



***The Friends of St Joseph's School –Meeting–
Tuesday 18th October 2022– 7.30pm***

Attendees

Parents: Kate M, Kyla W, Clare H, Donna H, Rachel L, Lucy c, Zoe C, Caroline P, Gail W, Ellie T, Alexa Q, Catherine C, Vicki M, Louisa W, Emma D

Staff Representatives: Rosie Gowers

Trustees: Lynette Bretherton, Catherine MacLennan, Abi Margetts

Apologies: Kerry L, Kirsty Cunningham, Laura B.

ITEM	ACTION(S)	OWNER																						
	Welcome	Lynette																						
February 2022 Minutes	Previously circulated by Parentmail	N/A																						
Update on Finances	<p>Annual accounts circulated. Net profit for 21/22 of £5,900 which is a wonderful achievement given that many events had to be cancelled due to covid restrictions.</p> <p>£12,600 returned to St Josephs for the provision of resources and trips / learning experiences</p> <table><tr><th>FUNDS2SCHOOL</th><th>COST</th></tr><tr><td>EYU Shed & Racking</td><td>3,882</td></tr><tr><td>Playground furniture</td><td>3,318</td></tr><tr><td>School Trips / Workshops / Gifts</td><td>3,081</td></tr><tr><td>Pantomime</td><td>576</td></tr><tr><td>Sportswear</td><td>284</td></tr><tr><td>Badges</td><td>186</td></tr><tr><td>Wild Flowers & Gardening</td><td>139</td></tr><tr><td>Classroom Games</td><td>124</td></tr><tr><td>Advance payment on Yr1 outside space & classroom reading areas</td><td>1050</td></tr><tr><td>TOTAL</td><td>£12,640</td></tr></table> <p>The first event of the new academic year, September’s quiz night, resulted in profit of c. £700.</p>	FUNDS2SCHOOL	COST	EYU Shed & Racking	3,882	Playground furniture	3,318	School Trips / Workshops / Gifts	3,081	Pantomime	576	Sportswear	284	Badges	186	Wild Flowers & Gardening	139	Classroom Games	124	Advance payment on Yr1 outside space & classroom reading areas	1050	TOTAL	£12,640	Catherine/ Lynette
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Committee / Trustees	Lynette and Catherine have stood down from their roles. Dan Weller has agreed to become the new treasurer. The role of chair is now vacant and we would very much welcome volunteers to take over this role. It can be taken by one person or a group sharing the role. Lynette will continue to act as chair in name only, and will organise events until the Christmas break.																							
Proposed Expenditure	Science Workshops: being organised with provider Sublime Slime. Science workshop costs c. £650+VAT. Parent contribution of c. £2.50 to be sought.	Lynette / Mrs																						

	<p>Year 1 outside space: spend agreed before summer and included in spend above (c. £1,000) and resources starting to arrive in school.</p> <p>Pantomine: booked for January with M&M Productions. Cost c. £1,000.</p> <p>School Trips: trips to be arranged for all classes.</p> <p>Reading areas in classrooms: classrooms to have designated zones for reading. Pupils' views will be sought for the design.</p> <p>It was discussed that how the money raised is spent needs to be promoted to parents/carers more. This will be by way of inclusion in school newsletters and displaying photos of items purchased.</p>	Gowers / All
Calendar of events – winter 2022	<p>Fireworks – Saturday 5th November 2022, Chinnor Rugby Club. Over 1,800 tickets already sold for 3,000 capacity. Volunteers sought to act as marshalls / ticket scanners on the night.</p> <p>Bags2School – Tuesday 22nd November.</p> <p>Christmas Fayre --Saturday 26th November. Lynette to lead.</p> <p>Christmas Discos – Friday 9th December. Kerry organising.</p> <p>Santa Sleigh -Saturday 10th December with Round Table.</p>	ALL
Calendar of events 2023	<p>Volunteers came forward to organise future events. Dates to be confirmed.</p> <p>Quiz – Kirsty</p> <p>Bingo -Kate/ Debs</p> <p>Movie Night – Kyla</p> <p>Spring Fair – Gail</p> <p>Ice cream Sales – Catherine</p> <p>Xmas Fayre 2023 – Kate</p> <p>Other ideas discussed including silent auction and summer party/ball. Any suggestions would need a dedicated volunteer to take forward.</p>	ALL
AOB	Reading – Mrs Gowers advised that the school is now able to welcome back parent / carer volunteers to assist with reading. Those interested should contact the office	ALL
Next Meeting	TBC May depend on new Chair / Chairs coming forward to co-ordinate.	ALL

