

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

**TRUSTEES ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2025**

***Together we Shine***

**Registered Charity Number: 1038633**

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

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FOR THE YEAR ENDED 31 AUGUST 2025**

The Committee present their report for the year ended 31<sup>st</sup> August 2025.

The Trustees of the Committee were:

President:	Mrs. Lynn Wilson
Co-Chairs:	S Barlow, K Beard, N Hamid, H Ortiz-Bukowski, M Pastars, N Tanner
Co-Treasurer:	M Hachar, M Batista
Co-Secretaries:	U Sinclair, C Hermans

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

Teachers' Representative	Amanda Corcoran
Nursery	C Hermans, R Kearns, L Osagie, L Quinlan
Reception	M Ashton, N Hamid, V Nurse
Year 1	N Alvarez, L Quinlan, I Spicer, M Tsang
Year 2	C Demiguel, O Reis, I Spicer, H Trelawny
Year 3	S Jarvis, U Sinclair, N Tanner,
Year 4	K Bacon, L Brito, J Heggie, M Pastars
Year 5	M Cleary, C Gladkov, C Roberts
Year 6	S Bigland, S Bott
Uniform	C Roberts
2 <sup>nd</sup> hand uniforms	S Barlow

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 14<sup>th</sup> March 2011, 31<sup>st</sup> October 1996 and 24<sup>th</sup> 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.

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

## TRUSTEES ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2025

### Review of Progress and Achievements

#### Co-Chair's Letter

Dear Parents, Carers, Staff, and Friends,

As Co-Chairs of the St Dominic's Parent Teacher Association, we are delighted to present this report at our Annual General Meeting.

When we stepped into this role—following the outstanding leadership of our former Chair, Elizabeth Whatnall—we knew we had big shoes to fill. To help share the responsibility and build a more collaborative structure, we worked with the school leadership to expand the PTA Committee. We now have six Co-Chairs, two Co-Secretaries, and two Co-Treasurers.

We would like to extend our heartfelt thanks to our Co-Secretaries, Una Hartnett and Charlotte Hermans, for their tireless dedication and behind-the-scenes support throughout the year. Their organisation and attention to detail have been invaluable. We give special thanks to our Co-Treasurers, Mauricio Batista and Mike Hachar, for their diligent financial oversight and commitment to transparency. We would also like to recognise Sophie Barlow too for all her efforts and organisation in acting as the second-hand uniform rep this year.

This past year has truly demonstrated the power of community. Every event not only raised valuable funds but also strengthened the sense of connection that makes St Dominic's such a special place. We've had so much fun in our roles—made lovely new friends, created great memories, and thoroughly enjoyed raising funds to support the school.

#### Highlights from the Year

- **St Patrick's Day Social** – Our first event as a new committee, and a fantastic success! We hope this becomes a cherished biennial tradition.
- **Bongo Bingo** – A lively and fun evening for parents and carers. Huge thanks to Mellissa Ashton, Shanna Adams, Sinéad Dineen, Viki Nurse and Lisa Rafferty for organising.
- **Children's Events** – From the spooky excitement of the Halloween Howler to festive Christmas card sharing and the joyful Summer Disco, these events created lasting memories for our children.
- **Christmas Fair & Summer Fair** – Cornerstones of our school calendar, bringing families together in celebration.
- **Legoland Tickets** – A popular fundraiser, expertly organised once again by Sophie Barlow.
- **Marathon & Corporate Fundraising** – A special thank you to Helen Ortiz-Bukowski, who raised an incredible £3,555 by running a marathon, plus an additional £1,741 through corporate giving.

Thanks to the collective efforts of our community, the PTA raised an outstanding **£36,124** this year. A full breakdown of income and expenditure is available in the accompanying accounts. Key sources of income included ticketed events, corporate donations, and seasonal fairs. These funds have been carefully managed and allocated to benefit the children directly.

#### How Funds Were Used

With the funds raised, the PTA has been able to support and enrich the children's experience at school by funding a number of projects and items including:

- EY Pirate Ship
- Refurbishment of KS1 & KS2 playgrounds
- Forest School equipment
- Touchscreen and Laptops

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FOR THE YEAR ENDED 31 AUGUST 2025**

We are deeply grateful to our Class Reps, volunteers, and families who have supported us in so many ways—whether by giving time, donating, or simply attending events. Thank you so much to our generous corporate sponsors from our St Dominic's community including the Bacon, Cleary, Dineen, Keane, Kearns & Rafferty family businesses. Your involvement makes a real difference, and we warmly welcome new and existing families to get involved too.

