

# St Alban's PFA Chair's Report for 2022-23

Welcome everyone and thanks for attending this year's AGM.

The objective of the PFA is set out in our constitution (available on the school website): we exist to assist with building the social community of the school and to raise funds to create better learning experiences for our children. All parents are automatically members. Our constitution is closely modelled on that suggested by the central PFA body 'Parentkind' (of which we are members and with whom we have our insurance).

This report confirms the trustees have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit as outlined in the guidance issued by the Charity Commission. It should be read alongside the financial report, which fully details exactly how our money is raised and spent

The Committee consists of at least 3 members. At an EGM on 8 November Joe Scott was elected as Chair, Emma Boland and Carolina Stannard continued as Secretary and Treasurer respectively with Stefania Deidda elected as Deputy-Treasurer. Jane Burke also continued as a committee member. Any member can stand for any of the posts available, they need to only be proposed and seconded by two other members, and if ever there were more than one person standing then a vote would be held. Furthermore, we are supported by a wonderful events committee of volunteers and a similarly brilliant small team of year reps. We are an official charity and the trustees are Joseph McCrossan and the Committee. Our return to the charity commission for the previous year was filed on time and has not been queried.

Every year we agree on a draft plan for events and fundraising. Mr McCrossan represents the teachers and liaises with the governors in agreeing the plan. We circulate the draft in rough to those who will help most often and then communicate it to all members (as a plan).

Highlights of the past year include:

- Pumpkin parties were hugely enjoyed by the majority of the children with their colourful costumes and creative entries to the pumpkin carving competition.
- The Advent Fair was a wonderful fun-filled festive occasion. There were more donations than ever making it easy to stock the fair so all kids had plenty to choose from. There were lots of volunteers - 45 parents total. New for the afternoon were carols, hot food, and drink which all went down very well with many people staying longer.

- A very well attended, child-friendly and enjoyable Spring Social organised by year 5 families - complete with bar, curry and a quiz.
- The 'Break The Rules Day' annual sponsored event was rebranded as "The Big Take Over Day". The School Council contributed ideas such as "teaching the teachers" and not wearing uniform. The children had a very enjoyable time and took great pleasure doing things that they would not be expected to do normally.
- The main fundraising goal for the year of £3,000 towards refurbishing the KS1 playground and the installation of anti-idling signs was achieved with the help of a community grant from AstraZeneca and contributions from all families. Special thanks to Alexis Zavros for bringing the anti-idling signage campaign to fruition and Eleanor Fung for nominating the school for the AstraZeneca Community grant.
- A full Summer Fete - with perfect weather for an afternoon and a great turnout. This included a full BBQ and bar, Irish dancing, raffles, book stalls, tombolas, water fights, crockery smash, sporting challenges, hook the duck, splat the rat and face painting.

Cake sales, Uniform sales, bags to school, Christmas cards, strawberries/music evenings and Christmas lunches completed the programme of events along with other contributions such as crackers for the school Christmas lunch and eggs for the Easter Egg Hunt.

The PFA strives to bring together and celebrate the school community. I hope this year that the PFA will continue to gain more support and build upon what has previously been achieved.

I would like to finish the Chair's report by offering a word of appreciation to everyone involved in the PFA this year. Thank you to the committee for their support and for being patient with me as I onboarded in my role as Chair, the unfailing events committee for their impressive organising skills and ability to prepare such enjoyable events, and our indispensable team of Year Reps for effectively communicating all the news and key information with parents.

The willingness of the PFA to contribute has been incredible despite all the commitments they have at home or at work. It goes without saying that without the overwhelming enthusiasm, generosity and goodwill of all involved, these events wouldn't be so successful.

It has been a privilege being the Chair and I very much look forward to working with you all in the coming year to continue actively supporting the committee and the school community.

Joe Scott

	2022/23		2021/22
Opening Balance 1 September	£ 18,868.13		£ 7,431.11
Income	£ 28,814.44		£ 35,614.15
Expenditure	£ 6,628.21		£ 4,839.49
Funding paid to school	£ 20,489.95		£ 18,210.00
Money spent	£ 27,118.16		£ 1,305.00
	£ 20,564.41	Donation Ukrn	£ 18,690.77
Closing Balance of Accounts on 31 August	£ 20,739.89		£ 18,868.13
Actual in bank on 31 August*	(306.44 Bfund)	£ 177.36	(306.44 Bfund)
(* cheques uncashed and money owed)			

	Income	Expenditure	Net Income	Income	Expenditure	Net income	Income
Lottery licence	0.00	63.00	(63.00)	0.00	40.00	(40.00)	0.00
Advent fair	4,061.34	741.60	3,319.74	2,109.52	358.80	1,750.72	0.00
Icecream sales	948.35	224.25	724.10	1,155.10	117.90	1,037.20	0.00
Cake sales	1,725.35	0.00	1,725.35	0.00	0.00	0.00	0.00
Bag2school	206.00	0.00	206.00	243.00	0.00	243.00	261.00
Uniform sales	424.33	0.00	424.33	583.55	0.00	583.55	363.00

Pumpkin party	332.00	329.00	3.00	373.00	333.00	40.00	0.00
Veg boxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Christmas Cards	294.24	0.00	294.24	526.50	0.00	526.50	0.00
Sponsored Event*	1,629.33	0.00	1,629.33	2,605.16	0.00	2,605.16	1,706.00
Concert - strawberries	200.00	89.00	111.00	160.00	0.00	160.00	0.00
Y5 Social Evening	1,196.70	214.70	982.00	2,497.47	1,598.14	899.33	178.00
Leavers disco	1,084.39	451.94	632.45	994.45	368.95	625.50	0.00
Summer Fete	5,508.95	1,690.07	3,818.88	4,154.22	1,204.50	2,949.72	823.00
Equipment/expenses	0.00	714.75	(714.75)		50.00	(50.00)	0.00
Christmas crackers/tablecloths	0.00	50.00	(50.00)	0.00	0.00	0.00	0.00
PTA UK (insurance and membership)	0.00	140.00	(140.00)	0.00	116.00	(116.00)	0.00
Easter eggs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Donations direct to bank	2,258.15		2,258.15	11,911.00	0.00	11,911.00	1,486.00
Donations via website (not event)**	545.00	695.00	(150.00)	1,298.47	0.00	1,298.47	7,480.00
Easyfundraising & amazonsmile	578.43	0.00	578.43	545.67	0.00	545.67	299.47
Lego/Easter egg auction/craft fair			0.00	0.00	0.00	0.00	222.10
Waitrose				0.00	0.00	0.00	0.00
Gift Aid	436.88	0.00	436.88	3,315.00	0.00	3,315.00	1,724.08
Knitting club			0.00	0.00	0.00	0.00	0.00
Parent Sponsored Activities***	700.00	410.00	290.00	1,111.59	0.00	1,111.59	0.00
World book day & Global day			0.00	165.55	0.00	165.55	726.00
Christmas trees/Wreaths	685.00	724.20	(39.20)	927.00	652.20	274.80	
Raffle only in 21/22			0.00	937.90	0.00	937.90	
Bank charges/expense	0.00	90.70	(90.70)				
Big donations ****	6,000.00			10,000.00			
<b>Subtotals</b>	<b>28,814.44</b>	<b>6,628.21</b>	<b>22,186.23</b>	<b>35,614.15</b>	<b>4,839.49</b>	<b>30,774.66</b>	<b>15,268.65</b>

Money paid to fund school	11,435.00	18,210.00	
Money spent on charitable donations	0.00	1,305.00	-1,305.00
Money spent on playground	9,054.95	0.00	

<b>Subtotal</b>		<b>20,489.95</b>					
<b>Totals</b>	<b>28,814.44</b>	<b>27,118.16</b>	<b>1,696.28</b>	<b>35,614.15</b>	<b>24,354.49</b>	<b>11,259.66</b>	<b>15,268.65</b>

\*Take Over Day

\*\* Idling campain

\*\*\* Wreath Making Workshop

\*\*\* One family and two Corporate Donations

The charity trustees have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the c

Equipment/expenses = £714.75                      BBQ, Card reader, Medals

Gift Aid is claimed a year in arrears - income for money raised will be claimed in 23/24

Owing - £1000

Two signatories are required on withdrawals on the account, current signatories are JB, SP, EC, TL, CS

HMRC authorised person is JB

Authorised to file charity commission return is JB

Authorised for Gambling licence JB

Closing balance does not reconcile with actual bank as money owing and cheques uncashed

## 22/23 Annual Accounts

equals actual in bank on 31 aug adjusted for outstanding payments from 19/20	2020/21		2019/20		2018/19	
	3338.68	(£939 was benevolent fund)	24740.92		9819.85	
	15,268.65		7,997.17		27792.19	
	292.15		1,173.47		4456.58	
	£ 10,128.33		5244.95		6481.87	(2 years together)
	329	(KS2 playground)	21,834.00	(KS2 playground)	1956.33	(Donation to Street Child)
	632.56	(Donation to ACT)	1500			
	7,225.29		2,985.67		24717.26	
	7431.11	(306.44 Bfund)	3,353.76	126.33	24781.86	

Expenditure	Net income	Income	Expenditure	Net income	Income	Expenditure	Net income	Income	Expenditure
40.00	(40.00)	0.00	20.00	(20.00)	0.00	20.00	(20.00)	0.00	20.00
0.00	0.00	1,848.64	342.04	1,506.60	1,888.47	266.12	1,622.35	1,555.92	253.46
50.00	(50.00)	0.00	0.00	0.00	921.70	16.98	904.72	632.92	53.91
0.00	0.00	1,029.30	0.00	1,029.30	920.63	0.00	920.63	806.14	0.00
0.00	261.00	138.00	0.00	138.00	124.00	0.00	124.00	116.00	0.00
0.00	363.00	185.00	0.00	185.00	467.27	0.00	467.27	243.60	0.00

0.00	0.00	594.45	468.27	126.18	559.31	427.84	131.47	536.55	460.25
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.32	0.00
0.00	0.00	194.00	0.00	194.00	336.00	0.00	336.00	237.00	0.00
0.00	1,706.00	3,000.00	0.00	3,000.00	5,364.25	0.00	5,364.25	4,875.54	0.00
0.00	0.00	0.00	0.00	0.00	66.80	40.00	26.80	0.00	64.92
0.00	178.00	0.00	0.00	0.00	3,016.50	1,399.85	1,616.65	969.00	431.54
0.00	0.00	0.00	0.00	0.00	1,086.10	464.13	621.97	1,111.61	467.44
0.00	823.00	0.00	128.58	(128.58)	4,666.43	1,043.59	3,622.84	4,462.56	1,305.31
0.00	0.00	0.00	104.58	(104.58)	0.00	256.07	(256.07)	0.00	84.87
91.15	(91.15)	0.00	0.00	0.00	0.00	50.00	(50.00)	0.00	45.00
111.00	(111.00)	0.00	110.00	(110.00)	0.00	105.00	(105.00)	0.00	105.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	1,486.00	852.00	0.00	852.00	875.00	0.00	875.00	730.00	0.00
0.00	7,480.00	75.00	0.00	75.00	160.86	0.00	160.86		
0.00	299.47	80.78	0.00	80.78					
0.00	222.10	0.00	0.00	0.00	530.00	355.00	175.00	209.41	0.00
0.00	0.00	0.00	0.00	0.00	220.00	0.00	220.00	182.00	0.00
0.00	1,724.08	0.00	0.00	0.00	197.87	0.00	197.87	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	12.00	(12.00)	0.00	50.00
0.00	0.00	0.00	0.00	0.00	6,391.00	0.00	6,391.00		

292.15	14,250.50	7,997.17	1,173.47	6,823.70	27,792.19	4,456.58	23,335.61	16,712.57	3,341.70
10,128.33	-10,128.33		5,244.95	-5,244.95		6,481.87	-6,481.87		13,065.54
329.00	-329.00		1,500.00	-1,500.00					2,437.72
0.00	0.00		21,834.00	-21,834.00		1,956.33	-1,956.33		

10,749.48      4,519.17      7,997.17      29,752.42      -21,755.25      27,792.19      12,894.78      14,897.41      16,712.57      18,844.96

commission

(Figures in green are reported for charities under 25k)



2017/18
11889.76
16712.57
3341.7
13065.54
2437.72
9757.37
11574.49

Net income
(20.00)
1,302.46
579.01
806.14
116.00
243.60

76.30														
44.32														
237.00														
4,875.54														
(64.92)														
537.46														
644.17														
3,157.25														
(84.87)														
(45.00)														
(105.00)														
0.00														
730.00														
209.41														
182.00														
0.00														
(50.00)														

13,370.87

-13,065.54

-2,437.72

-2,132.39



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**Independent Examiners Report to The Association of Parents and Friends of  
St Alban's Catholic School Trustees, for the period 1 September 2022 to 31  
August 2023**

**Charity No: 1108918**

**Responsibilities and basis of report**

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act").

In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

**Independent examiner's statement**

An independent examination is a form of external scrutiny that provides a limited check on specific matters. This limited form of check (sometimes referred to as 'negative assurance') provides less assurance in terms of the depth of work undertaken, versus an audit, and is limited to the matters on which the examiner reports.

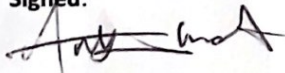
I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102) IER 2 October 2018. I have no concerns and have come across no matters in connection with the examination, to which attention should be drawn, to enable a proper understanding of the accounts.

In order to reliably make these attestations the books and records of the charity were obtained, and a sample of items requested and verified to underlying independent third-party records (such as bank statements, cheque books and or invoices).

The review was undertaken in May 2024 with the Trustee Carolina Stannard.

**Signed:**



**Date: 27 May 2024**

**Name: Anthony I. Mbadiwe**

**Relevant professional Qualification: Fellow - Association of Chartered Certified Accountants**

**Email Address: anthony\_mbadiwe@yahoo.co.uk**