

# Castle Gardens Primary School PTA

Northern Ireland · Charity number 103555

## Details

Status Received

Registered 2015-10-09

Register [View on the Charity Commission for Northern Ireland register](#)

## Contact

Address Castle Gardens Primary School  
69 Bowtown Road  
Newtownards  
County Down  
BT23 8sh  
BT23 8SH

Phone 07855265961

## Activities

**Purposes:** To develop more effective relationships between staff and parents. To engage in activities which support and advance the education and welfare of children attending the school. To provide and assist in the provision of resources and facilities for the school.

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

**How the charity works:** General charitable purposes

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

## Finances

Period end	Income	Expenditure	Assets	Employees	
2024-09-08		£0	£0	£0	0

## Trustees

Name	Role	Appointed
Mr John Gray		
Mrs Jill Stevens		



**Castle Gardens Primary School PTA**

Northern Ireland - Charity number 103555

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# Accounts

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**Castle Gardens Primary School Parent Teacher Association**

CCNI 103555

**Income & Expenditure Account for Year Ended 8 September 2024**

	<u>£</u> <u>2023/24</u>	<u>£</u> <u>2023/24</u>
<b>Income</b>		
<b>Fundraising Events</b>		
NIL		-
	-	-
<b>Surplus of Income over Expenditure</b>	-	
Balance B/F as at 9 September 2023	-	
In year deficit	0	
<b>Balance C/F as at 8 September 2024</b>	-	
<b>Balance at bank 8 September 2024</b>	-	
O/s Chq	0	
	0	
<b>Reconciled Balance as at 8 September 2024</b>	-	
Signed	N Brady FCCA	
Date	24/06/2025	

**Castle Gardens Primary School PTA**

Northern Ireland - Charity number 103555

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# Accounts

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**Castle Gardens Primary School Parent Teacher Association**

CCNI 103555

**Income & Expenditure Account for Year Ended 8 September 2023**

	<u>£</u> <u>2022/23</u>	<u>£</u> <u>2022/23</u>
<b>Income</b>		
<b>Fundraising Events</b>		
NIL		
	-	
<b>Deficit of Income over Expenditure</b>	<u>142</u>	
Balance B/F as at 9 September 2022	142	
In year deficit	(142)	
<b>Balance C/F as at 8 September 2023</b>	<u>-</u>	
<b>Balance at bank 8 September 2023</b>	-	
O/s Chq	0	0
<b>Reconciled Balance as at 8 September 2023</b>	<u>-</u>	
Signed	N Brady FCCA	
Date	24/06/2025	

**Castle Gardens Primary School PTA**

Northern Ireland - Charity number 103555

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# Annual report

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**Castle Gardens Primary School**

**Parent Teacher Association**

**Charity Number: 103555**

**Trustee Annual Report for Year-End 8th September 2023**

## **Castle Gardens Primary School**

### **Parent Teacher Association**

**Year ended 8th September 2023**

#### **1. OBJECTIVES AND ACTIVITIES**

The objective of the Parent Teacher Associations (PTA) is:

1. To develop more effective relationships between staff and parents.
2. To engage in activities which support and advance the education and welfare of the children attending the school.
3. To provide and assist in the provision of resources and facilities for the school.

Funds raised by the PTA are to purchase educational and recreational material for the benefit of all the children at Castle Gardens Primary School.

Since 2020 schools in Northern Ireland have been impacted by a combination of Covid-19 and industrial action. These factors have significantly limited the fundraising opportunities and activities that we have been able to organise in addition to those that the school staff already offer.

#### **2. ACHIEVEMENTS & PERFORMANCE.**

n/a

#### **3. FINANCIAL REVIEW**

There was only one financial transaction during the year, which was the closure of the charity's bank account and the transfer of the remaining balance.

#### **4. FUTURE PLANS**

It is hoped to reestablish the activities and fundraising of the PTA in the 2023/24 financial year.

#### **5. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The trustees who held post throughout 2022/23 were:

Mr. John Gray  
Mrs. Laura Boyd  
Mrs. Kate Burgess  
Mrs. Jill Stevens

Charity trustees are parents of current Castle Gardens Primary School pupils who volunteer to the PTA committee along with the Principal of Castle Gardens Primary School.

The PTA is governed by its Constitution which has been agreed and is adhered to by all members of the PTA committee.

