. This will allow an orderly handover to new parents of younger children to take the SJSA forward.

**Thanks to all our gracious, helpful and generous parents for their time and money in helping the SJSA reach its targets to support the school.**

Tessa Gorman, Chair  
June 2021

**Charity No 286432**

**ST JOSEPH'S SCHOOL ASSOCIATION SJSA**

**ACCOUNTS**

**FOR THE YEAR ENDED 31 AUGUST 2020**

**LPS Livingstone**  
Chartered Accountants

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**St Joseph's School Association SJSA**  
**CHARITY NUMBER 286432**  
**Report of Independent examination**

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This report on the accounts of St Joseph's School Association for the year ended 31 August 2020, which are set out on pages 2 to 5 below, is in respect of an examination carried out in accordance with the Charity Commission's general directions set out in their publication CC32, "Independent Examination of Charity Accounts: Examiners' Guide", as required by "PCC Accountability 5th Edition", published by Church House Publishing.

**Responsibilities of trustees and examiner**

The members of the LCC, as trustees, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

- Examine Accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the general directions given by the commission under section 145(5)(b) of the 2011 Act
- State whether particular matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

**Independent examiner's 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 130 of the 2011 Act and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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 .



**S Ahmed ACA FCCA**  
**LPS Livingstone**  
**Chartered Accountants**

Date: 13/07/2021  
**Sunley House**  
**Olds Approach Tolpits Lane**  
**Watford WD18 9TB**

**St Joseph's School Association SJSA**  
**CHARITY NUMBER 286432**  
**Statement of Financial Activities**

	<b>2020</b>		<b>2019</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>RECEIPTS</b>				
Fundraising	29,381.81		115,370.27	
Sponsorship/ Other Donations	7,939.94		17,762.00	
Bank Loyalty Fees	17.58		31.22	
Coronus Charity Cheques	1,000.00		-	
Payments (Received in error)	-		783.42	
		38,339.33		133,946.91
<b>PAYMENTS</b>				
Expenditure on Charitable Activities	14,007.63		31,686.34	
Pupil Enrichment	369.91		363.40	
School Resources	71.86		2,141.54	
Westminster Council Delegated Budget	100,000.00		100,000.00	
Bank Charges	148.25		141.35	
Payments (Received in error) Returned	-		783.42	
Accountant	650.00		625.00	
		115,247.65		135,741.05
<i>Net movement in fund (Receipts minus Payments)</i>		<u>(76,908.32)</u>		<u>(1,794.14)</u>
<b>RECONCILIATION OF FUNDS :</b>				
<i>Surplus/( Deficit)</i>		(76,908.32)		(1,794.14)
<i>Brought Forward</i>		99,637.51		101,418.42
<i>Brought Forward</i>		2.18		15.41
<i>Petty Cash Box</i>		516.48		-
		<u>23,247.85</u>		<u>99,639.69</u>
<b>STATEMENTS OF ASSETS AND LIABILITES :</b>				
<i>Barclays Account</i>		15,579.25		99,637.51
<i>Cashplus</i>		7,149.94		-
<i>Petty Cash Box</i>		518.66		2.18
		<u>23,247.85</u>		<u>99,639.69</u>

**St Joseph's School Association SJSA**  
**CHARITY NUMBER 286432**  
**Changes in overall Assets Year on Year**

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Changes in overall Assets Year on Year

Year	£	£	
2011	105,651.00		
2012	81,589.00	(24,062.00)	(0.23)
2013	52,900.00	(28,689.00)	(0.35)
2014	72,147.00	19,247.00	0.36
2015	122,215.00	50,068.00	0.69
2016	124,362.00	2,147.00	0.02
2017	73,398.00	(50,964.00)	(0.41)
2018	101,418.00	28,020.00	0.38
2019	99,637.51	(1,780.49)	(0.02)
2020	15,629.26	76,908.32	(0.78)

St Joseph's School Association SJSA  
 CHARITY NUMBER 286432  
 Detailed Receipts and Expenditures

<u>Receipts</u>	£
Harvest Reception	690.00
Winter Gala	9,600.50
	-
Virgin Readathon	7,416.51
Chestertons Readathon Prizes	329.98
Auction 2020	8,323.57
Christmas Products	1,171.50
Virgin Fun day	1,643.75
Summer Fair	
Used School Uniforms	206.00
	<u>29,381.81</u>
<u>Sponsorship/Donations</u>	
Parent Donations	3,314.05
Charities Trust	4,610.00
Easyfundraising	15.89
	<u>7,939.94</u>
<u>Miscellaneous</u>	
Coronus Charity Cheques	1,000.00
Bank reward	17.58
	<u>1,017.58</u>
Total	<u>38,339.33</u>

<u>Expenditure</u>	£
Harvest Reception	836.39
Winter Gala	651.00
Readathon 2018-2019	309.98
Virgin Readathon	3,966.82
Chestertons Readathon Prizes	329.98
Auction 2020	150.00
Christmas Products	774.44
Virgin Fun day	2,969.02
Summer Fair	1,590.00
	<u>11,577.63</u>
Education Enrichment	369.91
Charities Christmas Giving	330.00
Westminster Cathedral Donation	100.00
WCC Delegated Budget	100,000.00
	<u>100,799.91</u>
Coronus Charity Cheques	1,000.00
Bank Commission	148.25
Accounting Fees	650.00
School Resources	71.86
Petty Cash	1,000.00
	<u>2,870.11</u>
Total	<u>115,247.65</u>



**St Joseph's School Association SJSA**  
**CHARITY NUMBER 286432**  
**Detailed Receipts and Expenditures**

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Petty Cash Breakdown 2019-2020

B/F	2.18	
Petty Cash	<u>1,000.00</u>	
		1,002.18

**Monthly Payments**

September	29.90	
October	131.20	
November	123.73	
December	19.50	
January	81.79	
February	-	
March	50.60	
April	-	
May	-	
June	16.80	
July	<u>30.00</u>	
		483.52

**Expenditure Analysis**

Laundry	231.64
School Requirements	251.88
	<u>483.52</u>

B/F	<u>518.66</u>
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