Final Accounts @ 30 Sept 2022

FRIENDS OF ST. JOSEPH'S SCHOOL, THAME

Receipts & Payments for the year ended 30 September 2022

Accounts prepared by Catherine MacLennan, Treasurer

		Unrestricted Funds	
	Notes	2021/22 £	2020/21 £
Receipts			
Fundraising Events	1	20,585	9,580
Fireworks Deposit Returned			
Donations	1	3,264	1,358
Advances on 2021/22 Events	5	7,829	3,550
		<u>31,678</u>	<u>14,488</u>
Payments			
Fundraising Events	1	17,357	4,337
Exceptional Items / Other Year	5	1,743	
Miscellaneous Payments / Insurance	2	590	218
		<u>19,691</u>	<u>4,555</u>
Net Income		<u>11,987</u>	<u>9,933</u>
Payments to school	4	12,638	6,994
Surplus / Deficit for the Year		<u>- 651</u>	<u>2,939</u>

Statement of Assets & Liabilities as at 30 September 2022

	2021/22 £	2020/21 £
Current Assets		
Bank Community account	11,262	11,829
Paypal Account		
Giftaid Claims		
Cash in Hand	177	262
	<u>11,439</u>	<u>12,091</u>
Current Liabilities		
O/S cheques	0	0
Net Assets	<u>11,439</u>	<u>12,091</u>
Represented By:		
		£
Accumulated Funds B/F	12,091	9,152
Surplus / Deficit for the Year	-651	2,939
	<u>11,439</u>	<u>12,091</u>

Notes to the Accounts 2021/22

Note 1 - Fundraising Activities

	2021/22			
	Receipts	Payments	Profit (Loss)	
	£	£	£	
Fundraising Events				
Fete	2,494	-824	1,669	
Playground Sales	938	-18	919	
Raffle	1,140	-372	768	
Xmas Fayre	565	-247	318	Event cancelled
Tombola	257		257	
Smarties	292	-45	247	
Xmas Cards	986	-789	197	
Pencil Cases	702	-604	98	
Xmas Shop 2021	202	-199	2	Event cancelled
Disco	149	-618	-172	Event cancelled
Tea Towels	254	-479	-226	
Fireworks 2021	879	-13,142	-851	Actual Profit £2699
Total Fund Raising	8,857	- 17,337	3,227	
Donations				
	£			
Amazon	97			
Bags2School	159			
Coop Community Fund	2,000			
Easyfundraising	39			
INLOCO	20			
Duck Race	950			
Total Donations	3,264			

Note 2 - Other Receipts & Payments

	2021/22	2020/21
Other Receipts	£	£
Bank Interest	0	0
Other Payments	£	£
Admin	148	171
AGM / Meetings	147	46
Gifts	295	
Miscellaneous Payments / Insurance	590	217

Note 3 - Underlying Profit

	2021/22	2020/21
	£	£
	5,901	6,383

Note 4 - Payments to St Joseph's School

	2021/22	2020/21
	£	£
School Trips / Workshops / Gifts	4,131	1,766
EYU Shed & Racking	3,882	
Playground furniture	3,318	
Pantomime	576	287
Sportswear	284	
Badges	186	
Wild Flowers & Gardening	139	
Classroom Games	124	
Classroom Books		572
Magazine Subscriptions		178
Xmas Tree		50
Crafts to Home Schoolers		521
Beebots		432
Classroom Resources		405
Playground Markings		2,785
	12,638	6,995

Note 5 - Exceptional Items / Other Year

Income of £7829 is being held in our account on behalf of the three Thame primary schools for the fireworks display on 5th Nov 2022 (FY2022/23) and £1467 of joint expenses have been incurred. Expenses of £275 have been incurred for the kids disco and Xmas fayre to be held in Dec 2022.

Note 6 - Accounting policies

These Accounts have been prepared in a Receipts and Payments basis as allowed by the Charity Commission of England and Wales for small charities. No statutory format exists, however the Commission's guidance on preparing Receipts and Payments accounts has been followed. As advised by the Commission these accounts have been prepared in a consistent way from year to year. Cash floats have been excluded from both fundraising event receipts and payments as they do not represent true Income or Expenditure. There are no restricted funds. No Stipulation has been made by other donor as to how money is to be spent and no endowments have been made.

Note 7 - Trustee's Expenses

No remuneration was paid to any trustee. Expenses are paid to Trustees and other Friend's members for purchases relating to PTA events and other activities. No travel expenses have been paid as PTA members have chosen not to submit claims. In 2021/22 £1971 was reimbursed to Trustees wholly relating to PTA events and other Activities.

	£
Lynette Bretherton	1,582
Jo Dinnage	263
Catherine MacLennan	126
Total	1,971

Prepared by:



Catherine MacLennan
Treasurer- Friends of St Joseph's School, Thame
Charity Number 1135408

Date: 1/6/2023

I confirm that this is a true record based on the books and records made available to me.



Kathrine Bayer
Independent Examiner

Date: 3/6/23