



Trustees' Annual Report for the period

Period start date			Period end date		
1	September	2017	31	August	2018
From			To		

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Brigid Judson	Chair		
2	Lia Coppock	Deputy Chair		
3	Erica Price	Treasurer		
4	Kelly Harland			
5	Hannah Attwell			
6	Alison Albrecht			
7	Katherine Jarrett			
8	Becky Boulton			
9	Emma Campbell			
10	Amanda Keer			
11	Mary Loftus			
12	Claire Mangan			
13	Ruth Trevithick			
14	Sally Westley			
15	Sylvia Ziaja			
16				
17				
18				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
The parents, guardians or carers of any pupil currently attending the school as well as teaching and non-teaching staff currently employed by the school are all members of the PTA (Association). Committee Members are selected from this group and are the Trustees of the Charity.	

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution adopted 1 May 1969 and amended on 11 January 2016 to reflect the PTA-UK model constitution (November 2011)

How the charity is constituted
(eg. trust, association, company)

The Association is a parent teacher association which consists of a minimum of 2 committee members / trustees.

Trustee selection methods
(eg. appointed by, elected by)

Committee members (the trustees) shall be elected at the AGM and shall hold office until the next AGM

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives of the Association are 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; and
- Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The focus of our activities remains the enhancement of facilities for the St Mary's children through fundraising activities.

We cover the full age range and look to have an even spend on year groups where possible. Most items cover the whole school and therefore all children are able to benefit from the contributions.

We hold a mixture of events for children and parents throughout the year. These are a combination of social and fund raising activities.

We aim to provide additional facilities that are not included within the school budget which will enrich the children's learning experience; as well as organise social events for children and their families

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- Contribution made by volunteers.

The success of the PTA would not be possible without the many hours the Trustees and ordinary members spend organising and assisting with PTA events. A big thank you to them and those who supported our events by attending.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We started in September with the Family Fun Day to welcome new and existing parents and pupils back. The fun continued with a Comedy Night and Boden Shopping Event for the parents.

As we approached December, we held the Christmas fair, our biggest fund raiser of the year. This was supported with sales of Calendar, Christmas Cards and other festive items. The children and parents alike celebrated the end of term with a visit to the panto

The two main fundraising activities in the Spring Term were the annual Quiz Night for the parents and a series of Discos for the children.

The Summer term saw Dads from each year group battle for victory in a Football Tournament. We ended the school year celebrating 50 years of St Marys' with a Summer Ball, including a Raffle and Auction.

The other fundraisers during the year have been possible through donations from parents - second hand uniform sale, Bags2School and easy fundraising. We have also benefited from corporate sponsorship.

An amazing year of fundraising meant we were able to give **£41,639¹** to the school. This money was for the following items

- Class budgets: **£3,750**. Each class receives £250 for the teacher to spend on items to enhance the learning environment and experience of the children.
- Upgrade to the throughout the school Wi-Fi - **£10,000**
- Purchase of new Dell laptops - **£25,000**
- Music fund (strings project) - **£1,600**
- The up keep and insurance on the mini-bus - **£1,172**
- Rosary bead for Reception pupils - **£117**

Section E

Financial review

Brief statement of the charity's policy on reserves

We do not have any recurring expenditure commitments that require us to accumulate reserves for unforeseen events. We raise funds to spend on projects and facilities for the benefit of the children at St Mary's Catholic Primary School. We only make expenditure commitments when we have the cash to do so. The majority of funds raised in the year are spent during the year or held for the following year where a major or heritage project is planned.

¹ A £1,000 matched giving donation from HSBC was paid direct to the school voluntary fund so does not show in the PTA receipts and payments.

Details of any funds materially in deficit

Not Applicable

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The balance at the start of the year was **£22,970**

Money raised during the year amounted to **£72,278** which can split;

-
- **£64,070 Events** and sales of Christmas merchandise
- **£4,255 Donations**
- **£3,098 Fundraising** through corporate sponsorship, matched giving, the sale of second hand uniform and donated clothes (Bags to School) as well as 'Easy Fundraising'
- **£856** of unallocated payments, the largest of which was £604.80 incorrectly paid to the PTA

Total expenditure on PTA activities and overheads was **£38,317**

During the term payments to the school amounted to **£40,639**

The balance at 31 August was **£16,294**

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

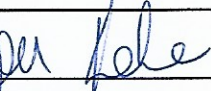
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

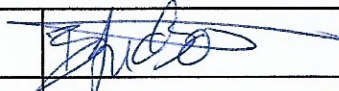
Position (eg Secretary, Chair, etc)