**Castle Gardens Primary School PTA**

Northern Ireland - Charity number 103555

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# Annual return

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## **Independent examiner's report to the Charity Trustees of Castle Gardens Primary School Parent Teachers Association**

I report on the accounts of **Castle Gardens Primary School PTA** for the year ended **8 September 2023**, which are attached.

### **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.

Name:

*N Brady*

Nicola Brady FCCA

Relevant professional qualification or body:

Fellow of Association of Chartered Certified Accountants

Address: 24 Hawthorn Hill  
Newtownards  
BT23 8ET

Date: 24/6/2025

**Castle Gardens Primary School PTA**

Northern Ireland - Charity number 103555

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# Accounts

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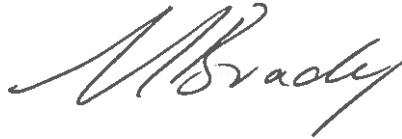
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Name:

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Nicola Brady FCCA

Relevant professional qualification or body:

Fellow of Association of Chartered Certified Accountants

Address: 24 Hawthorn Hill  
Newtownards  
BT23 8ET

Date: 11/3/2019

# Castle Gardens Primary School Parent Teacher Association

CCNI 103555

## Income & Expenditure Account for Year Ended 8 September 2018

<u>Income</u>	<u>£</u> <u>2017/18</u>	<u>Expenditure</u>	<u>£</u> <u>2017/18</u>
<b>Fundraising Events</b>			
Christmas Fair	1,939	IMEX Board P1/2M	3,900
Sponsored Event	1,323	IMEX Board P4H	2,750
Xmas Tesco Bag Pack	1,313	Literacy Scheme P4-7	2,330
Smarties Tubes	785	Sponsored Event funds for general repairs	1,323
Valentines Movie Night	680	P7 Day Trip	300
End of Term Disco and BBQ	488	Charitable donation	100
Ladies Movie Night	441	DJ for P7 Prom	80
Christmas Raffles	423		
Halloween Disco	331		
Royal Wedding Quiz	163		
Radar Event	90		
Kildare Shopping Trip	7		
<b>Funding</b>			
Gift Aid	563		
	<u>8,546</u>		<u>10,783</u>
<b>Deficit of Income over Expenditure</b>	<u>2,237</u>		

Balance B/F as at 9 September 2017	5,608
In year deficit	(2,237)
<b>Balance C/F as at 8 September 2018</b>	<u>3,371</u>
<b>Balance at bank 8 September 2018</b>	<b>3,381</b>
O/s Chq	155
	<u>105</u> (260)
O/s Income	<u>250</u>
<b>Reconciled Balance as at 8 September 2018</b>	<u>3,371</u>

Signed



N Brady FCCA

Date

11/03/2019



**Castle Gardens Primary School PTA**

Northern Ireland - Charity number 103555

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# Annual report

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**Castle Gardens Primary School**  
**Parent Teacher Association**  
**Year ended 8<sup>th</sup> September 2018**  
**Charity Number: 103555**

## **Castle Gardens Primary School**

### **Parent Teacher Association**

**Year ended 8<sup>th</sup> September 2018**

#### **1. OBJECTIVES AND ACTIVITIES**

The objective of the Parent Teacher Associations (PTA) is:

1. To develop more effective relationships between staff and parents.
2. To engage in activities which support and advance the education and welfare of the children attending the school.
3. To provide and assist in the provision of resources and facilities for the school.

Funds raised by the PTA are to purchase educational and recreational material for the benefit of all the children at Castle Gardens Primary School.

The activities which took place during the year ended 8<sup>th</sup> September 2018 were as follows:

- Halloween Disco
- Kildaire Shopping Trip
- Christmas Craft Fair
- Christmas Raffle
- Tesco Bag Pack
- Valentines Movie Night
- Ladies Movie Night
- Smarties tubes 20p collection
- Family Quiz Night
- Sponsored event – Crazy Clothes and Hair day
- End of Term Disco & BBQ

The key events are mainly geared towards fund raising. Some events such as the Family Quiz night are more social events, when the emphasis is to provide an opportunity for parents, children and teachers to meet informally.

#### **2. ACHIEVEMENTS & PERFORMANCE.**

We had a very successful first term which started with our annual Halloween Disco which was enjoyed by many of the pupils and staff. At Christmas we held our popular Christmas Craft Fair which was very well supported by parents, staff and the local community. At the P1/2 Nativity play and Christmas concert we held a raffle for two Christmas Hampers which were donated by Homegrown, this was first time that we have done a raffle and it was very well received. We finished off the first term with a successful bag pack at Tesco, Castlebawn

on the final day of school before the Christmas holidays. The choirs and recorder groups entertained Tesco customers while parents and staff raised funds bag packing.

