

**Our Lady's Roman Catholic Combined School  
Parent Teacher Association**



**Annual report and financial statements  
for the Year ended 31 July 2022**

**Registered charity number: 272067**

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## **1. Officers and Advisors**

The Association was registered with the Charity Commission on 13 October 1976 and is governed by its constitution.

The following persons were elected at the AGM & EGM to oversee the running of the association during the year were as follows:-

Sharon Dodd (Chair)	<b>Resigned – 18 October 2022</b>
Nicola Brown (Vice Chair)	<b>Resigned– 18 October 2022</b>
Marine Qasam (Treasurer)	<b>Resigned– 18 October 2022</b>
Elizabeth McCarthy (Secretary)	<b>Resigned– 18 October 2022</b>
Dave Tanasescu (Chair)	<b>Elected – 18 October 2022 Resigned – 2 February 2023</b>
Tina O' Brien(Secretary)	<b>Elected – 18 October 2022</b>
Jessica Roberts (PTA Committee member))	<b>Elected – 18 October 2022</b>
Sheena D'Souza-prabhu (Treasurer)	<b>Elected – 18 October 2022</b>
Laura Kriesel (Chair)	<b>Elected – 2 February 2023</b>

As well as the above, the association has two representatives from each year group who help organise and run fundraising events.

### **Registered office**

Our Lady's Catholic Primary School, Chesham Bois, Amersham, HP6 5PL.

### **Bankers**

HSBC, 181 High St, Berkhamsted HP4 3HQ

### **Independent Examiner**

Kate Rushton

## **2. Objectives of the PTA**

Our Lady's Roman Catholic Combined School Parent Teacher Association ('the PTA') is a registered charity run by a committee elected each year at the Annual General Meeting, held in the Autumn term. All parents or guardians of children at the school are members and it is dependent on a continuous cycle of parental involvement.

The objective of the PTA is to advance the education of the pupils at the School by providing and assisting in the provision of facilities for education (not normally provided by the Local Education Authority) and as ancillary thereto and in furtherance of this objective the Association may:

- Foster more extended relationships between the staff, parents and other associated with the School; and
- Engage in activities which support the School and advance the education of the pupils attending it.

## **3. Fundraising and events organised**

A number of events were organised during the year for the staff, parents, children and others associated with the school to enjoy.

- Fayres – two traditional school fayres were held during the year; the Hollyberry Fayre held in December. The fayre had a variety of stalls with games, refreshments, toys/gifts to buy, a candlelit performance from the school choir. In addition, the PTA held a summer fayre entitled 'The Strawberry Fest', which included two BBQ's, refreshments, games, face painting, bouncy castle and live music performances.
- Voucher Scheme – parents/families associated with the school are given the opportunity to purchase a store gift card and in return the PTA receives commission. This scheme is our top fundraising item.
- Children's Friendship Disco – this year we held the children's disco in October & February. This event gave the children an opportunity to mix in an informal social setting for KS1 and KS2.
- Cake sales – throughout the year, each class hold a cake sale. This is a great fundraiser event and a real treat for the children at the end of the school day. The PTA is incredibly grateful to those parents who bake and supply cakes for these events.
- Christmas & Mothers day gift room – Children were able to select a pre-wrapped gift, which was ready for giving to their parents for Christmas and to their mother's on Mother's Day.
- International Day was held in May. It is one of our most well attended events and showcases our school's diversity and welcoming community. We also brought in an outdoor circus company who provided circus skill workshops during the day and ran a performance in the evening.

- Other fundraising items – funds were also raised from the sale of second-hand uniform sales. The PTA also provided refreshments at various school performances.

#### **4. Use of funds**

The funds raised during the year contributed to the purchase of the reception and KS1 Playground equipment.

#### **5. Financial statements**

Details of funds raised, expenses and funding provided are given in the financial statements which are attached. These have been independently examined by Kate R.

#### **6. Reserves policy**

The PTA aims to hold enough reserves to enable it to meet any outstanding commitments and continue to hold fund raising events.

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### Receipts and payments

	Notes	2022 £	2021 £
Incoming receipts from fundraising		26,386	16,662
Costs associated with fundraising		(6,614)	(4,745)
Funding provided		(32,241)	(8,000)
<b>Net receipts/(payments)</b>		<b>(12,469)</b>	<b>3,917</b>
 Total funds brought forward		 16,380	 12,463
<b>Total funds carried forward</b>		<b>3,911</b>	<b>16,380</b>

### Assets and liabilities

		2022 £	2021 £
Debtors	1.	5,333	6,694
Cash at bank and in hand		22,131	11,493
Stock		0	0
<b>Assets</b>		<b>27,464</b>	<b>18,187</b>
 Accruals	2.	 (23,553)	 (1,807)
<b>Liabilities</b>		<b>(23,553)</b>	<b>(1,807)</b>
 <b>Net Assets</b>		 <b>3,911</b>	 <b>16,380</b>

#### **Note 1**

Voucher scheme commission owed for summer term = £2,310

Voucher scheme residual float = £2,900

#### **Note 2**

KS 1 Playground Equipment = £23,553

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<b><u>Our Lady's Roman Catholic Combined School - Parent Teacher Association</u></b>			
<b><u>Details of funds raised and used during the year 1 August 2021 - 31 July 2022</u></b>			
<b><u>Fundraising activities</u></b>	<b><u>Income</u></b>	<b><u>Expenditure</u></b>	<b><u>Profit /Loss</u></b>
Voucher scheme	7,011	(94)	6,917
Discos	2,428	(926)	1,502
Reception BBQ	-	(173)	(173)
PTA Coffee Morning	244	0	244
Cake Sales	414	0	414
Car Park Raffle	835	(13)	822
Second hand uniform sales	534	(32)	502
Bingo	942	(384)	557
Xmas Jumper Exchange	33	0	33
Mother's Day gift room	970	(330)	640
Masked Reader	271	(3)	268
International Day	1,007	(1,149)	(142)
Xmas Secret Gift Room	720	(419)	301
Xmas Raffle	970	(15)	955
Calendar	640	(394)	246
Advent Candles	432	(6)	427
Race Night	51	(100)	(49)
Bank interest	0	0	0
PTA Donations	526	(5)	521
Frozen Fridays	670	(155)	515
Jubilee Tea Towels	688	(501)	187
Jubilee Photos	225	(3)	222
Strawberry Fest	3,849	(780)	3,069
Sports Day	540	(59)	481
Summer Boogie	1,340	(815)	525
Year 6 Performances	327	0	327
Easy Fundraising	539	0	539
Amazon Smile	181	0	181
Bucks CC Fees - Lottery License		(20)	(20)
PTA Resources		(59)	(59)
Parent kind Subscription		(116)	(116)
Bank charges		(65)	(65)
	<b>26,386</b>	<b>(6,614)</b>	<b>19,772</b>
<b>Total fundraising profits</b>			<b>19,772</b>
<b><u>School donations</u></b>			
KS1 New Playground Equipment			(31,462)
Year 6 Leavers Expenses			(619)
Ice Lolly Van			(160)
<b>Total school donations</b>			<b>(32,241)</b>
<b>Transfer to reserves</b>			<b>(12,469)</b>

*Registered charity: 272067*

Section A		Independent Examiner's Report	
Report to the trustees/ members of	OUR LADY'S ROMAN CATHOLIC COMBINED SCHOOL PARENT TEACHER ASSOCIATION		
On accounts for the year ended	31 JULY 2022	Charity no (if any)	272067
Set out on pages	1-7		
Responsibilities and basis of report	<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2022</p> <p>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").</p> <p>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.</p>		
Independent examiner's statement	<p>[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.</p> <p>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:</p> <ul style="list-style-type: none"> <li>the accounting records were not kept in accordance with section 130 of the Charities Act; or</li> <li>the accounts did not accord with the accounting records; or</li> <li>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.</li> </ul> <p>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.</p> <p>* Please delete the words in the brackets if they do not apply.</p>		
Signed:	[Signature]		Date: 24/2/23
Name:	KATE RUSHTON		
Relevant professional qualification(s) or body (if any):	ICAEW		

R

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Oct 2018



Address:

100 WOODSIDE RD
AMERSHAM
HP6 6AF

**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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