

# St Ita's PTFA

Northern Ireland · Charity number 102517

## Details

Status	Received
Registered	2015-03-20
Register	<a href="#">View on the Charity Commission for Northern Ireland register</a>

## Contact

Address	St. Ita's Nursery & Primary School 4 Alderwood Hill Belfast Bt8 6yy BT8 6YY
Phone	07709326059
Email	<a href="mailto:pamelamckeown27@gmail.com">pamelamckeown27@gmail.com</a>
Website	<a href="http://www.stitas.co.uk">www.stitas.co.uk</a>

## Activities

**Purposes:** The purpose of the Association (the Purposes) is 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; Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

**What the charity does:** The advancement of education

**How the charity works:** Education/training

**Who the charity helps:** Children (5-13 year olds),Preschool (0-5 year olds)

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£4,295	£8,362	£0	0

# Trustees

Name	Role	Appointed
Jacinta Lyons		
Mrs Regina Gallen		
Nicky Goodall		
Pamela Mckeown		

**St Ita's PTFA**

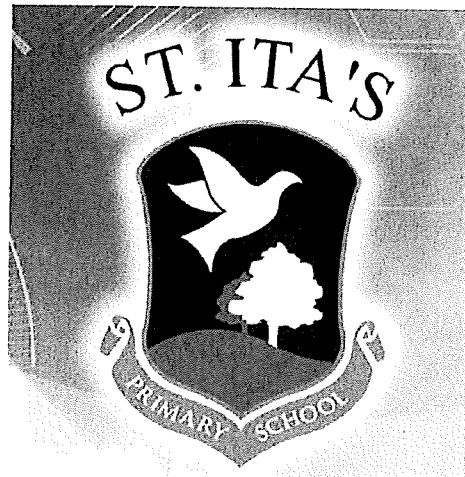
Northern Ireland - Charity number 102517

---

# Accounts

---

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2024**



**Charity Number: 102517**

**M B McGrady & Co**  
Chartered Accountants  
Suite 2B Cadogan House  
322 Lisburn Road  
Belfast  
BT9 6GH

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNTS**  
**YEAR ENDED 31 AUGUST 2024**

<b>CONTENTS</b>	<b>PAGE</b>
Members of the Board and Professional Advisers	1
Independent Examiners Report to the Trustees	2
Payments & Receipts accounts	3 to 4
Notes to the Payments & Receipts accounts	5
Bank reconciliation	5
Statement of Assets and Liabilities	5

**ST ITA'S PTFA**  
**MEMBERS OF THE BOARD OF TRUSTEES**  
**AND PROFESSIONAL ADVISERS**

<b>Registered charity name</b>	St. Ita's PTFA
<b>Charity number</b>	102517
<b>Registered office</b>	St. Ita's Nursery & Primary School 4 Alderwood Hill Belfast BT8 6YY
<b>Trustees</b>	Helen Lunny Nicky Goodall Donna McSorley Jacinta Lyons Regina Gallen Pamela McKeown
<b>Accountants</b>	M B McGrady & Co Chartered Accountants Suite 2B Cadogan House 322 Lisburn Road Belfast BT9 6GH
<b>Bankers</b>	Ulster Bank 365-369 Ormeau Road Belfast BT7 3GP

**INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES OF ST  
ITA'S PTFA**

**YEAR ENDED 31 AUGUST 2024**

I report on the Payments and Receipts accounts for the period ended 31 August 2024 set out on pages three and four.

**RESPECTIVE RESPONSIBILITIES OF CHARITY TRUSTEES AND INDEPENDENT EXAMINER**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Commission under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

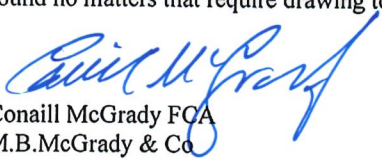
My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached.

