

THE OWEN'S SCHOOL ASSOCIATION 51st AGM: Monday 3rd March 2025 MINUTES

Attendees

Alan Williams, Anthony Osijo, Eleanor Walton, Geoff Mellenfield, Hannah Nemko, Mbalu Koroma, Nadine Mellor, Patricia Doyle, Peter Gibbs, Rachael Mitchell, Sheena Patel, Simi Shah, Simon Fennell, Tony Sodhi, Walter Buchgraber

1. Introductions and Apologies

New members introduced: Peter Gibbs

Apologies: Alex Gilbert, Jig Taylor, Lavita Menezes

2. Approval of the minutes of the 50th AGM held on Wednesday 15th April 2024

Proposed as accurate by Alan and seconded by Tony.

3. Matters Arising from the minutes

None.

4. The President's Report by Mrs H Nemko (Head)

See attached President's report.

Adopted by Walter and all in favour.

5. The Treasurer's Report

Anthony explained that the OSA has raised £50,512 in 2024 from a variety of events. This was an increase of over 50% on the previous year, and as it was the school's 50th anniversary (in Potters Bar), £50,000 was earmarked for donation to the school in 2025. This has been a record year in terms of funds raised and reflects on a fantastic effort from all members of the OSA led by our co-chairs Mbalu and Tricia.

See attached treasurer's report and draft accounts for details.

6. The Chair's Report

See attached Chair's report.

Adopted by Walter and all in favour.

7. Election of Committee Members for 2025

The following 18 people were elected as Committee Members:

Alan Williams, Anthony Osijo, Eleanor Walton, Jig Taylor, Maria Leahy, Mbalu Koroma, Nadine Mellor, Patricia Doyle, Paula Christodoulou, Peter Gibbs, Rachael Mitchell, Sheena Patel, Simi Shah, Simon Fennell, Tony Sodhi, Walter Buchgraber

(Hannah Nemko and Vicki Blackburn are also committee members but ex-officio)

The trustees will be elected at the subsequent committee meeting.

8. Appointment of Independent Examiner for accounts

The appointment of Gouri Kupir as Independent Examiner (auditor) of the OSA accounts was proposed by Anthony and seconded by Walter.

President's report for the OSA AGM March 2025

School continues to be a very busy place to work with a record number of opportunities for our young people being on offer from trips and visits to places near and far, to competitions ranging from public speaking, to computing, maths to music via any number of sporting options in between. We also received news that we had been named '**Sunday Times Comprehensive School of the Year in the South East**' in December. When the tables were published, we were able to see that we were, in fact, the top performing school, with a fully comprehensive intake and ranked at position 112 in the national table which considered all Independent, Selective and other State Secondary schools.

Academically, our students still continue to achieve magnificently. The GCSE results were exceptional with 33.6% of all GCSE grades awarded at grade 9 and a further 23.4% at grade 8. 17.3% of exams were graded 7 meaning that 74.2% of all grades were 9-7 which is quite remarkable. 94% of all grades awarded were 9-5.

At A level, 104 students achieved 3 or more A/A* grades. 63.3% of all grades achieved were A*A, with 29.4% of all exams graded A* and 34% graded A. 23.7% of grades were awarded at a grade B resulting in 87% A*-B, which is truly excellent. 25 students were offered places at Oxbridge this year with 16 students accepting places on a medical degree or dentistry. 90% of students immediately achieved the grades needed to accept their university offer with a total of 222 students accepting a university place.

Whilst a great deal of this success is down to the hard work and dedication of our young people themselves as well as the peer group and families that support them, we cannot ignore the importance of ensuring that the learning environment is as well resourced and welcoming as it could be and that we have the very best teachers to encourage and inspire them.

We have overhauled our recruitment process making greater use of social media and moving to an online application form as well as designing a more modern looking application pack. We even have a recruitment [video](#) where staff explain why they love working at Owen's. We are constantly inviting colleagues from other schools to visit and see what we do here in the hope that the good word about our school travels.

However, the [Government's Education Committee's report](#) states that targets for recruitment onto initial teacher training courses were missed (again) in 10 subjects in 2022/23. Among the lowest recruitment levels were: business studies (16%), physics (17.3%), music (27.3%), D&T (27%), modern foreign languages (34%) and computing (36%). There are also challenges with retention in many schools due to the poor behaviour of students.

