



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/07/2023 Period start date To 30/06/2024 Period end date

Charity name: St Joseph's Convent Secondary School Ex pupils Association

Charity registration number: 1149886

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Supporting the staff and present pupils of the school, morally and financially; To create and participate in activities that will generate funds for the advancement of education. To assist and support the school authorities in maintain the high standards of the school. To help with the procurement of equipment/materials which will benefit all pupils, e.g.: laboratory and library equipment. Maintain a good relationship among ex-pupils and strengthen the link between the association and the school.
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	Fundraising is back in full flow kickstarted with the association's Annual Luncheon Sale on Saturday 15 th September 2023 which was very well-attended. This was followed by our Annual Charity Dinner & Dance on Saturday 2 nd December and it was a sold-out event.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	When reviewing SJSS Old Girls Association aims and objectives, the Trustees have referred to the Charity Commission's general guidance on public benefit. The guidance is consulted in carrying out our activities, for example those pertaining to fund raising. The trustees consider how planned activities will contribute to the Association's aims and objectives.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The charity does not offer grants to any individual or institution. The charity did not receive any funding from the Government

		or other agency. Our funds are generated from fundraising activities held during the year.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Financial contributions were made by members towards functions. Food, drinks and raffle tickets were sold at Luncheon Sale. The same applies to the Dinner & Dance.
Other		Stakeholder consultations at the school

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	A Scholarship & Mentor Program was originally set up to benefit 10 pupils of the school. Due to the number of applicants, the Association decided to increase the number of scholarships. This has caused a delay in the implementation of the program. Members have volunteered to mentor pupils. The vetting process had been completed with 11 pupils selected to be recipients of the scholarship. The estimated start date would be September 2025, at the start of the academic year.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Funds have been carried over to the financial year and ringfenced to be disbursed towards the Scholarship & Mentor programme.
Performance of fundraising activities against objectives set	Para 1.41	Objective to increase income versus prior year was achieved.

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	Performed by an Independent Examiner. See report.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held in the savings account for any emergency expenditure.
Amount of reserves held	Para 1.22	£49,757
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	The association's primary means of generating funds is through fundraising. The rest of the income comes from donations made by members and the public.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
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	The trustees are elected by the members of the association at the annual General Meeting. The association is managed by an elected executive body.

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	The association is an independent UK charity. It is a membership organisation with an elected Executive and Trustees
Relationship with any related parties	Para 1.51	The Association continues to collaborate with other Alumni chapters in the United States and Sierra Leone.
Other		

Reference and Administrative details

Charity name	St Joseph's Secondary School Old Girls Association
Other name the charity uses	St Joseph's Ex-Pupils Association (UK Branch)
Registered charity number	1149886
Charity's principal address	71 Sycamore Road Strood Rochester Kent ME2 2PH

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	Akua Leigh-Williams	President		Membership at election
2	Sandra Floode	Trustee		Membership at election
3	Lanza Wilson	Trustee		Membership at election
4	Susan Nicholls	Trustee		Membership at election
5	Esther Adenuga	Trustee		Membership at election
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

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

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)

Akua Leigh-Williams

Full name(s)

Akua Leigh-Williams

Position (eg Secretary,
Chair, etc)

President

Date

02/05/2025

St Joseph's Secondary School Old Girls Association

Registered charity number 1149886

DIRECTORS REPORT

AND

ACCOUNTS FOR THE PERIOD FROM 1 JULY 2023 TO 30 JUNE 2024

Independent examiner's report to the trustees of St Joseph's Convent Secondary School Ex Pupils Association

I report to the trustees on my examination of the accounts of the St Joseph's Convent Secondary School Ex pupils Association for the year ended 30 June 2024 which are set out on pages 11 to 14.

Responsibilities and basis of report

As the charity trustees of the St Joseph's Convent Secondary School Ex pupils Association, 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 St Joseph's Convent Secondary School Ex pupils Association 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

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:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.