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

  
Conaill McGrady FCA  
M.B. McGrady & Co  
Chartered Accountants  
Suite 2B Cadogan House  
322 Lisburn Road  
Belfast  
BT9 6GH

Date:

*27/6/25*

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2024**

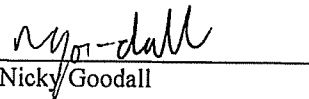
	2024 £	2023 £
Opening balance as at 1 September 2023	12,114.62	11,071.38
<b>RECEIPTS</b>		
Halloween Disco	919.07	867.27
Christmas Hamper Raffle	1,813.00	2,166.00
Golf Day	-	5,367.13
Summer Disco	822.85	319.05
Live Here Love Here Small Grant	-	2,493.56
Magic Show	488.50	424.65
Other Donations	252.00	100.00
P7 Hoodies	-	837.00
<b>TOTAL RECEIPTS</b>	<u>4,295.42</u>	<u>12,574.66</u>
<b>PAYMENTS</b>		
Halloween Disco	717.35	461.99
Christmas Hamper Raffle	84.50	138.43
First Communion Gifts	-	92.60
P7 Leavers Hoodies	1,837.50	1,888.50
Parent kind Subscription	145.00	133.00
Golf Day Expenses	-	4,418.60
Live Here Love Here Small Grant- Forest Walk Resources	-	2,493.56
Netball Kits	320.00	-
Accountants	180.00	-
General Expenses	3,448.70	239.10
Basketball Nets	-	279.98
Funtastic Welcome Morning	410.05	444.80
Magic Show	420.00	420.00
Summer Disco	799.13	520.86
<b>TOTAL PAYMENTS</b>	<u>8,362.23</u>	<u>11,531.42</u>
Closing balance as at 31 August 2024	<u>8,047.81</u>	<u>12,114.62</u>

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2024**

**We certify that these financial statements represent a true and fair view of the Payments and Receipts of St. Ita's PFTA for the year ended 31 August 2024.**

**Chairperson:**   
Helen Lunny

**Date:** 27/6/25

**Treasurer:**   
Nicky Goodall

**Date:** 27/6/25

**ST ITA'S PTFA**  
**NOTES TO THE PAYMENTS & RECEIPTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2024**

**1. ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared on a payments and receipts basis and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the provisions of FRS 102. There were no material departures from that standard.

**ST ITA'S PTFA**  
**BANK RECONCILIATION**  
**YEAR ENDED 31 AUGUST 2024**

	<b>£</b>
<b>Balance per bank statement at 31 August 2024</b>	<b>7,891.41</b>
<u>Less: Outstanding Payments</u>	<b>0</b>
<b>Balance per accounts at 31 August 2024</b>	<b>7,891.41</b>

**ST ITA'S PTFA**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**YEAR ENDED 31 AUGUST 2024**

	<b>£</b>	<b>£</b>
<b><u>ASSETS</u></b>		
Cash at Bank	7,891.41	
Cash in Hand	155.88	
		<b>8,047.81</b>

**St Ita's PTFA**

Northern Ireland - Charity number 102517

---

# Accounts

---

ST ITA'S PTFA

DRAFT RECEIPTS & PAYMENTS ACCOUNTS

12 MONTHS TO 31 August 2023

OPENING BALANCE AS AT 1 SEPTEMBER 2022	£	<u><u>11,071.38</u></u>
<b>RECEIPTS</b>		
<i>Events, donations and grants</i>		
Halloween Disco	867.27	
Christmas Raffle	2,166.00	
Live Here Love Here Small Grant	2,493.56	
P7 Hoodies	837.00	
Golf Day	5,367.13	
Magic Show	424.65	
Summer Disco	319.05	
Other donations	100.00	
		<u><u>12,574.66</u></u>
<b>TOTAL RECEIPTS</b>		<u><u>12,574.66</u></u>
<b>PAYMENTS</b>		
<i>Event expenses</i>		
Halloween Disco	461.99	
Christmas Raffle	138.43	
P7 Hoodies	1,888.50	
Golf Day	4,418.60	
Magic Show	420.00	
Summer Disco	228.32	
		<u><u>7,555.84</u></u>
<i>Expenditure in support of St Ita's Primary School</i>		
Live Here Love Here Small Grant - Forest Walk Resources	2,493.56	
Funtastic Welcome Morning	444.80	
First Communion Gifts	92.60	
Basketball Nets	279.98	
		<u><u>3,310.94</u></u>
<i>Other Expenditure</i>		
Parentkind Subscription	133.00	
General Expenses	239.10	
		<u><u>372.10</u></u>
<b>TOTAL PAYMENTS</b>		<u><u>11,238.88</u></u>
<b>NET INCOME / EXPENDITURE</b>		<u><u>1,335.78</u></u>
<b>CLOSING BALANCE AS AT 31 AUGUST 2023</b>		<u><u>12,407.16</u></u>
<b>TOTAL FUNDS AVAILABLE TO SUPPORT ST ITA'S PRIMARY SCHOOL AS AT 31 AUGUST 2023</b>		<b>12,407.16</b>