Date



NORA KENOE

TREASURER



BRIGID JUDEON

CHAIR

27/6/2019



The St Mary's Parent Teacher Association

3124/6

Receipts and payments accounts

CC16a

For the period from

01-Sep-17

To

31-Aug-18

Section A Receipts and payments

Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £

A1 Receipts

PTA Overheads	857	-	-	857	-
Year 6 Receipts	-			-	-
AUTM - Family Fun Day	8,523	-	-	8,523	6,165
AUTM - Parents Social	1,797	-	-	1,797	2,222
AUTM - Boden Night	279	-	-	279	-
XMAS Cards	3,085	-	-	3,085	3,195
XMAS - Calendar / Programme	5,489	-	-	5,489	1,461
XMAS - Panto	8,083			8,083	-
XMAS - Pud	-			-	82
XMAS - Fair	14,226			14,226	11,873
SPNG - Quiz	1,749			1,749	1,924
SPNG - Kids Event	1,136			1,136	1,236
SUMR - Dad's Football	462			462	-
SUMR - Summer Social	19,241			19,241	1,788
MISC - St Christopher's Collection	-			-	206
GIFT - Donation	200			200	250
GIFT - Subs	4,015			4,015	3,575
GIFT - Path of Friends	40			40	20
FUND - Bags to School	436			436	552
FUND: Easy Fundraising	295			295	276
FUND - Sponsorship	-			-	2,450
FUND - £4£	1,250			1,250	1,500
FUND - Uniform	1,117			1,117	683
Sub total(Gross income for AR)	72,280	-	-	72,280	39,458

A2 Asset and investment sales, (see table).

Sub total	-	-	-	-	-
Total receipts	72,280	-	-	72,280	39,458

A3 Payments

Paid to the school	40,639	-	-	40,639	28,485
PTA Overheads	1,389	-	-	1,389	2,212
Year 6 Payments	120			120	484
AUTM 1 - Family Fun Day	4,128	-	-	4,128	3,450
AUTM 2 - Parents Social	1,322			1,322	1,165
CCXX R1 accounts (SS)		1			27/06/19

AUTM 3- Boden Night	21			21	-
XMAS Cards	2,226			2,226	2,289
XMAS - Calendar / Programme	2,320			2,320	960
XMAS - Puds	-			-	146
XMAS - Panto	6,815			6,815	-
XMAS - Fair	3,144			3,144	2,371
SPNG - Quiz	711			711	850
SPNG - Kids Event	556			556	403
SUMR - First Holy Communion	277			277	-
SUMR - Dad's Football	116			116	
SUMR - Summer Social	10,868			10,868	966
Paid in 16/17 for FFD 17/18	-			-	470
MISC- prev yr events refunded in current yr	-			-	109
MISC- Donation to St Christophers from 16/17	206			206	
GIFT - Subs	4,015			4,015	3,575
GIFT - Path of Friends	-			-	-
MISC-Deposit for post year end events	84			84	-
Sub total	78,956	-	-	78,956	47,935

A4 Asset and investment purchases, (see table)

	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-

Total payments	78,956	-	-	78,956	47,935
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Net of receipts/(payments)	- 6,676	-	-	- 6,676	- 8,477
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A5 Transfers between funds		-	-	-	-
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A6 Cash funds last year end	22,970	-	-	22,970	25,328
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Cash funds this year end	16,294	-	-	16,294	16,851
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Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at Bank (as of 31-Aug-18)	16,294	-	-
		-	-	-
		-	-	-
	Total cash funds	16,294	-	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-


B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Storage Container		-	-
Cooler on wheels		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	BRIDGET JUDSON	27/6/19
	NORA KEHOE	27/6/19



Section A

Independent Examiner's Report

Report to the trustees/
members of

The St Mary Parent and Teacher Association

On accounts for the year
ended

31 August 2018

Charity no
(if any)

312476

Set out on pages

1 - 5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended 31/09/2018.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation
of the accounts in accordance with the requirements of the Charities Act
2011 ("the Act").

Independent
examiner's statement

I report in respect of my examination of the Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have
come to my attention (~~other than that disclosed below~~) in connection with
the examination which gives me cause to believe that in, any material
respect:

- accounting records were not kept in accordance with section 130 of
the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection
with the examination to which attention should be drawn in order to enable a
proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

25/6/2019

Name:

RONALD JAMES HUGGETT

Relevant professional
qualification(s) or body
(if any):

ACIB Dip FS

Address:

19 SANDERSTEAD HILL

SOUTH CROYDON

SURREY CR2 0HD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE