

Andrews Memorial Primary School PTA

Northern Ireland · Charity number 104237

Details

| | |
|------------|--|
| Status | Received |
| Registered | 2015-11-17 |
| Register | View on the Charity Commission for Northern Ireland register |

Contact

| | |
|---------|--|
| Address | Andrews Memorial Primary School 4 Ballygowan Road Comber Newtownards County Down BT23 5pg BT23 5PG |
| Phone | 07734868388 |
| Email | andrewsmemorialpta@gmail.com |

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: Other charitable purposes

How the charity works: General charitable purposes

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

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2024-08-31 | £20,040 | £20,128 | £0 | 0 |

Trustees

| Name | Role | Appointed |
|----------------------|------|-----------|
| Mr Colin Fulton | | |
| Mrs Emma Lynch | | |
| Ms Debbie Mclaughlin | | |

Andrews Memorial Primary School PTA

Northern Ireland - Charity number 104237

Accounts



| | |
|-------------------------------------|--------------------|
| Charity Name | Charity No. |
| Andrews Memorial Primary School PTA | 104237 |

Receipts and payments accounts

| | | | |
|----------------------------|------------|-----------|------------|
| For the period from | 01/09/2023 | To | 31/08/2024 |
|----------------------------|------------|-----------|------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|--|---|---|--|--|--------------------------------------|
| A1 Receipts | | | | | |
| Summer Fair | 8,053 | - | - | 8,053 | 6,928 |
| Money Wars | 3,542 | - | - | 3,542 | |
| Annual Subscriptions | 2,920 | - | - | 2,920 | |
| Pub Quizzes | 1,405 | - | - | 1,405 | 2,311 |
| Christmas Cards | 544 | - | - | 544 | |
| Halloween Pumpkins & Disco | 871 | - | - | 871 | |
| School Play & Sports Day | 934 | - | - | 934 | |
| Valentine's Disco | 663 | - | - | 663 | |
| Cash for Clobber | 352 | - | - | 352 | |
| Tea Towels | 313 | - | - | 313 | 1,000 |
| Easyfundraising | 110 | - | - | 110 | |
| Donations | 101 | - | - | 101 | |
| Pre-loved Uniform Sale | 82 | - | - | 82 | |
| P7 Leavers - Returned Donation | 150 | - | - | 150 | |
| Asda Green Token Money | - | - | - | - | 500 |
| Christmas Raffle | - | - | - | - | 137 |
| Easter School Disco | - | - | - | - | 941 |
| Sports Day Tuck Shop June 2023 | - | - | - | - | 269 |
| Carry over Sports Day June 2022 | - | - | - | - | 103 |
| A1 Sub total (Gross income for the Annual Return) | 20,040 | - | - | 20,040 | 12,189 |
| Total receipts | 20,040 | - | - | 20,040 | 12,189 |
| A3 Payments | | | | | |
| Bank Fees | 88 | - | - | 88 | 58 |
| Summer Fair | 1,544 | - | - | 1,544 | 454 |
| Halloween Pumpkins & Disco | 336 | - | - | 336 | |
| School Play & Sports Day | 415 | - | - | 415 | |
| Valentine's Disco | 276 | - | - | 276 | |
| Gifts | 220 | - | - | 220 | 64 |
| AMPS - Computers | 5,950 | - | - | 5,950 | |
| AMPS - Class Rewards | 750 | - | - | 750 | |
| AMPS - Outdoor Play Equipment | 544 | - | - | 544 | |
| Christmas Books | 412 | - | - | 412 | |
| AMPS - iPads & Cases | 8,913 | - | - | 8,913 | |
| AMPS - P7 Year Books | 194 | - | - | 194 | |
| Talent Show Decorations | 51 | - | - | 51 | |
| Parentkind Subscription | 153 | - | - | 153 | 140 |
| P7 Leavers Party Donation | 150 | - | - | 150 | 150 |
| Ticket Tailor cost | 38 | - | - | 38 | 120 |
| Lotteries License | 35 | - | - | 35 | |
| Tea/Coffee Cups | 59 | - | - | 59 | |
| Music License | - | - | - | - | 275 |
| Books and Scientific Sue | - | - | - | - | 772 |
| School Ground Refurbishment | - | - | - | - | 4,500 |
| Valentines Days Materials | - | - | - | - | 35 |
| Asda green token money | - | - | - | - | 500 |
| Memory Lane Shortbread | - | - | - | - | 26 |
| PTA Extension Leads | - | - | - | - | 146 |
| School Tea Towel Costs | - | - | - | - | 1,164 |
| Easter Disco | - | - | - | - | 737 |
| Sports Day Tuck Shop | - | - | - | - | 203 |
| School Play | - | - | - | - | 215 |
| A3 Sub total | 20,128 | - | - | 20,128 | 9,560 |
| Total payments | 20,128 | - | - | 20,128 | 9,560 |
| Net of receipts/(payments) | 88 | - | - | 88 | 2,629 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 9,542 | - | - | 9,542 | - |
| Cash funds this year end | 9,454 | - | - | 9,454 | 9,542 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ | Total funds to nearest £ | Last year to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|-----------------------------|---------------------------|
| B1 Cash funds | Current Account | 9,454 | - | - | 9,454 | 9,542 |
| | | - | - | - | - | - |
| | | - | - | - | - | - |
| | Total cash funds | 9,454 | - | - | 9,454 | 9,542 |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK | OK | OK |
| B5 Liabilities | Details | | Fund to which liability relates | When due (optional) | Amount due (optional) | Last year |
| | N/a | | | | - | - |
| | | | | | - | - |
| | | | | | - | - |
| | | | | | - | - |
| | | | | Total | - | - |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | | Date of approval | | |
| | <i>D McLaughlin</i> | DEBBIE M'LAUGHLIN | | 9/5/25 | | |
| | | | | | | |