**St Ita's PTFA**

Northern Ireland - Charity number 102517

---

# Annual report

---

# ST ITA'S PARENT, TEACHER AND FRIEND ASSOCIATION (PTFA)

Charity Registration Number: NIC102517

*Trustees Report  
2022\_2023*

**St Ita's Parent, Teacher and Friend Association (PTFA)**

**c/o St Ita's Primary School, 4 Alderwood Hill, Belfast BT8**

**Charity Number: NIC102517**

**Trustees Report for the period 1 September 2022 – 31 August 2023**

**Section 1: Organisation Overview and Purpose**

St Ita's PTFA is a charity registered with the Charities Commission in Northern Ireland. The PTFA adopted the PTA UK written constitution (approved by the Charity Commission for Northern Ireland) and was formally registered on 20<sup>th</sup> March 2015.

In setting our objectives and planning our activity for the year the trustees have given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities have helped to achieve the charity's purposes and provide a benefit to our beneficiaries namely the children of St Ita's Primary School and Nursery Unit.

**1.1 St Ita's PTFA Trustees**

Trustees are appointed on an annual basis at the Annual General Meeting. The trustees were elected on 26<sup>th</sup> October 2023 and are as follows:

Co-Chair	Mrs Helen Lunny
Co-Chair	Mrs Donna McSorley
Vice-Chair	Mrs Pamela McKeown
Treasurer	Mr Nicky Goodall
Secretary	Mrs Jacinta Lyons
Vice- Secretary	Mrs Regina Gallen

**1.2 St Ita's PTFA Purpose**

The purpose of St Ita's PTFA is to advance the education of pupils in the school through the development of effective relationships between the staff, parents and others associated with the school; Engagement in activities or providing facilities and/or equipment which support the school and advance the education of the pupils.

**- Purpose 1: Improved relationships between home and school**

The benefit which flows from this purpose includes funding for additional resources for the school and links built with the local community. This is demonstrated through having an active PTFA that works in partnership with the school and engages parental support. This purpose does not lead to harm. The benefit is for children at St Ita's Primary School. Charity trustees (PTFA committee members) are usually also parents at the school which their

children attend and hence gain benefit in the same way as all other beneficiaries. This benefit is incidental and necessary to ensure the benefit is provided to all beneficiaries.

- ***Purpose 2: Advancing the education of pupils in the school***

The benefit which flows from this purpose includes increased educational progress and attainment of pupils in the school and links built with the local community. This is demonstrated through pupils having access to resources, events, activities and links with the local community which are not available through direct school funding. This purpose does not lead to harm. The benefit is for children at St Ita's Primary School. Charity trustees (PTFA committee members) are usually also parents at the school which their children attend and hence gain benefit in the same way as all other beneficiaries. This benefit is incidental and necessary to ensure the benefit is provided to all beneficiaries.

## **Section 2: St Ita's PTFA Activities**

The PTFA meets on at least one occasion per academic term and the meetings take place in the School Staffroom and are attended by Trustees and members of the School Senior Management Team. An agenda is circulated at the beginning of each meeting and minutes are taken by the Secretary or Vice- Secretary. The PTFA organises a number of social (Nursery / P1 Welcome Morning) and fundraising activities throughout the school year and also provides support to the school in the roll out of various annual events.

All PTFA fundraising and social events are organised and run by a group of volunteers and the success of such events to date has been as a result of the generous support afforded by parents, staff and friends of the school and the local community.

In the year September 2022 – August 2023 the following fundraising activities were held:

- Halloween Disco
- Christmas Raffle
- Magic Show
- Summer Disco
- Golf Day

## **Section 3: Review of Charity's Financial Position**

In the period 1 September 2022– 31 August 2023 St Ita's PTFA continued to have limited opportunities to run fundraising events but income started to return to pre-pandemic levels.

The closing balance as at 31 August 2023 was £12,114.62. On an annual basis the PTFA holds cash balance sufficient for payments such as the annual Independent Examiner Report audit fee and the Parentkind (formerly PTAUK) membership fee which includes insurance cover.