During the second term we held a Valentine's Movie night in school for the pupils, the children watched a range of movie's in the class rooms and snacked on milk and cookies. We then ran our Ladies Night at the Web Theatre where Mum's, Grannies, Aunties and friends enjoyed a Prosecco reception followed by a movie and everyone took home a goodie bag. Finally, on the week before the end of term we sent home a tube of Smarties with each child in the hope they would be returned with 20 pence pieces after the Easter Holiday. Each tube was labelled and put into a draw to win a family pass donated by Airtastic.

In the summer term we secured funding from Ards and North Down Borough Council to run a Royal Wedding event to celebrate the marriage of Prince Harry. We choose to run a royal themed family quiz. This was a social event which was enjoyed by all who attended. Our sponsored event this year was a Crazy Hair and Clothes day. We finished off the year with an End of Term Party, we had an outdoor disco in the courtyard along with game and a BBQ.

In December 2017 we completed our registration with HMRC to be able to claim gift aid on eligible donations.

Throughout the year the PTA supported the school by providing tea, coffee and refreshments at events such as Open Evening and the school play. PTA members also supported the staff with the book fair during the year.

We had a lot of support from our local community in our fundraising efforts, many of the local businesses donated prizes and food for our events for which we are very grateful.

### **3. FINANCIAL REVIEW**

Our opening balance at the 8<sup>th</sup> September 2017 was £5,607.90. Overall income of £8,545.89 was recorded during the year to 8<sup>th</sup> September 2018, in comparison to £7,422.75 in the previous year. We had a grant of £1,000 from CFC in the previous year however profit from our Halloween Disco, Christmas Craft Fair and Bag Pack were all an increase on the previous year. Some of our events such as Ladies Night and the End of Term party were less well supported than previous years but the introduction of our sponsored event and the ability to claim gift aid has led to an overall increase in funds raised.

Our fundraising during the year was focused on the providing the school with funds to begin to replace some of the older interactive whiteboards with IMEX smart boards and purchasing a new literacy scheme. We are pleased to have provided the school with the funds to purchase two IMEX Smart boards at a cost of £6,650 and a literacy scheme for P4-7 at a cost of £2,330.70.

The funds of £1,323 raised during the sponsored event were donated back to the school to allow for some classrooms and carry out some general maintenance over the summer.

We continue to cover the cost of a day out for the P7 pupils in the last week of school and provide the DJ for their Prom. This amounted to £379.70 this year.

As a thank you for the continued support of Tesco, Castlebawn we made a donation of £100 to their charity.

We were able to claim gift aid of £563.11 on eligible donations.

Balance at 8<sup>th</sup> September 2018 was £3,3381.04 to begin the new school year.

There are no current uncertainties regarding the PTA's ability to continue as an ongoing concern.

#### **4. FUTURE PLANS**

Future plans for Castle Gardens PTA are focused on building a strong group of members and volunteers to continue fundraising for the school and to continue to improve relationships within the school and wider community.

We hope to continue with the popular events in 2018/19 such as Discos and the Christmas Craft Fair and we plan to reintroduce the Summer Fair in 2019.

We aim to continue to provide the school with funds to replace the current interactive whiteboards with IMEX Smart boards.

#### **5. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The trustees who held post throughout 2017/18 were:

Mr. John Gray

Mrs. Laura Boyd

Mr. Paul Martin

Mrs. Kate Burgess

Mrs. Nicola Magowan

Mrs. Jill Stevens

Charity trustees are parents of current Castle Gardens Primary School pupils who volunteer to the PTA committee along with the Principal of Castle Gardens Primary School.

The PTA is governed by its Constitution which has been agreed and is adhered to by all members of the PTA committee.

**Castle Gardens Primary School**

**Parent Teacher Association**

**66 Bowtown Road, Newtownards, Co Down BT23 8SH**

**Registered with the Charity Commission of Northern Ireland No. 103555**

**Castle Gardens Primary School PTA**

Northern Ireland - Charity number 103555

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# Annual return

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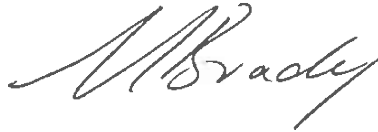
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