Andrews Memorial Primary School PTA

Northern Ireland - Charity number 104237

Accounts



Charity Name

Charity No.

| | | |
|-------------------------------------|-------------|--------|
| Andrews Memorial Primary School PTA | Charity No. | 104237 |
|-------------------------------------|-------------|--------|

Receipts and payments accounts

| | | | | |
|---------------------|------------|----|------------|--|
| For the period from | 01/09/2022 | To | 31/08/2023 | |
|---------------------|------------|----|------------|--|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|--|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Carry Over Sports Day June 2022 | 103 | - | - | 103 | |
| Asda Green Token Money | 500 | | | 500 | |
| Christmas Raffle | 137 | | | 137 | |
| Easter School Disco | 941 | - | - | 941 | |
| Pub Quiz | 2,311 | - | - | 2,311 | |
| Summer Fair | 6,928 | - | - | 6,928 | |
| Tea Towel Money | 1,000 | - | - | 1,000 | |
| Sports Day Tuck Shop June 2023 | 269 | - | - | 269 | |
| Annual Subscription | - | - | - | - | 1,710 |
| Pumpkin Money | - | - | - | - | 259 |
| Toy Raffle | - | - | - | - | 1,324 |
| Christmas Card Revenue | - | - | - | - | 437 |
| Interest | - | - | - | - | 1 |
| | - | - | - | - | |
| | - | - | - | - | |
| | - | - | - | - | |
| | - | - | - | - | |
| | - | - | - | - | |
| | - | - | - | - | |
| | - | - | - | - | |
| A1 Sub total (Gross income for the Annual Return) | 12,189 | - | - | 12,189 | 3,731 |
| Total receipts | 12,189 | - | - | 12,189 | 3,731 |
| A3 Payments | | | | | |
| Bank Fees | 58 | - | - | 58 | 37 |
| Christmas Gift to Care Taker and School Secretary | 64 | - | - | 64 | - |
| Parentkind Subscription | 140 | - | - | 140 | 116 |
| Music License | 275 | - | - | 275 | - |
| Books and Scientific Sue | 772 | - | - | 772 | - |
| School Ground Refurbishment | 4,500 | - | - | 4,500 | - |
| Valentines Days Materials | 35 | - | - | 35 | - |
| Asda green token money | 500 | - | - | 500 | - |
| Memory Lane Shortbread | 26 | - | - | 26 | - |
| PTA Extension Leads for multiple events | 146 | - | - | 146 | - |
| Ticket Tailer cost - multiple events | 120 | - | - | 120 | - |
| School Tea Towel Costs | 1,164 | - | - | 1,164 | - |
| Easter Disco | 737 | - | - | 737 | - |
| Sports Day Tuck Shop | 203 | - | - | 203 | - |
| Gifts towards P7 leavers | 150 | - | - | 150 | - |
| Summer Fair | 454 | - | - | 454 | - |
| School Play | 215 | - | - | 215 | - |
| Christmas Books | - | - | - | - | 380 |
| Leaver Disco DJ | - | - | - | - | 150 |
| Leaver Disco Tuck Shop | - | - | - | - | 119 |
| Jubilee | - | - | - | - | 187 |
| Ice Cream Contribution | - | - | - | - | 100 |
| A3 Sub total | 9,560 | - | - | 9,560 | 1,089 |
| Total payments | 9,560 | - | - | 9,560 | 1,089 |
| Net of receipts/(payments) | 2,629 | - | - | 2,629 | 2,642 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 6,912 | - | - | 6,912 | 4,270 |
| Cash funds this year end | 9,542 | - | - | 9,542 | 6,912 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ | Total funds to nearest £ | Last year to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|-----------------------------|---------------------------|
| B1 Cash funds | Current Account | 9,542 | - | - | 9,542 | 6,912 |
| | | - | - | - | - | - |
| | | - | - | - | - | - |
| | Total cash funds | 9,542 | - | - | 9,542 | 6,912 |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK | OK | OK |
| B5 Liabilities | Details | | Fund to which liability relates | When due (optional) | Amount due (optional) | Last year |
| | N/a | | | | - | - |
| | | | | | - | - |
| | | | | | - | - |
| | | | | | - | - |
| | | | Total | | - | - |
| Signed by one or two trustees on behalf of all the trustees | Signature | | Print Name | | Date of approval | |
| | | | | | | |