For many current teachers, excessive workloads, rather than pay, was the biggest factor pushing them to leave but with budgets being slashed at every turn, we have no option but to reduce the number of staff on the payroll which leads to increased workload. In the Department's 2023 Working Lives of Teachers survey, **just over one-third** of teachers and leaders (36%) indicated that they were **considering leaving** the state school sector in the next 12 months, excluding retirement. This represents an increase from 25% in 2022. High workload was the most commonly reported factor in their considerations, with 94% (up from 92%) saying it was an important factor. When we have a quality applicant for a teaching role, we have to do what we can to hold on to them as competition between schools to recruit and retain staff is fierce. School funding remains to be a hot topic. The government announced their budget in October which included a 1.2% increase to employers NI contributions from 13.8% to 15% from April 2025 and the threshold at which employers NI now commences has been lowered from £9,100 to £5,000. This will hugely affect the school's budget as this will affect lower paid support staff roles and will include a larger number of employees than previously. The increase to employers NI contributions will increase the annual salary bill by another £200k. We have expressed that additional funding is needed from the government to help with but the funding formula is not expected to be announced until Spring 2025 making it impossible for the school to know what to do for the best for this financial year. The government also announced an increase to the national minimum wage from £11.44 to £12.21. This means the cost to the school will also increase along

with increases to the catering and cleaning contracts as a result. Invigilator costs, which have already risen significantly due to the increase in special considerations for more students, will increase further.

Parental contributions remain at about 60%. Whilst I know that there are families who just cannot afford to contribute, there are equally many who would have considered private education if their child had not got into Owen's. I am not sure what else that part of the parent body wishes to see from the school to convince them that the education they receive here may be worth £30 a month.

It is for this reason that the work of the OSA is so incredibly important. There are so many resources and pieces of equipment that we simply would not be able to justify buying ourselves that you allow us to benefit from and which make the learning environment all the richer for our children.

So - a huge thank you to everyone who has helped to make this year such a successful one (again) the committee really does achieve more than the sum of its parts but those parts are, in of themselves, just magnificent.

I know that I really need to leave the individual thank yous and the goodbyes to Mbalu and Tricia so I will use my last moments here tonight to thank them.

Mbalu and Tricia, Tricia and Mbalu, I cannot believe how fortunate the school is to have such a dedicated co-chair at the top of this committee. You are constantly looking for new and innovative ways to raise money and interest in the school and you are constantly seeking to keep the calendar (and, more recently, the bar!) fresh and exciting so that parents stay involved. You are SUCH busy people professionally (and personally) yet you have given us your heart too which inspires me constantly - and everything you do, you do with a smile... I could not ask to work with two more dedicated people and the fact that we can also have such fun together is just such a bonus so thank you, for everything.

I think that everyone who has been involved with the OSA can agree that we do have fun, mainly, meeting and doing what we do and a huge thank you goes out, from the school to everyone who has served on the committee and thank you to all of you who are standing to take on a new role or a joint role this evening, the school is so grateful for all that you do. Here is to the OSA continuing to go from strength to strength.

Hannah Nemko
March 2025

Treasurer's Report for the period ending 31 December 2024

The OSA raised over £50,000 in 2024 from a variety of events. This was an increase of over 50% on the previous year and as it was the schools 50th anniversary, £50,000 was earmarked for donation to the school in 2025. A cash donation of £37,000 had been made to the school during 2024 leaving a surplus of £13,512 for the year.

Cash balances as of year-end were £68,694 up from £55,184 in 2023. Cheques for £50,000 have already been issued for 2025 to the school.

This has been a record year in terms of fund raising for the school and reflects on a fantastic effort from all members of the OSA led by our co-chairs Mbalu and Tricia.

Our auditor Gouri Kubair has agreed to be reappointed and our controls are consistent with the expectations of the Charities Commission.

Anthony Osifo

Treasurer Mar-25

Receipts and payments accounts

	For the period from	Period start date 1 January 2024	To	Period end date 31 December 2024
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Receipts and payments

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Receipts			
Fundraising Events		25,001	16,100
School Event Refreshments		16,325	4,713
200 Club-Membership & Returned Prizes	4	2,170	1,964
Book Covers		1,905	1,940
Uniform Sales (Nearly New)	7	3,021	3,286
Matched Funding	2	17,982	4,650
Coins, Amazon smile & Easy Fundraising	6	2,976	2,648
Donations Inc. Cheese & Wine		815	6,373
Bank Interest		752	362
Total receipts	1	70,948	42,037
Payments			
Cost of Fund Raising Events		9,442	5,243
Costs-School Event Refreshments		8,371	656
200 Club Prizes		700	599
Book Covers	3	1,007	945
NCPTA Membership		-	-
Other Event Costs		787	1,135
Bank Fees/Interest		129	45
Total payments	1	20,436	8,623
Net Funds Raised	1	50,512	33,414
Donations to Dame Alice Owen's School	5	(37,000)	(32,000)
Net surplus/(deficit)		13,512	1,414
Cash funds at year beginning		55,184	53,771
Cash funds at year end		68,694	55,184

Funds - All transactions relate to unrestricted funds. There are no restricted or endowment funds.

Statement of assets and liabilities at the end of the year

		Unrestricted funds 2024 £	Unrestricted funds 2023 £
Cash funds	Bank Accounts	65,307	53,517
	Bank Accounts - 200 Club	3,389	1,667
	Cash	111	
	Total cash funds	£ 68,807	£ 55,184

		Unrestricted funds £	Unrestricted funds £
Other monetary assets	No other monetary assets are held	-	-

		Fund to which asset belongs	Cost (optional)	Fund to which asset belongs
Investment assets	No Investment Assets are held		-	

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Assets retained for the charity's own use	Stock of Drinks and Snacks	Unrestricted	£ 100	Unrestricted
	Stock of Book Covers for resale	Unrestricted	£ 600	Unrestricted
	Other	Unrestricted	£ -	Unrestricted

		Fund to which liability relates	Amount due (accrued)	Fund to which liability relates
Liabilities	200 Club Prizes	Unrestricted	£ 300	Unrestricted
	Book Cover Expenses	Unrestricted	£ 1,625	Unrestricted
	Payment to School	Unrestricted	£ 50,000	Unrestricted

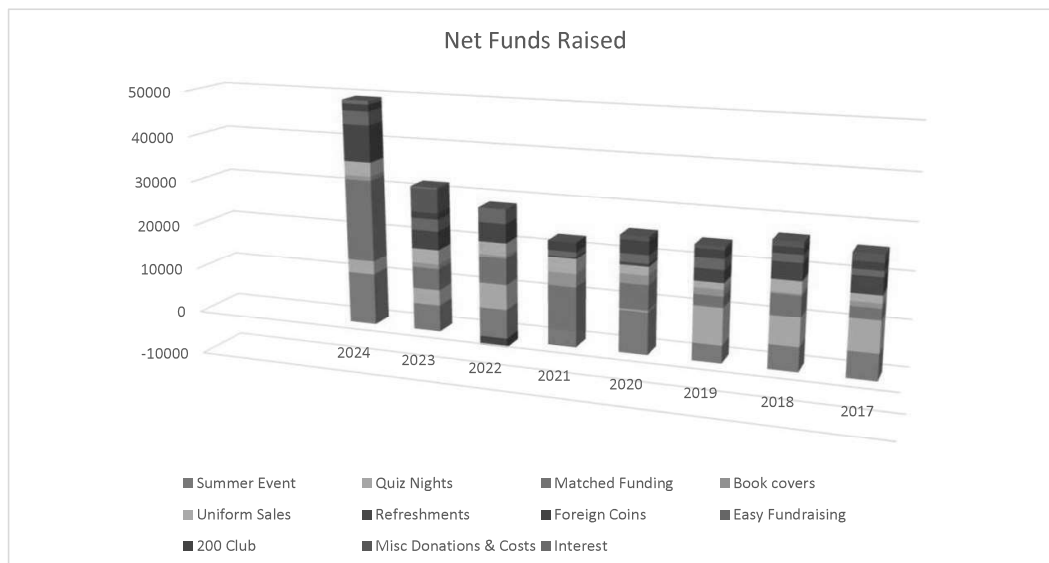
	Signature	Print Name	Date of approval
Chair		Patricia O'Brien/Mbalu Koroma	
Treasurer		Anthony Osijo	

Notes to the receipts and payments accounts

1. Fundraising Events & Activities

	Receipts	Payments	2024 Surplus	2023 Surplus
	£	£	£	£
Quiz Nights	6,747	(3,816)	2,930	3,369
Summer fete/Auction	16,993	(5,626)	11,367	5,982
Sundry Events	1,261		1,261	1,506
Refreshments	16,325	(8,371)	7,955	4,057
Book Covers	1,905	(1,007)	898	995
Foreign Coins, Amazon Smile & Easy Fundraising	2,976		2,976	2,648
Uniform Sales	3,021		3,021	3,286
Donations Inc. cheese & wine	815	(487)	328	6,003
200- Club	2,170	(700)	1,470	1,365
Matched Funding	17,982		17,982	4,650
Licences and Sundry Costs		(300)	300	765
Bank Interest	752	(129)	623	317
	£ 70,948	(20,436)	£ 50,512	£ 33,414

2024 has been the best year in terms of net fund raising on record even surpassing a stellar 2023. This has been helped by a focus on matched funding, a very successful 50th anniversary ball and continued focus on efficiencies and cost monitoring. The summer event was another success which the OSA is very proud of.



2. Matched Funding Donations

Thank you to Parents and Employers who have provided Matched Funding for fundraising activities. The push on matched funding resulted in a 300% increase in receipts. Special thanks go to AKO Capital who helped with a massive contribution of £10,000.

Matched Funding to-date 17,982

5,705

3. Book Covers

The Book cover sales were marshalled by Maria Leahy. An amount remains outstanding on the b/s relating to cost paid on behalf of the association in 2020/21. This amount was cleared in feb 2025

4. 200 Club

The 200 club memberships shown are those received during the year. Prizes and creditors included relate to draws for months in the year. Each winning ticket receives £50. The Metro bank account is now running without problem and marshalled by the scheme administrator, Alan Williams. A drive will continue to recruit more members to the scheme which generates income for the school and is a bit of fun as well.

5. Donations to Dame Alice Owen's School

A contribution of £37,000 from Dec 2023 was cashed by the school in January 2024. A provision has been made for a payment of circa £50,000 from available funds to be made to the school in 2025 for activities related to 2024.

6. Easy Fundraising

The Association receives a donation for old foreign coins collected. The association also receives charitable donations from Easy Fundraising when on-line purchases are made from retailers registered with either platform and the association is selected as the charity for donations.

	2024	2023
Foreign Coin Collection	-	-
Amazon Smile	-	51
Easy fundraising	2,976	3,029
Total	£ 2,976	£ 3,080

7. Uniform Sales

The second hand uniform sales continues to perform strongly and saw stable receipts in 2024

8. Owens 50 year Anniversary

This extremely successful event generated over £15,000 in cash receipts and a net profit of over £7,000

9. Bank Accounts

No material issues. Mandates will need to be updated in 2025.

10. Post Balance sheet Events

None

Chair's Report: Patricia Doyle & Mbalu Koroma: 2024 - 2025

I am really pleased to be reading another very positive OSA Annual report to you. This is our 2nd chair report since taking in the role in April 2023. It has been a pleasure working closely with the committee and the school. Every member of this committee and the supporting teams have gone above and to help us donate £50,000 to the school in December 2024. The team continue to work tirelessly to find new ideas to raise funds as well as maintaining the the initiatives that consistently raise funds. There has been a constant drive to do what we can to support the School more, to raise more funds for the School and to enhance the enjoyment of every visitor to the School even more.

We should all remember that the success of the OSA is not and should not be related solely to monies raised. It is so much more than that, from making visitors welcome and refreshed, to helping to showcase what the School do and stand for, and to facilitate people meeting and making new friends and really enjoying themselves. Everything we have done and continue to do is geared towards meeting these goals, and we sincerely thank all of you who have helped to make this possible.

We had our anniversary ball in April 2024. Not only did we raise an astonishing amount of money, it was the first time that the committee attended an event that we were not 'working'. We transformed the school hall into a ball room where there was laughter, music, drink as well as dancing. Tricia came up with the vision and played a key roll in delivering a successful event. Thank you so so much.

We would like to highlight the individual outstanding contribution of Committee members who have worked so hard to ensure we can provide the services we do to Parents and Helpers and to hand over the sums of money that we do to the School

This time last year, we had some issues with our banking but these problems are behind us. We can only thank Anthony again for his patience and tenacity to get our banking sorted out once and for all. I am pleased to inform you that we have resolved the outstanding banking issues, however, we still need to review and make changes to the bank mandate to reflect our current leadership structures. Anthony continues to provide accurate accounts summary as well as keeping us honest when financial decisions as needed.

Sheena's can be described as 'Queen of the Nearly New Uniform' and continues to provide critical service to parents, teachers and well as the students. She is preparing for the the spring sale and would appreciate any support. In additions to her critical role, Sheena supports wider initiatives and well as OSA communication by creating simple 'shout out' messages for whats app distribution to year groups. We thank her for you time and efforts. Sheena has also taken on task of drafting 'shout outs' which we share across year groups to disseminate information and actions quickly.