Signed:

Name: Desmond John FCCA

Date: 2 May 2025

St Joseph's SS Old Girls Assoc.
Statement of Financial Activities
For the period from 1 July 2023 to 30 June 2024

	Unrestricted Funds Period ended 30 June 2024 £	Restricted Funds Period ended 30 June 2024 £	Total Funds Period Ended 30 June 2024 £	Total Funds Period Ended 30 June 2023 £
Incoming Resources (note 3)				
Voluntary income	44,456	2,210	46,666	20,062
Investment income	<u>312</u>	<u>-</u>	<u>312</u>	<u>80</u>
Total incoming resources	<u>44,768</u>	<u>2,210</u>	<u>46,978</u>	<u>20,142</u>
Resources Expended (note 4)				
Charitable activities	31,000	776	31,776	13,989
Total resources expended	<u>31,000</u>	<u>776</u>	<u>31,776</u>	<u>13,989</u>
Net movement in funds	<u>13,768</u>	<u>1,434</u>	<u>15,202</u>	<u>6,153</u>
Reconciliation of funds				
Total funds brought forward	35,989	4,025	40,014	33,861
Add: movement in fund	<u>13,768</u>	<u>1,434</u>	<u>15,202</u>	<u>6,153</u>
Total funds carried forward	<u>49,757</u>	<u>5,459</u>	<u>55,216</u>	<u>40,014</u>

**St Joseph's SS Old Girls Assoc.
Balance Sheet as at 30 June 2024**

	30 June 2024 £	30 June 2023 £
Fixed Assets	-	-
Current Assets		
Debtors	-	-
Cash at bank and in hand (Note 5 and 6)	<u>55,216</u>	<u>40,014</u>
Total Current Assets	<u>55,216</u>	<u>40,014</u>
Liabilities		
Creditors falling due within one year	-	-
Net Assets	<u>55,216</u>	<u>40,014</u>
Funds of the charity		
Unrestricted Funds (Note 5)	49,757	35,989
Restricted Funds (Note 6)	<u>5,459</u>	<u>4,025</u>
Total Funds	<u>55,216</u>	<u>40,014</u>

For the year ending 30 June 2024, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Chair Akua Leigh-Williams

Akua Leigh-Williams

Date: 2nd May 2025

St Joseph's SS Old Girls Assoc.

Notes to the Accounts

Note 1: Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

Basis of Accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)) and the Charities Act 2011.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Grants and donations are included in the SoFA when the charity has unconditional entitlement to the resources and incoming resources from tax reclaims are included at the same time as the gift to which they relate.

Investment income is included when receivable.

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred.

Costs of generating funds are those costs incurred in attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its members. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include independent examination fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are directly allocated.

Fixed Assets

No fixed assets are owned by the charity

Note 2: Trustees Remuneration

No remuneration was paid to the trustees in the 12 month period ended 30 June 2024.

	Total Funds 12 month period ended 30 June 2024 £	Total Funds 12 month period ended 30 June 2023 £
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Note 3: Analysis of incoming resources

Voluntary Income:

Unrestricted donations	44,456	16,330
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Restricted donations	2,210	3,732
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Investment income:

Bank interest	<u>312</u>	<u>80</u>
	<u>46,978</u>	<u>20,142</u>

Note 4: Analysis of resources expended

	12 month period ended 30 June 2024	12 month period ended 30 June 2023
General Administration	215	162
Fund Raising Events	21,580	4,495
Accounting Costs	-	-
Charitable Expenditure	<u>9,981</u>	<u>9,332</u>
Total	<u>31,776</u>	<u>13,989</u>

Note 5: Unrestricted Fund

	Main Current Account	Savings Account (£)	Total (£) 2024
Balance as at 1 July 2023	25,212	10,777	35,989
Receipts during year	44,456	313	44,769
Expenditure during year	(31,001)	-	(31,001)
Transfers between accounts	<u>(20,000)</u>	<u>20,000</u>	=
Balance as at 30 June 2024	<u>18,667</u>	<u>31,090</u>	<u>49,757</u>

Note 5: Restricted Fund

	At 1 July 2023	Income	Expenditure	At 30 June 2024
Goodwill	4,025	2,210	776	5,459
Building Development	---	---	---	---
Total incoming resources	<u>4,025</u>	<u>2,210</u>	<u>776</u>	<u>5,459</u>

Goodwill Fund

The income is from contributions from members, and it is used for payment to members who suffer bereavement, celebrate birthdays and other similar purposes.