In consultation with the School Principal, Mrs Joanne Browne and other staff the PTFA agrees to fund a range of items and services that directly benefit the school and the children on an annual basis. The following was purchased in the year 2022-2023:

Activity	Amount	Public Benefit / Impact
<b>First Holy Communion Treat Bags</b>	£92.60	The benefit is for children at St Ita's Primary School.
<b>P7 Leaver Hoodies (2023)</b>	£1,888.50	The benefit is for the children of St Ita's Primary School
<b>Basketball Nets</b>	£279.98	The benefit is for the children of St Ita's Primary School
<b>Funtastic Welcome Morning</b>	£444.80	The benefit is for the children of St Ita's Primary School
<b>Forest Walk Resources</b>	£2493.56	Grant secured from Live Here, Love Here for Forest School resources

The PTFA will continue to work in partnership with the school to identify and purchase other resources that will benefit the pupils in line with the purpose and aims of our constitution.

Up to date information on activities is included in a PTFA section on the school website, in the monthly school newsletter, on the PTFA Facebook Page and within the minutes of the PTFA meetings.

Name: Mrs Helen Lunny

Position: Co-Chair

Name: Pamela McKeown

Position: Vice- Chair

**St Ita's PTFA**

Northern Ireland - Charity number 102517

---

# Annual return

---

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2023**



**Charity Number: 102517**

**M B McGrady & Co**  
Chartered Accountants  
Suite 2B Cadogan House  
322 Lisburn Road  
Belfast  
BT9 6GH

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNTS**  
**YEAR ENDED 31 AUGUST 2023**

<b>CONTENTS</b>	<b>PAGE</b>
Members of the Board and Professional Advisers	1
Independent Examiners Report to the Trustees	2
Payments & Receipts accounts	3 to 4
Notes to the Payments & Receipts accounts	5
Bank reconciliation	5
Statement of Assets and Liabilities	5

**ST ITA'S PTFA**  
**MEMBERS OF THE BOARD OF TRUSTEES**  
**AND PROFESSIONAL ADVISERS**

<b>Registered charity name</b>	St. Ita's PTFA
<b>Charity number</b>	102517
<b>Registered office</b>	St. Ita's Nursery & Primary School 4 Alderwood Hill Belfast BT8 6YY
<b>Trustees</b>	Helen Lunny Nicky Goodall Donna McSorley Jacinta Lyons Regina Gallen Pamela McKeown
<b>Accountants</b>	M B McGrady & Co Chartered Accountants Suite 2B Cadogan House 322 Lisburn Road Belfast BT9 6GH
<b>Bankers</b>	Ulster Bank 365-369 Ormeau Road Belfast BT7 3GP

**INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES OF ST  
ITA'S PTFA**

**YEAR ENDED 31 AUGUST 2023**

I report on the Payments and Receipts accounts for the period ended 31 August 2023 set out on pages three and four.

**RESPECTIVE RESPONSIBILITIES OF CHARITY TRUSTEES AND INDEPENDENT EXAMINER**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Commission under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

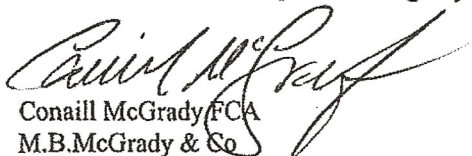
My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached.

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



Conaill McGrady FCA  
M.B. McGrady & Co  
Chartered Accountants  
Suite 2B Cadogan House  
322 Lisburn Road  
Belfast  
BT9 6GH

Date:

