



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **01-09-2021** **To** **31-08-2022**

Charity name: NORTHGATE HIGH SCHOOL PARENT TEACHER ASSOCIATION

Charity registration number: 1039734

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the association is to advance the education of the pupils in the school. In furtherance of this object the association may: a) Develop more extended relationships between the staff, parents and the others associated with the school. b) Engage in activities which support the school and advance the education of the pupils attending it. c) 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.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none">• Non uniform day• Operating a fundraising lottery the 'Two Hundred Club'• Collection of donations
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	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.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>In 2021-2022 the COVID 19 epidemic prevented a range of normal activities being undertaken, however the PTA maintained effective relationships with the school staff, parents and others associated with the school via online meetings and newsletters.</p> <p>Due to the epidemic, normal expenditure was also limited due to extra-curricular activities being curtailed. We made grants to fund projects and groups within the school including:</p> <ul style="list-style-type: none"> • Digital theatre • School food bank • Computer • Wildlife group • Student ambassador hoodies • Maths prize award

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	In this year the charity received donations and other income totalling £55,694.06 and made grants to the school and awards totalling £2432.37
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Minimal reserves are held to provide working capital for organising future events, and as a lag between fundraising and fund expenditure. In addition restricted or designated funds are held against specified purposes – <ul style="list-style-type: none"> a. The maths prize fund b. STEM bursary for disadvantaged school leavers c. A significant donation given for the Sixth Form which is being held pending a building project starting
Amount of reserves held	Para 1.22	£4,721.58
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Fund raising events A non-uniform day in October raising £939.89 Donations We have received several donations in this financial school year. One donation of £50,000 from a former pupil in the 1980's known as JW to be used for Sixth Form STEM and inclusivity including improvements to the Sixth Form social space. A second donation of £3,000 from a former pupil known as PW is again for STEM subjects for disadvantaged leavers attending University outside of Suffolk. A third donation of £830 was from a Crowd Fundraiser from funeral guests and family in memory of Gary Smith who was a former exam invigilator at Northgate. We received a PAYPAL donation of £298.20, Local Giving Donations of £197.64, a direct credit (Charitable Giving) of £100 and a Locality Budget Donation of £200.
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		<p>The Giving Machine The Giving Machine raised £73.15 this financial year.</p> <p>200 Club The income from the 200 club lottery raised £2,213 this financial year. The 200 Club donated £2,000 towards extra curricular activities in 2020/21.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee selection is by annual nomination and election by parents of school pupils.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Northgate High School Parent Teacher Association
Other name the charity uses	Northgate PTA
Registered charity number	1039734
Charity's principal address	Northgate PTA Northgate High School Sidegate Lane IPSWICH IP4 3DL

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	Nicola Louise Downey	Chair		Elected by members at the AGM
2	Stephen Alan Gittins	Vice Chair		Elected by members at the AGM
3	Anthony Charles Bruce	Treasurer		Elected by members at the AGM
4	Gemma Michelle Bloomfield	Secretary		Elected by members at the AGM
5	David Irving Robertson	Treasurer designate		Elected by members at the AGM
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NA
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	NA
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	NA

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David Irving Robertson	
Position (eg Secretary, Chair, etc)	Treasurer	

Date	16-06-2022
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NORTHGATE HIGH SCHOOL PARENT TEACHERS' ASSOCIATION
ACCOUNTS FOR YEAR ENDING 31 AUGUST 2021

EXPENDITURE	2020/2021		2019/2020	
<u>EXPENSES</u>				
Carol service refreshments			£20.00	
School Concerts. Refreshments			£8.26	
Quiz Nights			£1,134.90	
Lotteries Act	£20.00		£20.00	
PTA badges and lanyards			£49.50	
PTA UK Direct debit (Parentkind)	£123.00		£122.00	
6th Form Maths Prize	£1,000.00		£1,000.00	
Photo Copying and Stationery			£44.37	
Cricket Tea			£45.00	
New Accounts Book			£19.24	
Plastic Cups			£41.45	
Bar Licences			£63.00	
Local Giving Subscription			£96.00	
Less prepaid bar stock			-£55.13	
Unused bar stock			£151.21	
<u>TOTAL EXPENSES</u>		<u>£1,143.00</u>	<u>£2,759.80</u>	<u>£2,759.80</u>
<u>DONATIONS</u>				
Student Ambassador Hoodies	£390.00			
Food Bank Donation	£200.00			
Gaming Computer	£298.20			
Bird Food	£97.19			
Digital theatre Plus	£446.98			
<u>TOTAL DONATIONS</u>	<u>£1,432.37</u>	<u>£1,432.37</u>	<u>£5,814.06</u>	<u>£5,814.06</u>
<u>TOTAL EXPENDITURE</u>		<u>£2,575.37</u>		<u>£8,573.86</u>

INCOME	2020/2021	2019/2020
Non Uniform Day	£939.89	£995.93
Quiz Nights		£3,161.30
Carol Service		£33.25
The Giving Machine	£73.15	£123.53
Bank Interest	£55.18	£116.65
School concert refreshments		£31.46
Local giving donations	£197.64	£400.02
Direct Credit. Charitable Giving	£100.00	£100.00
Purchase of stock by S Gittins		£39.33
Donation of out of date stock		£60.67
Donation via Pay Pal	£298.20	
Donation: Gary Smith	£830.00	
Locality Budget Donation	£200.00	
Donation. JW	£50,000.00	
Donation. PW	£3,000.00	
TOTAL INCOME	£55,694.06	£5,062.14
Less Expenditure	£2,575.37	£8,573.86
Balance from activities in 2020/21	£53,118.69	-£3,511.72

BALANCE SHEET	200 CLUB SUMMARY
LIABILITIES	
Balance Brought Forward	£26,602.89
Balance from activities in 2020/21	£53,118.69
Total	£79,721.58
ASSETS	
Deposit Account	£870.14
Current Account	£57,571.44
Cash	£280.00
Maths Prize Legacy: Santander	£21,000.00
Total Assets	£79,721.58
	Balance Brought Forward
	£1,332.02
	less outstanding prizes
	-£155.00
	Write off of unclaimed prizes
	£10.00
	Plus new Income
	£2,213.00
	Less Expenditure
	-£2,845.00
	Plus outstanding prizes
	£180.00
	Plus outstanding donation to the scho
	£0.00
	Total
	£735.02
	ASSETS
	HSBC Account
	£735.02

Note: The 200 Club donated £2,000 towards extra curricular activities in 2020/21

Northgate High School PTA funds 2020/21

I have examined the accounts of the Northgate high School PTA fund together with the supporting documents. In my view the Income and Expenditure Account and Balance Sheet present an accurate picture of the transactions undertaken on behalf of the PTA. I am of the view that the accounts of the 200 Club are an accurate record of the transactions undertaken.

Signed:

Linda Walker

Name: Linda Walker

Status: Principal Finance Officer

Date: September 2021

Independent Examiner's Report to the Trustees of Northgate High School Parent Teacher Association

I report to the trustees on my examination of the accounts of Northgate High School Parent Teacher Association ('the charity') for the year ended 31 August 2021 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

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

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

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no audit opinion on the accounts and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records.

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

Robert Witmore

Robert Witmore ACCA

21 June 2022