



# ORANGEFIELD PRIMARY PTA

Annual reporting for the year ending  
31 August 2023

Orangefield Primary PTA is registered with the  
Charity Commission for Northern Ireland

Registered Charity No: NIC102981

# Orangefield Primary School PTA

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# Orangefield Primary School PTA

## Trustees, contact details and independent examiner

### Trustees

#### ***Upon approval of the annual report:***

|                   |                |
|-------------------|----------------|
| Nuala Cully       | Chairperson    |
| Margaret McGarvey | Treasurer      |
| Kathryn Clark     | Vice Treasurer |
| Wilhelmena Coffey | Secretary      |
| Gill Hassard      | Vice Secretary |

#### ***During the year ended 31 August 2023:***

|                   |                |
|-------------------|----------------|
| Nuala Cully       | Chairperson    |
| Margaret McGarvey | Treasurer      |
| Kathryn Clark     | Vice Treasurer |
| Wilhelmena Coffey | Secretary      |
| Gill Hassard      | Vice Secretary |

### Principal address

Orangefield Primary School  
55 Cameronian Drive  
Belfast  
BT5 6DF

### Contact details

Website: <http://www.orangefieldprimarypta.btck.co.uk>  
Email: [orangefieldprimarypta@gmail.com](mailto:orangefieldprimarypta@gmail.com)  
Telephone: 02890704822

### Independent examiner

Claire Stewart

# Orangefield Primary School PTA

## Report of the Trustees of Orangefield Primary PTA

***The Trustees present their annual report and financial statements for the year ending 31 August 2023***

### Organisational Structure

Orangefield Primary Parent Teachers Association (PTA) is a charity which is administered by a committee of trustees elected at our Annual General Meeting (AGM) and is governed by its constitution (adopted 24<sup>th</sup> September 2014).

PTA members are made up from parent and teacher representatives who meet on a regular basis during term time to discuss matters relating to our core objectives.

| <b>Trustees Elected at AGM<br/>On 15<sup>th</sup> November 2023</b> |                               |
|---|-------------------------------|
| Chairperson: Nuala Cully  | Vice Chairperson: Not Elected |
| Secretary: Wilhelmena Coffey  | Vice Secretary: Gill Hassard  |
| Treasurer: Margaret McGarvey  | Vice Treasurer: Kathryn Clark |

The current trustees and those serving during the year prior to the above election are listed on page 1.

The PTA is registered with the Charities Commission for Northern Ireland and is required by law to submit its annual report & accounts to the Commission each year.

The accounts for the year ending 31 August 2023 have been prepared on a receipts and payments basis and independently examined, in line with the requirements of The Charities (Accounts and Reports) Regulations (Northern Ireland) 2015.

### Purpose and Objectives

The PTA's objectives, as set out in our mission statement are to:

- assist in building a community of parents and teachers; and
- to enhance the learning environment of the students through the provision of additional resources.

The main PTA activity has been to organise fundraising and social events for the school. These events give pupils, parents and teachers the opportunity to engage in a fun and informal setting and help to further develop these relationships.

# Orangefield Primary School PTA

## Event Highlights of the Year

The PTA is a long established organisation within Orangefield Primary School and is generously supported by parents, teachers and school staff.

The PTA have devised a programme of successful fundraising events over the years. Post Covid these events have been streamlined as the PTA are conscious of the demands on time and resources on the PTA community.

## Programme of Events

The following events were organised during the 2022-2023 school year:

- OCT – HALLOWEEN DISCO;
- OCT – CHRISTMAS CARDS;
- DEC – P7 FUN DAY;
- DEC – CHRISTMAS BALLOT;
- DEC – CHRISTMAS PANTO CINDERELLA AT GRAND OPERA HOUSE
- JAN – RECYCLE EVENT – CLOBBER, PRELOVED UNIFORM, INK, BATTERIES, ELECTRONICS, CHRISTMAS JUMPERS;
- FEB – CRAZY HAIR DAY;
- FEB – FUNDRAISING QUIZ IN HORATIO TODDS
- MARCH – BOOK FAIR ON WORLD BOOK DAY
- MARCH – EASTER BALLOT;
- APRIL – 1ST FAMILY LITTER PICK
- MAY – PRELOVED UNIFORM EVENT – HELD AT THE SCHOOL;
- MAY – PANTO TICKETS SOLD FOR DEC 23 (SNOW WHITE)
- MAY - COMMUNITY CASH FOR CLOBBER COLLECTION
- MAY – FAB FIVE EVENT – GIFTED TO THE SCHOOL FOR SCHOOL FUND
- JUNE – CORONATION – ICE CREAM VAN;
- JUNE – SUMMER FAIR;
- JUNE – SUMMER BALLOT;
- JUNE – PTA SOCIAL NIGHT AT HORATIO TODDS
- JUNE – PRELOVED UNIFORM EVENT – AT THE SCHOOL & STALL AT THE SUMMER FAIR;
- JUNE- GIFTS TO P7s AT LEAVERS ASSEMBLY
- SEPT, NOV, JAN, MAY & JUNE - COLLECTION OF CLOBBER AT SCHOOL.

The PTA held 6 meetings throughout the academic year as follows on the 21/09/22, 9/11/22, 18/01/23, 8/03/23, 10/05/23 and 14/06/23. Meetings have been held in the school staff room with members also invited to join by zoom.

It was the decision of the Trustees and members that any funds raised from the above events (with the exception of the funds raised for Fab five as this was allocated for School Fund) would be used to contribute to the development and maintenance of the pond and outdoor learning areas, to purchase new outdoor equipment and to purchase IT equipment when needed.

# Orangefield Primary School PTA

## Engagement with Local Businesses

Our engagement with local businesses remained strong this year.

Prizes donated for the Christmas, Summer and Easter ballots include: **Pizza Express**, Ballyhackamore, **Woodlawn Garden Centre**, Ballynahinch Rd, **Jungle NI** Moneymore; **Aunt Sandras**, Hollywood Road; **The Doyne Bar & Restaurant**, Lisburn Road; **Greens Pizza**, Ballyhackamore; **Dundonald Garden Centre**; **Hillmount Garden Centre**; **Hair City** - Orangefield Lane; **Orangefield Butchers**, Orangefield Lane; **Ted Shearing** Dog Groomer; **Hair Ritz**, Ballygowan Road; **Streamvale Farm**, Dundonald; **Pirates Crazy Golf** Dundonald; **Strand Cinema**, Belmont; **Funky Monkeys**, Dundonald; **Natalie At Paul Meekin Hair**, Castlereagh St; **Medicare Chemist**, Forestside; **Holdfast Barbers**, Orangefield Lane; **Dundonald Nurseries**; **Bannatyne Health Club**, Hollywood; **W5**; **Belfast Giants Icehockey**; **Short & Sweet Ni Bakery** and **Wagamana**, Dundonald.

Other donations include: £20 vouchers from Lidl for each of our events; Allied Bakeries for burger baps for the summer fair; McDonalds, Connswater for vouchers for prizes at the Summer Fair and Halloween Disco; Tesco, Castlereagh Road (donation of pumpkins at Halloween 2022 and Easter Eggs for the Eater Ballot) and Dundonald Garden Centre and Hillmount Garden Centre for the donation of the Christmas trees.

We appreciate all the continued support from the local businesses who assisted the PTA during the year.

# Orangefield Primary School PTA

## Public Benefit Statement

In setting our objectives and planning our activities 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 the beneficiaries.

### *Direct Benefits flowing from Orangefield Primary PTA's Purpose include:*

Purpose 1: Assist in building a community of parents and teachers.

The benefit from this purpose includes funding for additional resources for the school and links built with the local community. This benefit is demonstrated through having an active PTA that works in partnership with the school and engages parental support.

Purpose 2: Enhance the learning environment of the students through the provision of additional resources.

The benefit which flows from this purpose includes increased educational progress and attainment of pupils in the school through access to additional resources funded by the PTA, as well as, events, activities and links with the local community which are made possible through PTA fundraising. The benefit is for children who attend Orangefield Primary School and no harm arises from either purpose.

### *Private benefit flowing from any of the purposes - incidental and necessary*

Orangefield Primary PTA trustees (committee members) are 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.

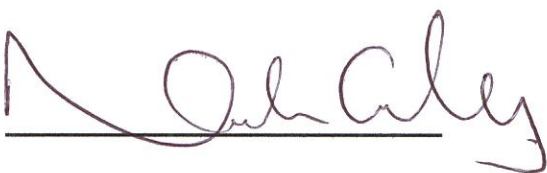
## Financial position at 31 August 2023

At 31 August 2023 the PTA held £ 623.42 of unrestricted funds and had no debts or funds materially in deficit.

## Statement of thanks

The Trustees wish to express thanks to all PTA members, school staff, parents and local businesses who assisted the charity in achieving their objectives in the year.

Signed on behalf of Orangefield Primary School PTA Trustees

A handwritten signature in dark ink, appearing to read 'Nuala Cully', written over a horizontal line.

**Nuala Cully (Chairperson)**

# Orangefield Primary School PTA

**Date:**

## Independent examiner's report to the charity trustees of Orangefield Primary School PTA

I report on the accounts of the charity for the year ended 31 August 2023, which are set out on in the receipts and payments accounts on pages 7 to 9.

### Respective responsibilities of charity trustees and 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.

Signed: Claire Stewart FCA

Date: 14/6/24

Claire Stewart

# Orangefield Primary School PTA

## Receipts and Payments Accounts for the year ended 31 August 2023

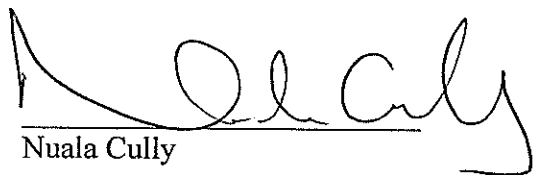
|  |      | 2023                            | 2022                            |
|--|------|---------------------------------|---------------------------------|
|  |      | Unrestricted and<br>total funds | Unrestricted and<br>total funds |
| <b>Receipts</b>                                | Note | £                               | £                               |
| Donations and legacies                         |      | -                               | 1,445                           |
| Fundraising activities                         |      | 24,767                          | 20,604                          |
| <b>Total Receipts</b>                          |      | 24,767                          | 22,049                          |
|  |      |                                 |                                 |
| <b>Payments</b>                                |      |                                 |                                 |
| Cost of fundraising activities                 |      | (9,777)                         | (5,859)                         |
| Grants and donations paid                      | 2    | (28,670)                        | (5,143)                         |
| Governance costs (Bank fees and insurance)     |      | (302)                           | (390)                           |
|  |      |                                 |                                 |
| <b>Total Payments</b>                          |      | (38,749)                        | (11,392)                        |
|  |      |                                 |                                 |
| <b>Net (payments)/receipts in the year</b>     |      | (13,982)                        | 10,656                          |
| <b>Cash funds at the beginning of the year</b> |      | 14,605                          | 3,949                           |
| <b>Cash funds at the end of the year</b>       |      | 623                             | 14,605                          |

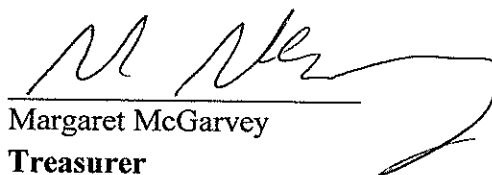
# Orangefield Primary School PTA

## Statement of assets and liabilities at 31 August 2023

|  |      | 2023                               | 2022                               |
|--|------|------------------------------------|------------------------------------|
|  |      | Unrestricted<br>and total<br>funds | Unrestricted<br>and total<br>funds |
|  | Note | £                                  | £                                  |
| <b>Assets</b>  |      |                                    |                                    |
| Cash funds – current account                               |      | 623                                | 14,605                             |
| Cash funds – on hand                                       |      | 80                                 | 162                                |
| <b>Total Assets</b>  |      | <b>703</b>                         | <b>14,767</b>                      |
|  |      |                                    |                                    |
| <b>Liabilities</b>   |      |                                    |                                    |
| Cheques not yet cashed<br>(Expenses incurred during 21/22) |      | -                                  | 1,576                              |
| Cheque contribution owing to OPS                           |      | -                                  | 13,000.00                          |
| <b>Total Liabilities</b>                                   |      | <b>0</b>                           | <b>14,576</b>                      |
|  |      |                                    |                                    |

These accounts on pages 7 to 9 were authorised for issue by the Trustees on 15<sup>th</sup> November 2023 and were signed on its behalf by:

  
Nuala Cully  
Chair

  
Margaret McGarvey  
Treasurer

# Orangefield Primary School PTA

## Notes to accounts for the year ended 31 August 2023

### 1. Nature and purpose of funds

All funds held by the charity were unrestricted and held for the purposes of the charitable objectives as set out in the Trustees annual report on pages 2 to 5.

### 2. Grants

|                           | 2023<br>£     | 2022<br>£    |
|---------------------------|---------------|--------------|
| Grants and Donations paid | 28,670        | 5,143        |
| <b>Total grants</b>       | <b>28,670</b> | <b>5,143</b> |

The breakdown of the donation made to Orangefield Primary School in 2023 is as follows:

- £13,000 donated from PTA to OPS (from 2021/22 financial year)
- £4,980 donated from funds raised from Fab Five
- £10,500 donated from PTA to OPS
- £190 – Outdoor speaker purchased by PTA and donated to OPS

### 3. Trustee remuneration

The charity trustees are not remunerated for their services to the charity. Where trustees incur expenditure on behalf of the charity these are reimbursed at cost.

### 4. Trustee expenses

The charity trustees are not paid expenses. Where the trustees purchase goods for fundraising activities out of their own funds these are reimbursed at cost.

### 5. Transactions with trustees

There were no transactions with trustees and connected persons in the year.

### 6. Accrued payments

There are no accrued payments.