

CHARITY NUMBER 100391

ST CAOLANS PRIMARY SCHOOL PTFA

**REPORT OF THE BOARD OF TRUSTEES
AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 AUGUST 2023

ST CAOLANS PRIMARY SCHOOL PTFA

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ST CAOLANS PRIMARY SCHOOL PTFA

LEGAL AND ADMINISTRATIVE INFORMATION

St Caolans Primary School PTFA is a registered charity which operates on behalf of Parents, Teachers, Friends of pupils enrolled at the Community School known as St Caolans Primary School.

Charity Registration No.: 100391

Administration Address: c/o St Caolans Primary School
7 Darragh Road, Ballynahinch, BT24 7EQ

Trustees (and Committee Members): Mr Sean McVeigh (Head Teacher)
Mrs Lisa Quinn (Chairperson) resigned 30/06/23
Mrs Georgette McAlinden (Chairperson) appointed 30/06/23
Mrs Katrina McMahon (Vice Chairperson)
Mrs Gillian Brown (Secretary/Treasurer)
Mrs Roisin Devlin Publicity Officer
Mr Jason Scott

Bankers: Danske Bank
Donegall Square West
Belfast
BT1 6JS

Independent Examiner:  4/12/23
Mrs Vivian Green, FCCA
147A Carrickmannon Road
Darragh Cross
BT30 9NL

ST CAOLANS PRIMARY SCHOOL PTFA

TRUSTEES ANNUAL REPORT YEAR ENDED 31 AUGUST 2023

The Trustees of the St Caolans Primary School PTFA present their report together with the Independent Examined financial statements of the Charity for the year ended 31 August 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

St Caolans Primary School PTFA is a group of volunteers made up of parents, teaching staff and friends who meet several times a year. We fund raise in and around the school and the local community to help to provide the school with additional resources such as games, art supplies and equipment to advance the education of the pupils. We encourage parents to become involved in their children's education and have a good relationship with the staff of the school. Some social events are shared with the local football club and community association which helps built and maintain a relationship with the local community.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objective of the charity is to advance the education of the pupils in the school in particular by:

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

The principal activity for achieving the objective is to hold fundraising events throughout the year within the premises of the school or outside.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year, the charity generated £11,155 from Halifax Grant, Night @ Races, Chocolate Bingo, School Ballots, Christmas Show, Halloween Disco, 5 Week Draw, Sports Day, Collections of 1p's&2p's and other small activities like World Book Day, Cash for Clobber & School Calendar.

The money raised was used to purchase the School's wide variety of arts and craft materials and much needed essential resources like books, printing stationary etc. We have also subsidised activities such as coach hire, music class, GAA coaching and other school expenses.

ST CAOLANS PRIMARY SCHOOL PTFA

TRUSTEES ANNUAL REPORT YEAR ENDED 31 AUGUST 2023 (CONTINUED)

FINANCIAL REVIEW

Financial Results

The results for the year are set out on pages 7&8. The Association has a net receipts of £6,027 for the year (2022: net deficit (£1,373)). The main source of income of the charity is from fund raising activities.

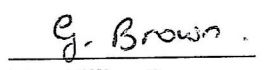
Trustees' Responsibilities

Charity regulations require the Trustees to prepare accounts for each financial year which show the incoming resources application of the resources of the Charity in the year.

The Trustees are responsible for keeping proper accounting records and disclose with reasonable accuracy at any time of the financial position of the Charity and to enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Board of Trustees


Mrs Georgette McAlinden
(Chairperson)


Mrs Gillian Brown
(Secretary/Treasurer)

Date: 20th November 2023.

INDEPENDENT EXAMINER'S REPORT

To the Trustees of St Caolans Primary School PTFA

I report on the accounts of the St Caolans Primary PTFA for the year ended 31 August 2023, which are set out in pages 7&8. This report is made solely to the Charity's Trustee as a body, in accordance with section 145(1) Charities Act 2011. My examination has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my examination, for this report or the opinion I have formed.

Respective responsibilities of Trustees and Independent Examiner

The Charity's Trustees are responsible for the preparation of the financial statements. The Charity's Trustees consider that an audit is not required for the year under section 144(2) of the Act) and that an independent examination is required.

It is my responsibility to:

- examine the accounts (under section 145(1) of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5) of the Act 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanation from you as a trustees concerning any such matters. The procedures undertaken do not provide all the evidence that required in an audit, and the consequently I do not express an audit opinion on the review given by the accounts and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 13 of the 2011 Act; and
 - to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial to be reached.


Mrs Vivian Green, FCCA

Independent Examiner

147A Carrickmannon Road, Crossgar, BT30 9NL

Date:

**ST CAOLANS PRIMARY SCHOOL PTFA
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 AUGUST 2023**

	2023	2022
RECEIPTS	£	£
Halifax Grant	4,240	-
Night @ Races	2,140	-
Chocolate Bingo	650	-
World Book Day	189	-
Collections of 1p's 2p's	469	-
5 Week Draw	550	1,362
Sports Day	307	-
Sponsored Walk	-	1,676
Asda Promotion	-	500
Christmas Show	1,920	-
Halloween Disco	534	-
Others	156	124
	<u>11,155</u>	<u>3,602</u>
PAYMENTS		
Bank Charges	94	83
School Coaching GAA	1,280	570
Website update	-	691
Coach Hire	500	330
Sports Day	274	473
Printing/Stationary/School Supplies	1,331	1,220
School Funds	-	1,000
First Communion/Confirmation expenses	-	250
Tin Whistle/Music Class	1,328	-
Other Expenses	321	358
	<u>5,128</u>	<u>4,975</u>
NET RECEIPTS/ (PAYMENTS)	6,027 =====	(1,373) =====

**ST CAOLANS PRIMARY SCHOOL PTFA
STATEMENT OF RECEIPTS AND PAYMENTS
YEAR ENDED 31 AUGUST 2023 -Continued**

BANK RECONCILIATION

	2023	2022
	£	£
Opening Balance	1,937	3,310
Net Receipts/(Net Payments) for the year	6,027	(1,373)
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Closing Balance	7,964	1,937
	=====	=====