**ST ITA'S PTFA  
PAYMENTS & RECEIPTS ACCOUNT  
YEAR ENDED 31 AUGUST 2023**

	2023	2022
	£	£
Opening balance as at 1 September 2022	11,071.38	7,919.97
<b>RECEIPTS</b>		
Halloween Disco	867.27	-
Christmas Hamper Raffle	2,166.00	2,805.96
Golf Day	5,367.13	-
Summer Disco	319.05	-
Live Here Love Here Small Grant	2,493.56	-
LCCC Grand Choice	-	1,000.00
Tea Towels	-	3027.00
Magic Show	424.65	-
Other Donations	100.00	5.89
P7 Hoodies	837.00	688.00
<b>TOTAL RECEIPTS</b>	<u>12,574.66</u>	<u>7,526.85</u>
<b>PAYMENTS</b>		
Halloween Disco	461.99	-
Christmas Hamper Raffle	138.43	140.56
First Communion Gifts	92.60	115.77
P7 Leavers Hoodies	1,888.50	1,446.00
Quiz Expenses	-	-
Parent kind Subscription	133.00	128.00
Golf Day Expenses	4,418.60	-
Tea Towels	-	1,493.80
Gardening Equipment and Supplies (LCCC Grand Choice)	-	1,012.91
Live Here Love Here Small Grant- Forest Walk Resources	2,493.56	-
General Expenses	239.10	38.40
Basketball Nets	279.98	-
Funtastic Welcome Morning	444.80	-
Magic Show	420.00	-
Summer Disco	520.86	-
<b>TOTAL PAYMENTS</b>	<u>11,531.42</u>	<u>4,375.44</u>
Closing balance as at 31 August 2023	<u>12,114.62</u>	<u>11,071.38</u>

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2023**

**We certify that these financial statements represent a true and fair view of the Payments and Receipts of St. Ita's PFTA for the year ended 31 August 2023.**

Chairperson: Helen Lunny  
Helen Lunny

Date: 27/6/24

Treasurer: Nicky Goodall  
Nicky Goodall

Date: 27/6/24

**ST ITA'S PTFA**  
**NOTES TO THE PAYMENTS & RECEIPTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2023**

**1. ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared on a payments and receipts basis and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the provisions of FRS 102. There were no material departures from that standard.

**ST ITA'S PTFA**  
**BANK RECONCILIATION**  
**YEAR ENDED 31 AUGUST 2023**

	£
Balance per bank statement at 31 August 2023	11,968.22
<u>Less: Outstanding Payments</u>	0
Balance per accounts at 31 August 2023	11,968.22

**ST ITA'S PTFA**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**YEAR ENDED 31 AUGUST 2023**

	£	£
<b><u>ASSETS</u></b>		
Cash at Bank	11,968.22	
Cash in Hand	146.40	
		12,114.62

**St Ita's PTFA**

Northern Ireland - Charity number 102517

---

# Accounts

---

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNTS**  
**FOR THE PERIOD ENDED 31 AUGUST 2022**



**Charity Number: 102517**

**M B McGrady & Co**  
Chartered Accountants  
Sutie 2B Cadogan House  
322 Lisburn Road  
Belfast  
BT9 6GH

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNTS**  
**YEAR ENDED 31 AUGUST 2022**

<b>CONTENTS</b>	<b>PAGE</b>
Members of the Board and Professional Advisers	1
Independent Examiners Report to the Trustees	2
Payments & Receipts accounts	3 to 4
Notes to the Payments & Receipts accounts	5
Bank reconciliation	5
Statement of Assets and Liabilities	5

**ST ITA'S PTFA**

**MEMBERS OF THE BOARD OF TRUSTEES  
AND PROFESSIONAL ADVISERS**

**Registered charity name** St. Ita's PTFA

**Charity number** 102517

**Registered office** St. Ita's Nursery & Primary School  
4 Alderwood Hill  
Belfast  
BT8 6YY

**Trustees** Helen Lunny  
Claire McKeown  
Donna McSorley  
Jacinta Lyons  
Regina Gallen  
Pamela McKeown

**Accountants** M B McGrady & Co  
Chartered Accountants  
Suite 2B Cadogan House  
322 Lisburn Road  
Belfast  
BT9 6GH

**Bankers** Ulster Bank  
365-369 Ormeau Road  
Belfast  
BT7 3GP

**INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES OF ST  
ITA'S PTFA**

**YEAR ENDED 31 AUGUST 2022**

I report on the Payments and Receipts accounts for the period ended 31 August 2022 set out on pages three and four.

**RESPECTIVE RESPONSIBILITIES OF CHARITY TRUSTEES AND INDEPENDENT EXAMINER**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Commission under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached.

