

# OLDCASTLE PRIMARY SCHOOL

England & Wales · Charity number 1084846

## Details

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**Other names** OLDCASTLE JUNIOR SCHOOL

**Status** Registered

**Legal form** Other

**Registered** 2001-02-01

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Oldcastle Primary School  
South Street  
Bridgend  
CF31 3ED

**Phone** 01656815790

**Email** [ADMIN@OLDCASTLEPS.BRIDGEND.CYMRU](mailto:ADMIN@OLDCASTLEPS.BRIDGEND.CYMRU)

**Website** [www.oldcastleprimary.co.uk](http://www.oldcastleprimary.co.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS OF SCHOOL (HEREINAFTER CALLED "THE SCHOOL") BY PROVIDING OR ASSISTING IN THE PROVISION OF EDUCATIONAL, RECREATIONAL AND OTHER CHARITABLE FACILITIES IN AUGMENTATION OF SUCH FACILITIES FINANCED BY THE LOCAL EDUCATION AUTHORITY OR THE DEPARTMENT FOR EDUCATION AND SCIENCE (DFEE). IN FURTHERANCE OF THIS OBJECT BUT NOT FURTHER OR OTHERWISE THE TRUSTEES MAY UNDERTAKE ACTIVITIES WHICH PROMOTE THE CHARITABLE WORK OF THE SCHOOL AND FURTHER THE EDUCATION AND ADVANCEMENT IN LIFE OF THE PUPILS.

**Activities:** Private school fund for trips, photos and general pupil activities including music lessons, afterschool club and community activities.

## Classification

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- **How:** Provides Services
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People

## Geography

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- **Area of benefit:** OLDCASTLE JUNIOR SCHOOL
- Bridgend

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-08-31	£52,233	£85,234	-	-
2024-08-31	£76,501	£90,890	-	-
2023-08-31	£76,074	£68,709	-	-
2022-08-31	£14,210	£25,640	-	-
2021-08-31	£7,325	£13,535	-	-

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## Trustees

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Name	Role	Appointed
ADDELL WHITELEY		2013-06-17
SUZANNE Evans		2013-06-17
Sara Peters		2017-09-01

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**OLDCASTLE PRIMARY SCHOOL**

England & Wales - Charity number 1084846

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# Accounts

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# OLDCASTLE PRIMARY SCHOOL

INSPIRE - MOTIVATE - EDUCATE

*Goreu Cam, Cam Cyntaf - The most important step is the first step*



## Annual Report and Meeting Notes

### Oldcastle Primary School – Charity Number 1084846

#### 1. Organisational Structure

##### **Committee Members**

Addell Whiteley

Sara Peters

Suzanne Evans

HeadTeacher

Deputy Headteacher

##### **Auditors**

Rachel Evans

Katie Lincoln

##### **Final Audit Sign off**

Headteacher and Chair of Governors

#### 2. Organisational Purpose and Aims

The purpose of the fund is to collect money from pupils, or other sources, to be spent for the general benefit of the pupils or the school, as a whole. The fund is usually referred to as Private Funds as the funds are not provided by the local authority under delegated budget.

The aims of the Charity are to support and enhance the education and welfare of pupils at the Primary School. The Charity will seek to achieve these aims by:

- Providing or assisting in the provision of educational resources, activities, and experiences not normally funded through statutory budgets
- Supporting enrichment activities, including educational visits, clubs, and events
- Promoting equality of access to opportunities for all pupils
- Supporting the general well-being and development of pupils as a whole

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**Mrs Ceri Littlewood - Headteacher**

South Street, Bridgend. CF31 3ED

Telephone: 01656 815790 Email: [admin@oldcastleps.bridgend.cymru](mailto:admin@oldcastleps.bridgend.cymru) / [ask@oldcastleprimary.co.uk](mailto:ask@oldcastleprimary.co.uk)  
[www.oldcastleprimary.co.uk](http://www.oldcastleprimary.co.uk)

# OLDCASTLE PRIMARY SCHOOL

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## **Accounts (meeting held 9.7.2025 with the school's finance committee governing body)**

### Private Fund

Balance £41,392, which consists of £10,000 reserve and funds in relation to swimming funds, residential funds, trip funds and rewards day funds. These funds are then transferred back to budget in April each year. The transfer in April 2025 was £29,793.

### Music Fund

Balance £1,050, this holds current music funds until they are transferred to budget in April each year. The transfer in April 2025 was £8,188.

### After School Club

Balance £2,342, this holds current ASC funds until they are transferred to budget in April each year. The transfer in April 2025 was £38,888.

Governors commented that the remaining funds in Music and Afterschool Club seem lower than usual. This was confirmed, that yes, both facilities will see an increase in fees in the coming school year, to ensure the clubs are sustainable moving forward. This year, both facilities collected sufficient funds just short of covering the costs, this was due to an increase in operating costs. There is also no capacity to cover staff sickness and fees will need to be increased for the coming year.

The fees will increase by £1 per session in September, this will ensure future longevity of both clubs.

**OLDCASTLE PRIMARY Private Funds including Music and Afterschool Club**

**SUMMARY OF ACCOUNTS END OF YEAR 2024-2025**

ACTIVITY	RECEIPTS £	PAYMENTS £
<b>Income</b>		
Private Fund	24969.02	
ASC	12864.45	
Music	14399.64	
<b>Expenditure</b>		
Private Fund		33640.17
ASC		38888.67
Music		12705.00
<b>Totals</b>	<b>52233.11</b>	<b>85233.84</b>

SUMMARY

Balance in Hand 3/9/2024	90431.13
ADD Receipts during period	52233.11
LESS Payments during period	<b>85233.84</b>
Balance in Hand 01/09/2025	57430.40

**BRIDGEND COUNTY BOROUGH COUNCIL**

**SCHOOL PRIVATE FUNDS**

**ANNUAL CERTIFICATE 2024/2025**

**Part I:**

SCHOOL NAME.....Oldcastle Primary School .....

TITLE OF FUND.....Private Fund Account.....

BANKERS.....Barclays.....

COMMITTEE: I have read the Notes of Guidance for School Private Funds

Chairman.....Suzanne Evans.....

Treasurer.....Addell Whiteley.....


Secretary.....Sara Peters.....

Others.....Ceri Littlewood and Finance Committee.....

Auditors (2).....Rachel Evans (Staff) and Katie Lincoln (staff)

DATE OF LAST COMMITTEE MEETING: .....09/07/2025.....

I certify that the above is correct and in accordance with the Notes of Guidance governing School Private Funds

Signed:  Date: 26.01.26  
Headteacher

Signed:  Date: 04/02/26  
Chair of Governing Body

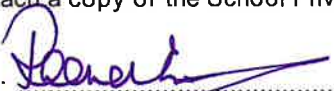
**Part II:**

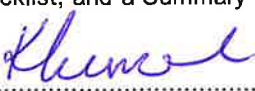
**AUDITORS' CERTIFICATE**

I have read the Bridgend County Borough Council's School Private Fund Notes of Guidance, including the notes for Guidance for Auditors, dated December 2016.

I/We certify that I/we have examined the books and records relating to the School Private Fund for the period from .....1.9.24..... to .....31/8/25..... and the attached Summary of Accounts as at 31 August 2025 . I/We have checked the Receipts and Payments and confirm that the attached Summary of Accounts is in accordance with the books and vouchers and explanations given to me / us. The fund has been operated in accordance with the School Private Fund Notes of Guidance.

I /We attach a copy of the School Private Funds - Auditors' checklist, and a Summary of Accounts.

SIGNED:   
(Hon. Auditor)

SIGNED:   
(Hon. Auditor)

DATE: 30/11/2025

DATE: 4/12/25

If you are unable to sign this certificate, please contact the Corporate Director – Education and Family Support.

**OLDCASTLE PRIMARY SCHOOL**

England & Wales - Charity number 1084846

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# Accounts

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# OLDCASTLE PRIMARY SCHOOL

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- Auditors for the year will be

Katie Lincoln (Teacher)  
Rachel Evans (Teacher)

## OLDCASTLE PRIMARY SCHOOL

### PRIVATE SCHOOL FUND -SUMMARY OF ACCOUNTS FOR Year 23-24

ACTIVITY	RECEIPTS £	PAYMENTS £
<b>Income</b>		
Afterschool Club	41493.31	
Music	11393.16	
Other Private Funds	23615.18	
<b>Expenditure</b>		
Afterschool Club		48957.44
Music		11975.00
Other Private Funds		29958.40
<b>Totals</b>	<b>76501.65</b>	<b>90890.84</b>

#### SUMMARY

Balance in Hand 1/9/2023	81743.50
ADD Receipts during Year	76501.65
LESS Payments during Year	90890.84
Balance in Hand 31/8/2024	<b>67354.31</b>

Fully audited as per our guidance

**BRIDGEND COUNTY BOROUGH COUNCIL**

**SCHOOL PRIVATE FUNDS**

**ANNUAL CERTIFICATE 2023/2024**

**Part I:**

SCHOOL NAME.....Oldcastle Primary School .....

TITLE OF FUND.....Private Fund.....

BANKERS.....Barclays.....

COMMITTEE: I have read the Notes of Guidance for School Private Funds

Chairman.....Suzanne Evans.....

Treasurer.....Addell Whiteley.....

Secretary.....Sara Peters.....

Others.....Ceri Littlewood and Finance Committee.....

Auditors (2).....Rachel Evans (Staff) and Katie Lincoln (staff)

DATE OF LAST COMMITTEE MEETING: .....19/6/24.....

I certify that the above is correct and in accordance with the Notes of Guidance governing School Private Funds

Signed:  Date: 17/12/24  
Headteacher

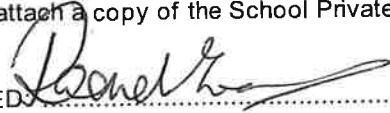
Signed:  Date: 10/01/25  
Chair of Governing Body


**Part II:**

**AUDITORS' CERTIFICATE**

I have read the Bridgend County Borough Council's School Private Fund Notes of Guidance, including the notes for Guidance for Auditors, dated December 2016. I/We certify that I/we have examined the books and records relating to the School Private Fund for the period from .....1.9.23..... to .....31/8/24..... and the attached Summary of Accounts as at 31 August 2024 . I/We have checked the Receipts and Payments and confirm that the attached Summary of Accounts is in accordance with the books and vouchers and explanations given to me / us. The fund has been operated in accordance with the School Private Fund Notes of Guidance.

I/We attach a copy of the School Private Funds - Auditors' checklist, and a Summary of Accounts.

SIGNED:   
(Hon. Auditor)

SIGNED:   
(Hon. Auditor)

DATE: 24/10/2024

DATE: 27/11/24

If you are unable to sign this certificate, please contact the Corporate Director – Education and Family Support.

**OLDCASTLE PRIMARY SCHOOL**

England & Wales - Charity number 1084846

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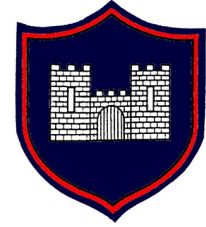
# Accounts

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# Oldcastle Primary School

Mr J Malessa Thompson  
Headteacher  
South Street  
Bridgend  
CF31 3ED  
Telephone: 01656 815790



## Meeting of the Private Fund Committee and Governors Finance Committee Meeting

15/6/23

### Present

Ceri Littlewood, Nerys Sales, Barrie Lewis, Heather Holder,, Gemma Poupon, Amanda Moore, Paige Baldwin, Lowri George, Martin Smidman, Janine Burr, Nia Vaughan, Barrie Lewis.

### Minutes

- The Private Fund Committee for the forthcoming year will remain as this year.  
Suzanne Evans  
Sara Peters  
Addell Whiteley  
Headteacher  
Deputy Headteacher
- An overview of the account was provided, and all present were invited to view the accounts.

### Music Fund

Costs to school for the year 2022-2023 for the time of the music teacher are £8385.40. This will be transferred back to budget shortly. Balance rolled forward is £1667. The school retains the right to move this back to budget to cover the music SLA should they not have the funds to cover the cost. (cost appx £2800)

### Afterschool Club

Costs to the school for the year 2022-2023 for the club are £48,694 this will be transferred back to the budget shortly. Balance remaining of £1620 which will be used as a contingency for the coming year.

### Private Funds

This fund holds a variety of funds (around £30000) to pay for a variety of items, such as swimming, panto, trips, year 6 events, residential trip, rewards day, enrichment activities. Funds are also earmarked for future enrichment activities such as tennis, fencing and cooking, and hall hire (around £5,000). The school keeps £10,000 in reserve. Some of these funds will be moved across to budget shortly.

### Audit requirements

The accounts for both the Autumn term are complete and have been audited, the Spring Term accounts are currently with the auditors.

Auditors for this school year will be Rachel Evans and Katie Lincoln along with a final check by the headteacher and the chair of governors. Governors who wish to view the accounts may do so at any time by contacting Addell Whiteley.

- Music and After school club income is fairly level and the cost of the running both is covered by the income, this is transferred annually, last year the school paid for part of both costs. The school covers the music SLA costs whilst the income covers the music teachers' costs.
- An amount of £10,000 will be kept in reserve.

Agreed by all present. FGB

**OLDCASTLE PRIMARY Private School Funds**  
**SUMMARY OF ACCOUNTS FOR YEAR 2022/2023**

ACTIVITY	RECEIPTS £	PAYMENTS £
Income -	Autumn 10097.84 Spring 6768.75 Summer 5219.80	
Expenditure -		Autumn 3377.60 Spring 1009.00 Summer 3080.00
Totals	<b>22086.39</b>	<b>7466.60</b>

SUMMARY

Balance in Hand 1.9.2022	<u>43752.35</u>
ADD Receipts during Year 22-23	22086.39
LESS Payments during Year 22-23	7466.60
Balance in Hand 31/8/23	<u>58372.14</u>



Hon Auditor



Hon Auditor



Treasurer

12/12/2023

Date

15/1/24

Date

1.12.23

Date

## OLDCASTLE PRIMARY ASC FUND

### SUMMARY OF ACCOUNTS FOR ASC Year 2022/2023

ACTIVITY	RECEIPTS £	PAYMENTS £
Income -	Autumn 13336.09 Spring 15976.30 Summer 13186.25	
Expenditure -		18.00 15.00 48694.09
<b>Totals</b>	<b>42498.64</b>	<b>48727.09</b>

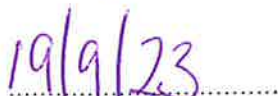
#### SUMMARY

Balance in Hand 31 <sup>st</sup> August 2022	<u>27083.80</u>
ADD Receipts during Year 22-23	42498.64
LESS Payments during Year 22-23	<u>48727.09</u>
Balance in Hand 31/8/23	<u>20855.25</u>

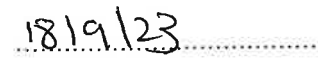
  
.....  
Hon Auditor

  
.....  
Hon Auditor

  
.....  
Treasurer

  
.....  
Date

  
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Date

  
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Date

## OLDCASTLE PRIMARY Music FUND

### SUMMARY OF ACCOUNTS FOR Music Year 2022/2023

ACTIVITY	RECEIPTS £	PAYMENTS £
Income -	Autumn 3894.92 Spring 3558.64 Summer 4035.65	
Expenditure -		Autumn 1350.00 Spring 1480.00 Summer 9685.40
<b>Totals</b>	<b>11489.21</b>	<b>12515.40</b>

#### SUMMARY

Balance in Hand 1.9.2022	3542.20
ADD Receipts during Year 22-23	11489.21
LESS Payments during Year 22-23	12515.40
Balance in Hand 31/8/23	2516.01

  
.....  
Hon Auditor

  
.....  
Hon Auditor

  
.....  
Treasurer

15/10/2023  
.....  
Date

26/10/23  
.....  
Date

21/9/23  
.....  
Date

**BRIDGEND COUNTY BOROUGH COUNCIL**

**SCHOOL PRIVATE FUNDS**

**ANNUAL CERTIFICATE 2022/2023**

**Part I:**

SCHOOL NAME.....Oldcastle Primary School .....

TITLE OF FUND.....School Private Fund.....

BANKERS.....Barclays.....

COMMITTEE: I have read the Notes of Guidance for School Private Funds

Chairman.....Suzanne Evans.....

Treasurer.....Addell Whiteley.....

Secretary.....Sara Peters.....

Others.....Ceri Littlewood and Finance Committee.....

Auditors (2).....Rachel Evans (Staff) and Katie Lincoln (staff)

DATE OF LAST COMMITTEE MEETING: ..... 15<sup>th</sup> June 2023.....

I certify that the above is correct and in accordance with the Notes of Guidance governing School Private Funds

Signed:  Date: 25/02/24  
Headteacher

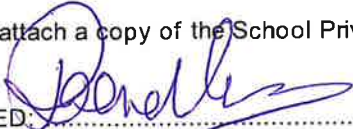
Signed:  Date: 12/03/24  
Chair of Governing Body

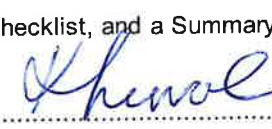
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I/We certify that I/we have examined the books and records relating to the School Private Fund for the period from .....1.9.22..... to .....31/8/23..... and the attached Summary of Accounts as at 31 August 2023 . I/We have checked the Receipts and Payments and confirm that the attached Summary of Accounts is in accordance with the books and vouchers and explanations given to me / us. The fund has been operated in accordance with the School Private Fund Notes of Guidance.

I/We attach a copy of the School Private Funds - Auditors' checklist, and a Summary of Accounts.

SIGNED:   
(Hon. Auditor)

SIGNED:   
(Hon. Auditor)

DATE: 12/12/2023

DATE: 15/1/24

If you are unable to sign this certificate, please contact the Corporate Director – Education and Family Support.