

**ST DOMINIC (RC) PRIMARY SCHOOL (HARPENDEN)
PARENT TEACHER ASSOCIATION**

**TRUSTEES ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022**

Registered Charity Number: 1038633

**ST DOMINIC (RC) PRIMARY SCHOOL (HARPENDEN)
PARENT TEACHER ASSOCIATION**

**TRUSTEES ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022**

The Committee present their report for the year ended 31st August 2022.

The Trustees of the Committee were:

President:	Clare O'Sullivan
Chair:	Victoria McDermott
Treasurers:	Brian O'Connell & Richard Stones

The other members of the Managing Committee during the year were:

Vice Chair	Victoria Hand
Secretary	Rebecca Kilner
Teachers' Representative	Mrs. Corcoran
Nursery	Louise Donnaghey, Rachel Slack, Caroline Angus
Reception	Nadine Stones, Kerrie Davies, Shanna Adams
Year 1	Harriet French, Kate Bacon, Elizabeth Whatnall
Year 2	Melissa Cleary, Mairide Musgrave, Estelle Cleary, Amanda Sinclair
Year 3	Sally Faiz, Rachel Hall, Nadine Luder
Year 4	Elaine Durno, Claire Ward, Aya Wrenn, Anna Gillham
Year 5	Jess Thompson, Andrea Durden, Vicky Ahmed, Sunjit Fernandez
Year 6	Cleo Maher
Uniform	Clare Roberts
2 nd hand uniforms	Caroline McCoy

The president of the Committee is the Head Teacher of the School. Other members of the Managing Committee are elected or appointed on an annual basis. Only members of the Parent Teacher Association can be elected. The officers are elected at the Annual General Meeting, which is held in the autumn term.

The Charity's governing instrument is its constitution as amended on 14th March 2011, 31st October 1996 and 24th March 1994. The charity is registered with the Charity Commission, number 1038633. The charity's address is St. Dominic RC Primary School, Southdown Road, Harpenden, Hertfordshire AL5 1PF.

Objects, Organisation and Activities

The charity is established to advance the education of the pupils in the school. The charity is organised as an independent association of parents or guardians of any children currently attending the school. The activities of the Association are those which:

- Extend relationships between the staff, parents and others associated with the school.
- Support the school and advance the education of the pupils attending it.
- Provide and assist in the provision of such facilities or items for education at the school (not provided from statutory funds) as the committee in consultation with the Governing Body shall from time to time determine.

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Review of Progress and Achievements

Chair's Letter

In the last two years, 2020/2022, of being the chair of the PTA I have adhered to my original intention of creating a better school community, welcoming new events and participating in as many fundraising activities as possible. I could not have done such a mammoth task without the support from a fantastic committee team and the guidance of previous committee members. It has rekindled my belief that if we work together we can achieve great things, which we most definitely have.

The PTA is run solely on a voluntary basis and I appreciate every minute that has been donated to fulfilling some much needed funds for the school. In particular I would personally like to thank Victoria Hand, Brian O'Connell, Rebecca Kilner and Richard Stones who have negotiated their way through the past two years commendably, I couldn't have done it without you all!

I would also like to thank all the class reps, sub committees and the teaching staff who have amicably worked in collaboration with our ideas and those of others, to bridge the channels of communication between the parents and the school.

We have been inundated with new ideas and events that have encompassed what the PTA represents and have raised a phenomenal amount of £31,878

The highlights for me have been many including the opening of the running track and the summer fair, however what has been more profound is how people have pulled together, in sometimes difficult circumstances and still produced a contribution that they can all be proud of.

A full financial breakdown of all fundraising efforts during 2021/22 can be found at the end of this report. In summary, the events raised £31,878, fundraising items /sales raised £5,469, the commissions raised £2,485, match funding raised £500 and the Harpenden trust very kindly donated £10,000.

What we have spent or are planning to spend this year will be outlined in the President's letter, part of the funds raised will be used for a new screen in the main hall, a much needed 'tug of war rope' and some new athletics tops.

As we move forward and welcome the new committee and chair, lets continue to develop positive relations between both parents/teachers and the local community.

Good luck to Nadine, Elizabeth, Kitty, Richard and Helen.

Victoria McDermott

September 2022

**ST DOMINIC (RC) PRIMARY SCHOOL (HARPENDEN)
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President's Letter

Annually, the PTA makes a significant contribution towards helping us provide resources for our pupils and we are exceptionally proud of the PTA's success in fundraising during the last academic year. 2021-2022 was another extraordinary year that presented many challenges for schools and families, but our PTA team once again went above and beyond in their creativity and enthusiasm during the Covid pandemic to keep parents and children engaged in the activities that they organised.

All of our events saw great fun had by all, and were very much appreciated by the school, the children, the parents and the local community. The fundraisers were varied and included events such as the Halloween trail and the Book Week fundraising initiative. The Christmas Fair featured an enchanting outdoor grotto, and it was lovely to finish the year with the return of the traditional summer fair which brought the community together.

Thanks to the monies raised, we were able to fund several big projects/schemes such as the provision of new reading books and new outdoor EYFS play equipment as well as the completion of the running track. We were also able to provide our children with enriching experiences, such as poetry workshops and author visits where literacy was brought to life for our pupils.

Looking ahead to 2022-23, the school will need to purchase new ICT devices as it continues to transition towards being cloud-based. Whilst the library is now well stocked with a diverse array of new books, we would like to go further in our promotion of reading through providing each class with an individual fund for their own classroom libraries. It is important that we utilise the spaces we have in school and as the mobile unit roof has now been fixed, we would like to transform one of the classrooms into an art and design room – a space designed to spark creativity.

As a team, the PTA has not just provided the school with material things but has given the precious gift of time to arrange all the fundraising activities we have enjoyed as a community. Thanks to the fantastic hard working and organised committee, ably chaired by Victoria McDermott and Victoria Hand, an amazing sum of £31,878 has been raised directly from fund raising and events organised through the school – a magnificent achievement considering the unprecedented year we all experienced, and I am extremely grateful to the PTA for this. On behalf of the children, staff and governors I would like to say a huge thank you for everything you have done as a committee and for the funds raised.

A special thank you also to Claire Ward and Anna Gillham for securing additional funds of £10,000 from Harpenden Trust for the running track. I would also like to take this opportunity to acknowledge the dedication and commitment shown by Victoria McDermott who has chaired the committee over the past two years.

I look forward to the coming year and hope that together we can continue to support our children and families in our wonderful school with exciting fundraisers.

Clare O'Sullivan

Headteacher

September 2022

**ST DOMINIC (RC) PRIMARY SCHOOL (HARPENDEN)
PARENT TEACHER ASSOCIATION**

**TRUSTEES ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022**

Finances

The attached financial statements show the current state of the finances which the Committee consider to be sound. All the funds are available to meet the general purpose of the charity and accordingly are held in an unrestricted income fund.

The sole bankers for the charity at the end of the financial year were Lloyds Bank, 18 High Street, Harpenden, AL5 2TA.

The independent examiner is Mr Jayant Sanghvi FCCA.

The principal address of the Charity is St. Dominic RC School, Southdown Road, Harpenden, Hertfordshire AL5 1PF.

On behalf of the managing committee;



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Date: 03/10/2022

Brian O'Connell - Treasurer

**ST DOMINIC (RC) PRIMARY SCHOOL (HARPENDEN)
PARENT TEACHER ASSOCIATION**

**TRUSTEES ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST DOMINIC (RC) PRIMARY
SCHOOL (HARPENDEN) PARENT TEACHER ASSOCIATION**

I report on the accounts of the Trust for the year ended 31 August 2022 which are set out on pages 7 to 10.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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 the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of the 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 statement below.

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 and the Charities (Accounts and Reports) Regulations 2008

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.

Signature: 

Date: 03/10/2022

Jayant Sanghvi FCCA
2 Hayfield Road, Flitton, Bedfordshire, MK45 5FH

**ST DOMINIC (RC) PRIMARY SCHOOL (HARPENDEN)
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**TRUSTEES ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022**

BALANCE SHEET as at 31 AUGUST 2022

	Notes	2022 £	2021 £
Cash at Bank			
Deposit		-	-
Current		27,162	19,288
Liabilities due within one year			
Sundry Creditors	7	<u>(803)</u>	<u>(664)</u>
Net Current Assets		26,359	18,624
Unrestricted Fund Balance		26,359	18,624