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Conaill McGrady FCA  
M.B.McGrady & Co  
Chartered Accountants  
Suite 2B Cadogan House  
322 Lisburn Road  
Belfast  
BT9 6GH

Date:

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2022**

	2022	2021
	£	£
Opening balance as at 01 September 2021	7,919.97	2,629.81
<b>RECEIPTS</b>		
Table Quiz	-	678.63
Christmas Hamper Raffle	2,805.96	3,014.70
Golf Day	-	7,398.58
LCCC Grand Choice	1,000.00	-
Tea Towels	3,027.00	-
Other Donations	5.89	-
P7 Hoodies	688.00	782.00
<b>TOTAL RECEIPTS</b>	<u>7,526.85</u>	<u>11,873.91</u>
<b>PAYMENTS</b>		
Education City Subscription	-	500.00
Christmas Hamper Raffle	140.56	68.59
First Communion Gifts	115.77	240.00
P7 Leavers Hoodies	1,446.00	1,584.00
Quiz Expenses	-	200.00
Parent kind Subscription	128.00	-
Golf Day Expenses	-	3,583.94
Tea Towels	1,493.80	-
Gardening Equipment and Supplies (LCCC Grand Choice)	1,012.91	-
General Expenses	38.40	197.50
Basketballs	-	29.97
Easter Bunny	-	179.75
<b>TOTAL PAYMENTS</b>	<u>4,375.44</u>	<u>6,583.75</u>
Closing balance as at 31 August 2022	<u>11,071.38</u>	<u>7,919.97</u>

**ST ITA'S PTFA**  
**PAYMENTS & RECEIPTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2022**

We certify that these financial statements represent a true and fair view of the Payments and Receipts of St. Ita's PFTA for the year ended 31 August 2022.

Chairperson:   
Helen Lunny

Date: 16/6/2023

Treasurer:   
Claire McKeown

Date: 16/6/23

**ST ITA'S PTFA**  
**NOTES TO THE PAYMENTS & RECEIPTS ACCOUNT**  
**YEAR ENDED 31 AUGUST 2022**

**1. ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared on a payments and receipts basis and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the provisions of FRS 102. There were no material departures from that standard.

**ST ITA'S PTFA**  
**BANK RECONCILIATION**  
**YEAR ENDED 31 AUGUST 2022**

	<b>£</b>
Balance per bank statement at 31 August 2022	10,942.79
<u>Less: Outstanding Payments</u>	0
Balance per accounts at 31 August 2022	10,942.79

**ST ITA'S PTFA**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**YEAR ENDED 31 AUGUST 2022**

	<b>£</b>	<b>£</b>
<b><u>ASSETS</u></b>		
Cash at Bank	10,942.79	
Cash in Hand	128.59	
		<b>11,071.38</b>

**St Ita's PTFA**

Northern Ireland - Charity number 102517

---

# Annual report

---

ST ITA'S PARENT,  
TEACHER AND FRIEND  
ASSOCIATION (PTFA)

Charity Registration Number: NIC102517

*Trustees Report*  
2021\_2022

**St Ita's Parent, Teacher and Friend Association (PTFA)**

**c/o St Ita's Primary School, 4 Alderwood Hill, Belfast BT8**

**Charity Number: NIC102517**

**Trustees Report for the period 1 September 2021 – 31 August 2022**

**Section 1: Organisation Overview and Purpose**

St Ita's PTFA is a charity registered with the Charities Commission in Northern Ireland. The PTFA adopted the PTA UK written constitution (approved by the Charity Commission for Northern Ireland) and was formally registered on 20<sup>th</sup> March 2015.

In setting our objectives and planning our activity for the year the trustees have given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities have helped to achieve the charity's purposes and provide a benefit to our beneficiaries namely the children of St Ita's Primary School and Nursery Unit.

**1.1 St Ita's PTFA Trustees**

Trustees are appointed on an annual basis at the Annual General Meeting. The trustees were re-appointed on 19<sup>th</sup> January 2023 and are as follows:

<b>Co-Chair</b>	Mrs Helen Lunny
<b>Co-Chair</b>	Mrs Donna McSorley
<b>Vice-Chair</b>	Mrs Pamela McKeown
<b>Treasurer</b>	Mrs Claire McKeown
<b>Secretary</b>	Mrs Jacinta Lyons
<b>Vice- Secretary</b>	Mrs Regina Gallen

**1.2 St Ita's PTFA Purpose**

The purpose of St Ita's PTFA is to advance the education of pupils in the school through the development of effective relationships between the staff, parents and others associated with the school; Engagement in activities or providing facilities and/or equipment which support the school and advance the education of the pupils.