Alan continues to be a superstar. His determination and drive to revive club 200 hasn't gone unnoticed and we are now reaping the benefits of his determination. Your passion comes through every time we mention 200 club. We are pleased that this is up and running and that we have started seeing the benefits of this service. We want to thank Alan for his ongoing contribution and enthusiasm. Alan is also supporting easy fundraising and continues to remind us of its simplicity as well as the funds that we get from easyfundraising. Thank you so much

Maria has once again been so efficient with her Book Covers, that we maybe take her for granted. This is another tried and tested system that just works so well. A great job done, pretty much on her own, ensuring that everyone is catered for efficiently with regards to School Book Covers. Thank you Maria.

The last quiz was a huge success and we can only thank Simi for that. Brilliantly organised and coordinated to perfection. Having recognised that food prep for the quiz took up a lot of time as well as multiple trips to the shops, Simi opted for in-house catering and that was a huge success. It took the pressure off Simi and allowed her to focus on the quiz as well as enjoying the evening.

We want to thank Simi for her commitment, energy, and passion for the school. We say good bye to Simi at the end of the year, but ask her to pay us a visit from time to time.

Jig has been working closely with Simi for the last 2 years, and would like take on the role as quiz lead.

Nadine Stephenson joined the quiz team this year and her contribution was greatly appreciated. Thank you so much.

(Tricia to do the presentation)

Tricia –

Website/SM – This has been a bit of a struggle once again, although recently, some positive changes have been made and we have been able to use the services of those who know a bit more about this sort of thing than me. Jay has carried out some training with Nicola in the School office, and very recently Tricia has spent some time with Nicola to at least bring the site more up to date. A bit more is required on this so let's just say 'work in progress but certainly heading in the right direction

The summer festival continues to be a key highlight and we raised an astonishing amount last year. It was by far the most successful event in 2024. Eleanor, Jig and festival team, tried new ideas and getting year 7&8 proved to be a successful formula. Having a co-lead helped planning, implementation and delivery. This partnership is a great example of team work. It's a great showcase for the school community and families. The weather was kind to us and people came in their droves to experience excellent food, drink, fun stalls, fun activities, music entertainment and everyone went home with huge smiles on their faces.

Well done to Eleanor and to everyone else who was involved in the planning, the setting up, helping out on the day and clearing up afterwards..... It is going to be a hard act to follow but planning has already started for an even bigger and better OwensFest on 29th June 2025.

There seems to be an increase in the number of productions and performances at the School. Tony has taken this in his stride and who continues to do a brilliant job. The events WhatsApp group is really active, fun and a delight to be part of that group. It's the one group where there is constant laughter but the only group where there is active participation. That is due to Tony's style and personality.

Although the help with serving is important, stock needs to be checked, shopped for, chillers need filling, floats organised, then there is the set up and clear up which someone needs to do. Well done to everyone involved with this, with special mention to Geoff who is readily available to support. Thank you.

Alan is currently wearing 2 hats at the moment. He is the OSA lead on club 200 as well as easy fundraising. He has continued to encourage more people to get involved and sign up. Alan would like someone else to take on easy fundraising.

Whilst we have a few fantasists Match Funders, and with the support of Souri and Tricia, we continue to bring in new people. It's continues to be a somewhat untapped revenue stream and are open to new ideas to encourage parents participation. Souri has expressed her interest in another role and as such, this position is vacant, however, we have had some interest but we will discuss that later.

Walter is another one of our Committee who just gets things done, often without prompting, which is really helpful and useful. He has therefore become another very valuable member of the Committee, and another who is perhaps somewhat taken for granted. Thank you Walter, for all you do behind the scenes. It is very much appreciated and valued. Walter has decided to step down, however, we are not saying goodbye to Walter as we will continue being a committee member and is hoping to take on a new role. Simon has been his deputy and this partnership Isha's been successful. I am hoping that Simon will become the natural successor, however this will depend on the vote. Good luck Simon.

And, of course, many, many thanks to the other members of the Committee and other helpers who have given up their own time to help the OSA. We really hope we haven't offended anyone if we didn't mention them in person, but we really are 'all in this together' and your help is very much appreciated.