We would also like to extend our sincere thanks to the school staff and leadership team, especially Mrs Wilson and Mrs Corcoran, for their continued support and guidance. We would also like to express our deep appreciation of the incredible support provided by Juliette Warrington at each and every event. The partnership between school and home is central to everything we do, helping our children thrive academically, socially, and emotionally.

The PTA continues to operate in accordance with its charitable objectives, and the trustees have fulfilled their duties in line with the Charity Commission's guidance. We remain committed to transparency, inclusivity, and the responsible use of funds.

As we look ahead, we encourage everyone to support the incoming PTA committee and help build on this year's successes. Whether you're interested in joining the committee, volunteering at events, or simply attending and spreading the word—there's a place for everyone.

Serving as Co-Chairs has been an absolute joy. Now, as we come to the end of our term, it's time to pass on the baton and step aside to allow others to enjoy the fun and fulfilment that comes with being part of the PTA leadership. It's been a privilege to be part of such a vibrant and generous community.

With heartfelt appreciation,

**Sophie Barlow, Katie Beard, Nicole Hamid, Helen Ortiz-Bukowski, Maria Pastars, and Natalie Tanner**

*Co-Chairs, St Dominic's Parent Teacher Association*

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FOR THE YEAR ENDED 31 AUGUST 2025**

**President's Letter**

**Dear PTA Team,**

On behalf of the whole school community, I would like to extend our heartfelt thanks to you for your time, energy, and commitment to such valuable fundraising efforts over the past year. Your incredible support has enabled us to make some wonderful additions to our school.

Thanks to your hard work, we have been able to provide Chromebooks for Key Stage 2, greatly enhancing learning not only in computing but across many areas of the curriculum. The new pirate ship in EYFS has been a fantastic addition to the outside area, inspiring imaginative play and adventure for our youngest children. In addition, the forest school equipment you have funded has enriched our outdoor learning provision, and the RJED books have been a welcome and important addition to our school library.

We would also like to give a special thank you to our dedicated co-chairs, Sophie Barlow, Katie Beard, Nicole Hamid, Helen Ortiz-Bukowski, Maria Pastars, and Natalie Tanner, as well as our co-secretaries Una Sinclair and Charlotte Hermans and our co-treasurers Michael Hachar and Mauricio Batista, for their outstanding leadership and commitment. We would also like to thank Mrs. Corcoran, our Teacher Rep, for her time and dedication.

We are very much looking forward to another year of fantastic fundraising ahead. With your continued support, we hope to make progress towards some exciting goals on our current wish list, including:

- OPAL Plus resources – £8,000
- Updating technology throughout the school – £5,000
- Reading books for class libraries in KS2 – £1,000
- Sensory resources for each class – £250
- Revamping our outside prayer garden – £2,000
- Funding a free trip or workshop for each class – £4,000

Once again, thank you for all that you do to support our school. Your dedication makes a real difference to the lives of our children, and we are deeply grateful.

Lynn Wilson  
**Headteacher**

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FOR THE YEAR ENDED 31 AUGUST 2025**

**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, St Albans.

The independent examiner is Richard Stones.

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

On behalf of the managing committee;

.....

Dated.....

Michael Hachar - Treasurer

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FOR THE YEAR ENDED 31 AUGUST 2025**

**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 2025 which are set out on pages 8 to 12.

**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.....

Richard Stones

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FOR THE YEAR ENDED 31 AUGUST 2025**

**Balance sheet as at 31 August 2025**

	Notes	2025 £	2024 £
<b>Cash at Bank</b>			
Deposit			-
Current		26,772	28,647
<b>Liabilities due within one year</b>			
Sundry Creditors		0	0
<b>Net Current Assets</b>		<b>26,772</b>	<b>28,647</b>
<b>Unrestricted Fund Balance</b>		<b>26,772</b>	<b>28,647</b>

On behalf of the managing committee

.....

Dated.....

Michael Hachar - Treasurer

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**FOR THE YEAR ENDED 31 AUGUST 2025**

**STATEMENT OF FINANCIAL ACTIVITY**

<b>Income &amp; Expenditure</b>		<b>2025</b>	<b>2024</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
<b>Income</b>			
Fundraising & Events	<b>2</b>	25,942	36,013
Commissions	<b>3</b>	2,004	2,987
Donations	<b>3</b>	18,034	0
<b>Total Income</b>		<b>45,980</b>	<b>39,000</b>
<b>Expenditure</b>			
Fundraising costs	<b>2</b>	-8,220	-11,694
<b>Management and administration of the charity</b>			
Subscription to PTA-UK	<b>4</b>	-162	-153
PTA Shed	<b>4</b>	-1,049	0
Incidentals	<b>4</b>	-425	-250
<b>Total Expenditure</b>		<b>-9,856</b>	<b>-12,097</b>
<b>Net Income</b>		<b>36,124</b>	<b>26,903</b>
<b>Direct Charitable Expenditure</b>			
Charitable grant to School	<b>4</b>	-12,000	-14,000
<b>Charity Expenditure</b>		<b>-12,000</b>	<b>-14,000</b>
<b>Total Expenditure for year</b>		<b>-21,856</b>	<b>-26,097</b>
Net Income for the year		24,124	12,903
Fund balance brought forward		28,647	15,744
2024 School donation		-26,000	0
Net Fund balance forward		2,647	15,744
<b>Fund balance carried forward</b>		<b>26,772</b>	<b>28,647</b>

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**FOR THE YEAR ENDED 31 AUGUST 2025**

**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**

	<b>2025</b>			<b>2024</b>
	<b>INCOME</b>	<b>EXPENSES</b>	<b>NET</b>	<b>NET</b>
<b>EVENTS &amp; FUNDRAISING</b>				
St Patricks day	6,145	2,373	3,772	0
Christmas fair	5,532	1,522	4,010	4,030
Summer Social	4,230	1,627	2,603	1,161
Summer Disco	2,349	280	2,069	10,533
Halloween Howler	2,263	741	1,522	1,665
Bongo Bingo	1,850	595	1,255	0
Legoland	1,350	1,083	267	712
Golf Day	750	0	750	0
Christmas cards	644	0	644	409
Uniform sale	421	0	421	212
Xmas Jumpers	144	0	144	31
Lolly sale	143	0	143	0
Sports day drinks	81	0	81	0
World Earth Day	40	0	40	0
<b>TOTAL</b>	<b>25,942</b>	<b>8,220</b>	<b>17,721</b>	<b>18,753</b>

**3. COMMISSIONS & DONATIONS**

	<b>2025</b>			<b>2024</b>
	<b>INCOME</b>	<b>EXPENSES</b>	<b>NET</b>	<b>NET</b>
<b>COMMISSIONS</b>				
Beats School Uniform	849	0	849	776
EasyFundraising LT	765	0	765	210
Fireworks	204	0	204	173
ASDA Cash pot	52	0	52	150
Christmas Trees	133	0	133	0
<b>TOTAL</b>	<b>2,004</b>	<b>0</b>	<b>2,004</b>	<b>1,309</b>

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**FOR THE YEAR ENDED 31 AUGUST 2025**

	<b>2025</b>			<b>2024</b>
	<b>INCOME</b>	<b>EXPENSES</b>	<b>NET</b>	<b>NET</b>
<b>DONATIONS</b>				
Marathon Donation	1,801	0	1,801	0
TKMaxx	500	0	500	0
Corporate giving	3,128	0	3,128	0
Brightfunds	12,605	0	12,605	0
<b>TOTAL</b>	<b>18,034</b>	<b>0</b>	<b>18,034</b>	<b>0</b>

**4. DIRECT CHARITABLE EXPENDITURE**

	<b>2025</b>			<b>2024</b>
	<b>INCOME</b>	<b>EXPENSES</b>	<b>NET</b>	<b>NET</b>
<b>OTHER EXPENSES</b>				
PTA Donation to School	0	12,000	(12,000)	(14,000)
PTA Expense	0	386	(386)	(250)
PTA Shed	0	1,049	(1,049)	(0)
Open day	0	39	(39)	(0)
PTA UK subscription	0	162	(162)	(153)
<b>TOTAL</b>	<b>0</b>	<b>13,636</b>	<b>(13,636)</b>	<b>(14,403)</b>

**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 2025.

**7. CREDITORS (amount falling due within 1 year)**

No amounts are falling due within 1 year in 2025.