Andrews Memorial Primary School PTA

Northern Ireland - Charity number 104237

Annual report

Andrews Memorial Primary School

Parent Teacher Association

Trustee Annual Report

Year ended 31 August 2023

1. Objectives and Activities

The objectives of the Parent Teacher Association (PTA) are:

1. To organise fundraising events for the benefit of all children in the school; and
2. To organise social events for all parents and children in the school and develop links in the wider community.

Funds raised by the PTA are to purchase educational and recreational materials for the benefit of all the children at Andrews Memorial Primary School (AMPS).

Some of the activities which took place during the year ended 31 August 2023 were as follows:

* Supporting the school with refreshments at their event "A Trip down memory lane"

*Easter disco and Tuckshop

* Tuckshop and refreshments at The Lion king school play

* Tuck shops at sports day

* Summer fair

Full report by chairperson is included in appendix a

The key activities were mainly gained towards fundraising as well as providing some fun for the children and to recruit new members of the PTA to reinvigorate the committee and recruit new . associate members who wish to volunteer at individual events. The PTA was able to provide funds for an outdoor classroom and 10 new computers

2. Achievements and Performance

We started the school year by deciding not to ask for voluntary subscriptions from families as many were still struggling financially due to global pandemic.

The PTA was successful in attracting many new members, and meetings were changed to alternate between evenings and afternoons. This allowed more parents than ever to get involved. On Valentines day a sweet treat and note was sent home with every people inviting parents to consider getting involved.

The number of events overall and the amount of fundraising taking place was still reduced in number as it was difficult to get things moving after the pandemic.

3. Financial review

According to PTA treasurer, Ms. Elaine Dempster, an excess of receipts over payments of £9,560 was reported during financial year ending August 2023.

Overall, an income of £12,189 was recorded.

Income differs from previous years due to changes of committee members, different events being trialled and a lack of opportunity to run events in the first half of the financial year.

As of 1st September 2022, the opening balance/reserve was £6,912 . With an excess in receipts of £9,560. The total profit made was £2,629. The closing reserve was £9,542.

Our PTA policy is to keep a small reserve each year to allow funds to be available for future fundraising projects and unexpected falls in income.

*The amount we hold in reserve will vary from year to year depending on future projects and the needs of the school

*Our reserves can be spent when agreed by the PTA committee and in line with the aims of the PTA committee

*The reserves policy is reviewed annually with the principal of the school.

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

4. Future Plans.

The future plans of the PTA are to continue to focus on building a strong committee to continue fundraising for the school and continue to improve bonds within our school family and local community.

It is hoped to continue with popular events and be able to hold more events for the children where they can resume normal social activities.

We aim to continue to fund ICT resources, classroom refurbishment and improve the outside areas of the school grounds and playground. The school identified the playground and its equipment as an area which could use substantial investment.

5. Structure, Governance and Management

The trustees who held post throughout 2022/2023 were

Ralph Magee

John Sandford

Emma Lynch

Andrea Downey

Charity trustees are the parents of current AMPS pupils who volunteer to be members of the PTA committee along with the principal and vice-principal of AMPS.

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

Appendix a

In the wake of the COVID-19 pandemic, Andrews Memorial PTA membership and enthusiasm had suffered greatly. Thankfully, a handful of parents remained committed to keeping the PTA in operation and it was decided 2023 would be a year for reinvigoration and re-energising of fundraising efforts.

The school provided fundraising goals for the PTA which included new IT equipment and an outdoor classroom area, as well as a financial contribution towards the costs of the school production of The Lion King.

The PTA agreed to initially prioritise recruitment of new members. Mr Sandford designed eye-catching recruitment materials and these were given to all parents together with chocolates for Valentine's Day. Recruitment information was also circulated by email to all parents. As 7pm meetings were proving difficult for parents to attend, it was decided some of the meetings going forward would take place at 3pm, with provision for children to be cared for by a teacher in a nearby classroom. This proved very popular and soon the membership numbers were growing.

In March 2023, an event was arranged to celebrate the AMPS 50th anniversary. 'A Trip Down Memory Lane' was a fantastic event arranged by the school and supported by the PTA who provided hundreds of shortbread biscuits for visitors. On 30th March, the children were delighted to see the return of the school disco, this year arranged to coincide with Easter. The PTA provided a tuck shop for this event which was a successful fundraiser.