On behalf of the managing committee



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Dated: 03/10/2022

Brian O'Connell - Treasurer

ST DOMINIC (RC) PRIMARY SCHOOL (HARPENDEN)
PARENT TEACHER ASSOCIATION

TRUSTEES ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022

STATEMENT OF FINANCIAL ACTIVITY

Income & Expenditure		2022	2021
	Notes	£	£
Income			
Fundraising & Events	2	31,878	9,052
Commissions	3	2,485	741
Donations	3	500	1,378
Co-op Community Fund	3	-	5,380
Harpenden Trust	3	10,000	-
Direct Donations to PTA	3	786	1,529
Total Income		45,649	18,080
Expenditure			
Fund raising costs	2,3	(8,222)	(964)
Centenary Keyrings		-	(223)
Management and administration of the charity			
Subscription to PTA-UK	4	(116)	(111)
Incidentals	4	(803)	(99)
Total Expenditure		(9,141)	(1,397)
Net Income		36,508	16,683
Direct Charitable Expenditure			
Charitable grant to School	4	(10,500)	(14,400)
Charitable grant to Governor's Fund	4	-	(1,600)
Running Track build	3	(18,273)	-
Donations to other charities	4	-	-
Charity Expenditure		(28,773)	(16,000)
Total Expenditure for year		(37,914)	(17,397)
Net Income for the year		7,735	683
Fund balance brought forward		18,624	17,941
Fund balance carried forward		26,359	18,624

ST DOMINIC (RC) PRIMARY SCHOOL (HARPENDEN)
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TRUSTEES ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

General

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Act 2011 and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

2. EVENTS & FUNDRAISING

	2022			2021
	INCOME	EXPENSES	NET	NET
EVENTS				
Bingo	-	-	-	375
Christmas Fair	2,728	(512)	2,216	-
Fun Run	2,086	-	2,086	-
Haunted Wood Trail Halloween	864	-	864	954
Halloween Howler	1,105	(514)	591	-
Golf Day	-	-	-	355
Summer Ball	14,576	(5,044)	9,532	-
Summer Fair	2,856	(395)	2,461	-
TOTAL	24,215	(6,465)	17,750	1,684

	2022			2021
	INCOME	EXPENSES	NET	NET
FUNDRAISING				
Bags2School	-	-	-	120
Cake Sale	208	-	208	-
Christmas Cards	585	-	585	632
Christmas Raffle	-	-	-	2,274
Circle of Life (Christmas)	-	-	-	430
Eco-Bags	-	-	-	38
Euro Football Sweepstake	-	(50)	(50)	905
Face Masks	-	-	-	216
Fathers' Day Gifts	-	-	-	27
Gingerbread Competition	-	-	-	162
Guess the eggs in a jar	-	-	-	60
Lego	510	(387)	123	-
Name the Witch's Cat competition	-	-	-	91
Nightwear before Christmas	109	-	109	225
Pet Photo Competition	-	-	-	40
Reading Challenge	3,505	-	3,505	-
Recycle Bikes and Scooters	-	-	-	140
Rugby Sweepstake	420	-	420	-
Tea Towels	1,835	(962)	873	-
Uniform (2nd hand)	163	-	163	43
Used Clothing	328	-	328	-
TOTAL	7,663	(1,399)	6,264	5,403

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3. COMMISSIONS & OTHER INCOME

	2022			2021
	INCOME	EXPENSES	NET	NET
COMMISSIONS				
AmazonSmile commission	129	0	129	145
EasyFundraising LT	403	0	403	616
Fireworks	777	(358)	419	-
FOHA - Christmas Tree	130	0	130	220
Beats School Uniform	750	0	750	741
Microsoft Bing rewards	296	0	296	20
TOTAL	2,485	(358)	2,127	1,742

	2022			2021
	INCOME	EXPENSES	NET	NET
OTHER INCOME				
Harpenden Trust	10,000	(18,273)	(8,273)	-
Co-op Community Fund	-	0	0	5,380
Donations to PTA	786	0	177	1,529
Matched Funding	500	0	500	1,378
TOTAL	11,286	(18,273)	(7,595)	8,287

4. DIRECT CHARITABLE EXPENDITURE

	2022			2021
	INCOME	EXPENSES	NET	NET
OTHER EXPENSES				
PTA Donation to School	-	(10,500)	(10,500)	(16,000)
PTA Miscellaneous	-	(803)	(803)	(100)
Parentkind (PTA-UK)	-	(116)	(116)	(111)
Centenary Keyrings	-	0	0	(223)
TOTAL	-	(11,419)	(11,419)	(16,434)

5. TRUSTEES EXPENSES

No member of the Managing Committee, nor any person connected with them, has received or is due to receive remuneration for the year directly or indirectly from the charity's funds.

6. EXAMINER'S FEES

No fees or expenses were paid to the Examiner in 2022.

7. CREDITORS (amount falling due within 1 year)

	2022	2021
	£	£
Barn Dance tickets sold in advance	-	(609)
Euro Sweepstake winnings to be paid out	-	(55)
Miscellaneous expenses to be paid out	(803)	-
	(803)	(664)

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