**- Purpose 1: Improved relationships between home and school**

The benefit which flows from this purpose includes funding for additional resources for the school and links built with the local community. This is demonstrated through having an active PTFA that works in partnership with the school and engages parental support. This purpose does not lead to harm. The benefit is for children at St Ita's Primary School. Charity trustees (PTFA committee members) are usually also parents at the school which their

children attend and hence gain benefit in the same way as all other beneficiaries. This benefit is incidental and necessary to ensure the benefit is provided to all beneficiaries.

- ***Purpose 2: Advancing the education of pupils in the school***

The benefit which flows from this purpose includes increased educational progress and attainment of pupils in the school and links built with the local community. This is demonstrated through pupils having access to resources, events, activities and links with the local community which are not available through direct school funding. This purpose does not lead to harm. The benefit is for children at St Ita's Primary School. Charity trustees (PTFA committee members) are usually also parents at the school which their children attend and hence gain benefit in the same way as all other beneficiaries. This benefit is incidental and necessary to ensure the benefit is provided to all beneficiaries.

**Section 2: St Ita's PTFA Activities**

The PTFA meets on at least one occasion per academic term and the meetings take place in the School Staffroom and are attended by Trustees and members of the School Senior Management Team. An agenda is circulated at the beginning of each meeting and minutes are taken by the Secretary or Vice- Secretary. The PTFA organises a number of social and fundraising activities throughout the school year and also provides support to the school in the roll out of various annual events. The year 2021-22 continued to be impacted by the pandemic but to a less extent than the previous year.

All PTFA fundraising and social events are organised and run by a group of volunteers and the success of such events to date has been as a result of the generous support afforded by parents, staff and friends of the school and the local community.

In the year September 2021 – August 2022 the following fundraising activities were held:

- Christmas Raffle
- Tea Towels

The PTFA also made a successful application to the Lisburn and Castlereagh City Council 'Grand Choice' fund and secured £1000 towards a gardening project.

**Section 3: Review of Charity's Financial Position**

In the period 1 September 2021 – 31 August 2022, St Ita's PTFA continued to have limited opportunities to run fundraising events but income started to return to pre-pandemic levels.

The closing balance as at 31 August 2022 was £11,071.38. On an annual basis the PTFA holds cash balance sufficient for payments such as the annual Independent Examiner Report audit fee and the Parentkind (formerly PTAUK) membership fee which includes insurance cover.

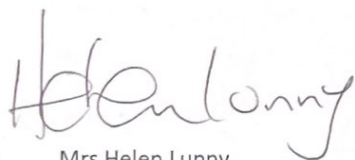
In consultation with the School Principal, Mrs Joanne Browne and other staff the PTFA agrees to fund a range of items and services that directly benefit the school and the children on an annual basis. The following was purchased in the year 2021-2022:

Activity	Amount	Public Benefit / Impact
First Holy Communion Treat Bags	£115.77	The benefit is for children at St Ita's Primary School.
P7 Leaver Hoodies (2022)	£758	The benefit is for the children of St Ita's Primary School
Gardening Equipment & Supplies (LCCC Grand Choice)	£1012.91	The benefit is for the children of St Ita's Primary School

The PTFA will continue to work in partnership with the school to identify and purchase other resources that will benefit the pupils in line with the purpose and aims of our constitution.

Up to date information on activities is included in a PTFA section on the school website, in the school newsletter, on the PTFA Facebook Page and within the minutes of the PTFA meetings.

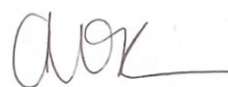
Signature



Name: Mrs Helen Lunny

Position: Co-Chair

Signature



Name: Mrs Claire McKeown

Position: Treasurer

**St Ita's PTFA**

Northern Ireland - Charity number 102517

---

# Annual return

---

**INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES OF ST  
ITA'S PTFA**

**YEAR ENDED 31 AUGUST 2022**

I report on the Payments and Receipts accounts for the period ended 31 August 2022 set out on pages three and four.

**RESPECTIVE RESPONSIBILITIES OF CHARITY TRUSTEES AND INDEPENDENT EXAMINER**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Commission under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached.

**INDEPENDENT EXAMINER'S STATEMENT**

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Conaill McGrady FCA  
M.B.McGrady & Co  
Chartered Accountants  
Suite 2B Cadogan House  
322 Lisburn Road  
Belfast  
BT9 6GH

Date: