

Trustees' Annual Report for the period							
From	Period start date			To	Period end date:		
	Day 01st	Month: Sept	Year: 2023		Day 31st	Month August	Year 2024

Section A

Reference and administration details

Charity name

The St Marys Parent -Teacher Association

Other names charity is known by

St Mary's PTA

Registered charity number (if any)

312476

Charity's principal address

C/O St Mary's Catholic Primary School	
Westgate Road	
Beckenham, Kent	
Postcode	BR3 5DE

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 Donna Mentesh	Chair		
2 Norah McDonagh	Deputy Chair		
3 Sally Barrett	Treasurer		
4 Laura Jackson	Secretary		
5			
6			
7			
8			

9

10

11

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
The parents, guardians or carers of any pupil currently attending the school as well as teaching and non-teaching staff currently employed by the school are all members of the PTA (Association). Committee Members are selected from this group and are the Trustees of the Charity.	

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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Section B
Structure, governance and management
Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 1 May 1969 and amended on 11 January 2016 to reflect the PTA-UK model constitution (November 2011)
How the charity is constituted (eg. trust, association, company)	The Association is a parent teacher association which consists of a minimum of 2 committee members/trustees
Trustee selection methods (eg. appointed by, elected by)	Committee members (the trustees) shall be elected at the AGM and shall hold office until the next AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives of the Association are to advance the education of pupils in the school in particular by:

- Developing effective relationships between the staff, parents and others associated with the school; and
- Engaging in activities of providing facilities or equipment which support the school and advance the education of the pupils

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities for the year we kept in mind the Charity Commissions guidance on public benefit at our trustee meetings. The focus of our activities remains the enhancement of facilities for the St Mary's children through fundraising activities.

We cover the full age range and look to have an even spend on year groups where possible. Most items cover the whole school and therefore all children are able to benefit from the contributions.

We hold a mixture of events for children and parents throughout the year. These are a combination of social and fundraising activities.

We aim to provide additional facilities that are not included within the school budget that will enrich the children's learning experience; as well as organising social events for children and their families.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The success of this PTA would not be possible without the many hours the Trustees and ordinary members spend organising and assisting with our PTA events. A big thanks to them and those who continually support our events by attending.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We started with our biggest fundraiser in our academic school year, the Christmas fair, raising £17,132, including a Wreath Making workshop and the children's personalised Christmas cards

The 2024 calendar was a huge success, which raised £3,397 alone!

We had our yearly Easter Bonnet parade and were able to offer it as a free event for all to participate in, followed by the Easter Egg hunt for all children in the school.

Another amazing year of fundraising enabled us to gift circa **£28,500** to the school. This money was used for the following items:

- Class budgets & Clubs **£5,600** Each class receives £250 for the teacher to spend on items to enhance the learning environment and experience of the children. This donation also includes £1,000 towards lunchtime clubs.
- Minibus maintenance **£1,600**
- Books for SEN requirements **£500**
- Violins purchased for year 3 **£3000**
- Recycling **£800**
- 6 new Whiteboards **£6,450**
- Lollipop crossing support **£5,106**
- New PE Equipment **£1,603**
- Chromebook upgrade **£850**

We are thrilled that our ongoing fundraising can help our school and children so much and without the fabulous families involved for help and donations, none of this would be possible.

Section E

Financial review

Brief statement of the charity's policy on reserves

We do not have any recurring expenditure commitments that require us to accumulate reserves for unforeseen events. We raise funds to spend on projects and facilities for the benefit of the children at St Mary's Catholic Primary School. We only make expenditure commitments when we have the cash to do so.

The majority of funds raised in the year are spent during the year or held for the following year where a major or heritage project is planned.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Donna Mentesh	Sally Barrett
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Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date



Receipts and payments account

For the period from	01-Sep-23	To
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
A1 Receipts			
PTA Overheads (includes coffee morning)	248	-	-
Parentpay Error	-		
Refunds from school	-		
AUTM - Family Fun Day	-	-	-
XMAS - Cards	1 013	-	-
XMAS - Calendar / Programme	4 481	-	-
XMAS - Panto	9 691		
XMAS - Fair (Including Raffle, trees, elfridges	17 355		
XMAS - Wreath making	666		
XMAS - Tea towels/coasters/tote bags	-		
SPNG - Quiz	-		
SPNG - Race Night	2 175		
SPNG - Readathon	-		
SPNG - Dare To Be Different Day	495		
SPNG - Happy Circus	5 852		
SUMR - Summer Fair	10 272		
SUMR - Sports Day	-		
SUMR - Ice Cream Sales	-		
SUMR - Wacky Day	-		
SUMR - First Holy Communion	32		
Candles	405		
EASTER: gifts	-		
100 Club 2022/23	-		

100 Club 2023/24	1 278		
GIFT - Ukraine fundraiser	-		
GIFT - Donation	11		
GIFT - McMillan coffee morning	-		
FUND - Stickins Labels	175		
FUND - Bags to School	134		
FUND: Easy Fundraising	252		
FUND: Matched Funding	1 917		
FUND - Fashion Inc	460		
FUND - 2nd Hand Uniform Sales	690		
FUND - Amazon Smile	-		
Payments between accounts	-		
Sub total (Gross income for AR)	57 602	-	-

A2 Asset and investment sales, (see table).

	-	-	-
Sub total	-	-	-

Total receipts **57 602** **-** **-**

A3 Payments

Paid to the school	28 756	-	-
Parentpay Error (refunded to school)		-	-
PTA Overheads	2 161	-	-
AUTM 1 - Family Fun Day	-	-	-
XMAS Cards	-		
XMAS - Calendar / Programme	834		
XMAS - Panto	7 633		
XMAS - Fair (including Raffle)	4 843		
XMAS - Christmas Jumper Jaunt	-		
XMAS - Wreath making	495		
SPNG - Quiz	-		
SPNG - Race Night	801		
SPNG - Happy Circus	4 560		

SUMR - Summer Fair	6 571		
SUMR - Sports Day	-		
SUMR - Ice Cream Sales	-		
SUMR - First Holy Communion	179		
GIFT - McMillan coffee morning	-		
100 Club Winner Payments	639		
EASTER: gifts			
Candles	177		
Previous Yr expenses paid 22/23			
Payments between accounts			
Sub total	57 649	-	-

A4 Asset and investment purchases, (see table)

N/a		-	-
Sub total	-	-	-

Total payments	57 649	-	-
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Net of receipts/(payments)	- 47	-	-
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A5 Transfers between funds		-	-
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A6 Cash funds last year end		-	-
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Cash funds this year end	- 47	-	-
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Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £
B1 Cash funds		
	Cash at Bank Lloyds (as of 31-Aug-24)	48 548
	Total cash funds	48 548
	(agree balances with receipts and payments account(s))	Agreement Error
		Unrestricted funds to nearest £
B2 Other monetary assets		
		-
		-
		-
		-

	-
	-

B3 Investment assets

Details	Fund to which asset belongs

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs

B5 Liabilities

Details	Fund to which

Signed by one or two trustees on behalf of all the

Signature

Print Name

	Sally Barrett
	Donna Mentesh

12476	
ounts	CC16a
31-Aug-24	

Total funds	Last year
to the nearest £	to the nearest £

248	216
-	1 638
-	2 047
-	-
1 013	-
4 481	4 257
9 691	9 149
17 355	15 038
666	198
-	2 079
-	-
2 175	2 824
-	-
495	518
5 852	-
10 272	10 836
-	282
-	-
-	-
32	154
405	405
-	112
-	1 851

Donations	2 949
Charitable &	7 899
other tradir	46 754

1 278	-
-	-
11	143
-	200
175	-
134	308
252	1 299
1 917	3 000
460	-
690	604
-	393
-	34 244
57 602	91 796

-	-
-	-

57 602	91 796
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28 756	19 021
-	1 638
2 161	1 949
-	-
-	1 245
834	-
7 633	7 174
4 843	5 087
-	-
495	-
-	-
801	1 170
4 560	264

6 571	5 534
-	160
-	-
179	99
-	200
639	198
-	87
177	306
-	1 605
-	34 244
57 649	79 982

-	
-	-

57 649	79 982
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- 47	11 814
-	-
	21 136
- 47	32 950

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Restricted to nearest £	Endowment to nearest £
-	-
-	-
-	-

OK OK

Restricted funds to nearest £	Endowment funds to nearest £
-	-
-	-
-	-
-	-

-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-

Cost (optional)	Current value (optional)
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Amount due	When due
-	
-	
-	
-	

Name	Date of approval

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees	The St Marys Parent -Teacher Association		
On accounts for the year ended	August 2024	Charity no (if any)	312476
Set out on pages	1-6 (remember to include the page numbers of additional sheets)		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024~~YYY~~.

Responsibilities and basis of report

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").

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.

Independent examiner's statement


[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.*

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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- 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.

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.

** Please delete the words in the brackets if they do not apply.*

Signed:		Date:	21/06/2025
Name:	Marta Decoeur		

Relevant professional qualification(s) or body (if any):

Association of Chartered Certified Accountants

Address:	21 Field Lane
	Teddington
	TW11 9AW

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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