Our relationship with the School works very well. We are always supported in what we are doing and the School is always keen to help us whenever and wherever possible. Despite her incredibly busy schedule, Hannah attends many of our meetings, (rarely missing any of our socials!) and is always trying to find a way to say 'yes' to our requests, however outlandish....

Vicky has also given up her time to support our meetings and in many other ways, and has also done what she can to help. We have experienced a similar approach from Aran (Premises Manager), Ces Pau and his team of Caretakers, and of course Nicola, whose willingness to help whenever asked, has just taken pressure off us on many occasions. So big thanks from us to Hannah and the other members of the School, for making things that much easier for us.

Tricia and I, thank you so much for your support, time and effort over the last 12 months. With the huge amount of effort of so many people in this group, it has been yet another extremely successful year for the OSA.

Looking forward

1. Boat party
2. OwensFest
3. New events

Balu & Tricia – March 2025

Treasurer's Report for the period ending 31 December 2024

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Our auditor Gouri Kubair has agreed to be reappointed and our controls are consistent with the expectations of the Charities Commission.

Anthony Osijo

Treasurer Mar-25

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	Cash	111	
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	Other	Unrestricted	£ -	Unrestricted

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Liabilities	200 Club Prizes	Unrestricted	£ 300	Unrestricted
	Book Cover Expenses	Unrestricted	£ 1,625	Unrestricted
	Payment to School	Unrestricted	£ 50,000	Unrestricted

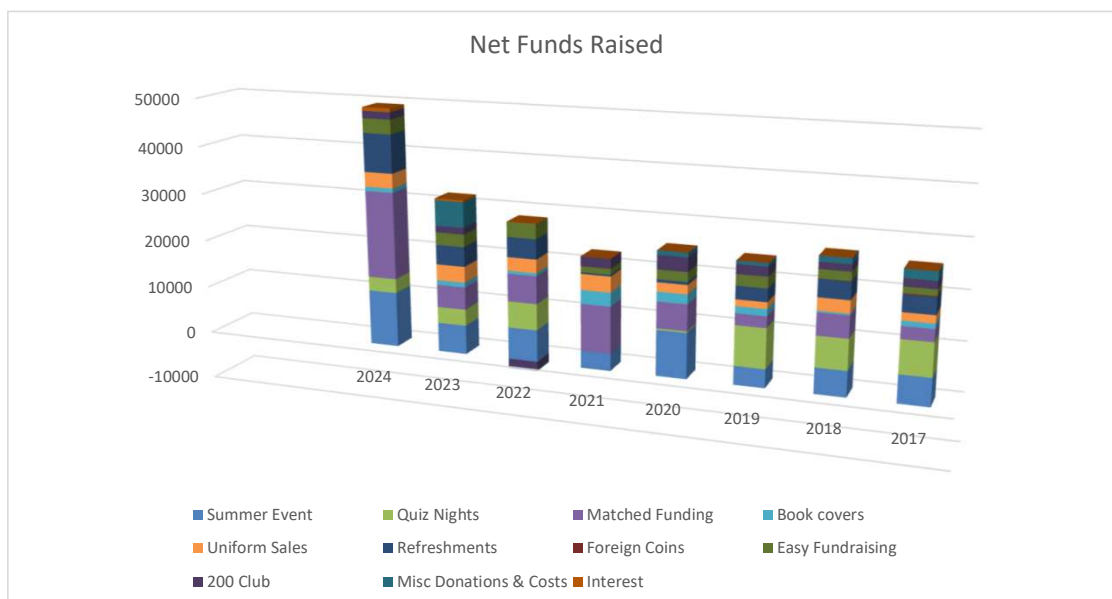
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Chair		Patricia O'Brien/Mbalu Koroma	
Treasurer		Anthony Osijo	

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Matched Funding to-date	<u>17,982</u>	<u>5,705</u>
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9. Bank Accounts

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10. Post Balance sheet Events

None



Section A

Independent Examiner's Report

Report to the trustees

Charity Name The Owen's School Association

On accounts for the year
ended

31 December 2023

Charity no
(if any)

1059655

Set out on pages

2 to 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/ 12 / 2023/.

Responsibilities and
basis of report

As the charity's trustees, 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 Trust's accounts carried out under section 145 of the 2011 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.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

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

Signed:

Date:

14/09/2024

Name:

Gouri Kubair

Relevant professional
qualification(s) or body

ICAEW membership No: 9291854

(if any):

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Address:

11 Sycamore Avenue,

Hatfield

AL10 8LZ

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.

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