April 2023 also caused great excitement within AMPS, as the PTA ran a hugely successful Pub Quiz in McBrides on the Square. We could not have predicted how triumphant this event would have been. Every available quiz admission and ballot ticket was sold out on the evening. The ballot prizes were donated by extremely generous local businesses and everyone had a fantastic evening. Everybody who attended was keen to know when the next AMPS pub quiz would be arranged!

May was another busy month for the PTA tuck shop, which was in attendance at every performance of The Lion King as well as both P1-4 and P5-7 Sports Days. These tuck shops have proven really popular and make a reasonable return, particularly teas and coffees.

June 2023 was a fantastic finale for the year. The PTA arranged an event that would exceed expectations and surpass the fundraising targets due to massive local support. The Summer Fair had 30 small business stalls and food vendors, crafts, outdoor games, preloved uniform sales, book and toy sales and the ever-popular tombolas. This event was extremely well attended, despite the inclement weather. The ballot proved popular again, with the remainder of the kindly donated prizes being shared with the winners. June was also an opportunity to welcome new children and parents into the school as the PTA provided tea and coffee at the P1 induction days. The final event for the year was tea and coffee provision for the P1-3 end-of-year service.

The PTA benefitted from the Asda Health Scheme and kind support from Santander with the Summer Fair.

Due to the cost of living crisis, the decision was taken not to collect annual subs or charge for events such as non-uniform days and the pumpkin carving competition during this academic year.

The PTA were delighted to provide the school with all required funds for a new outdoor classroom and 10 new computers for the ICT suite.

All-in-all a really busy year and a lot of hard work from the PTA members. Sincere thanks to the teachers for all of their hard work and support of the PTA. Heartfelt gratitude to the new and existing PTA members and parent-helpers without whom none of these events would have been possible.

Russell Hughes

j

Andrews Memorial Primary School PTA

Northern Ireland - Charity number 104237

Annual return

Andrews Memorial Primary School Parent Teacher's Association

Independent Examiner's Report

01 September 2022 to August 2023

These accounts have been reviewed and are considered to reflect a true and fair view of the financial state of affair for the period of Andrews Memorial Primary School.

A handwritten signature in black ink that reads "Lisa Boal". The signature is written in a cursive style with a large, stylized 'B'.

Mrs Lisa Boal (CIMA DIP MA)

22 Enler Park

Comber

BT23 5DP

07891176394

Andrews Memorial Primary School PTA

Northern Ireland - Charity number 104237

Accounts

Summary of income and expenditure
 Andrews Memorial Primary School PTA

| Income Type | Income Value £ | Expenditure Type |
|---------------------------------|----------------|----------------------------------|
| Sep-21 Interest on Bank Account | <u>1.08</u> | Bank fees |
| | 1.08 | |
| Oct-21 Subs | 1050 | Bank fee |
| Pumpkin Money | <u>259</u> | |
| | 1309 | |
| Nov-21 Subs | <u>330</u> | Bank Fee |
| | 330 | Christmas Book contribution |
| Dec-21 Subs | <u>300</u> | Bank Fee |
| | 300 | |
| Jan-22 | <u>0</u> | Parentkind subscription |
| | | Bank Fee |
| Feb-22 Subs | <u>30</u> | Bank Fee |
| | 30 | |
| Mar-22 Toy Raffle | 1324 | Bank Fee |
| Christmas Card revenue | <u>437</u> | |
| | 1761 | |
| Apr-22 | <u>0</u> | Bank fee |
| May-22 | <u>0</u> | Bank Fee |
| Jun-22 | <u>0</u> | Leaver disco - DJ |
| | | Leaver disco- reimburse Emma |
| | | Lynch for Tuk Shop |
| | | Bank Fee |
| Jul-22 | <u>0</u> | Julibee |
| | | ice cream contribution to school |
| | | Bank Fee |
| Aug-22 | <u>0</u> | Bank Fee |

Total Income

3,731.08

Total Expenditure (less bank fees)

Bank fee

Expenditure Value £

1.5
1.5

1.5
1.5

5.14
380
385.14

3.31
3.31

116
3.38
119.38

2.55
2.55

2.55
2.55

5.35
5.35

2.5
2.5

150

119.43
2.5
271.93

188.46
100
3.32
291.78

3.32

3.32

1053.89

36.92

1090.81

Andrews Memorial Primary School PTA

Northern Ireland - Charity number 104237

Annual report

Andrews Memorial Primary School

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Trustee Annual Report

Year ended 31 August 2022

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Some of the activities which took place during the year ended 31 August 2022 were as follows:

* Pumpkin decorating competition

*Christmas cards / mud fundraiser

*Christmas raffle

* Easter egg decorating competition

* Tuck shops at sports day

* End of term ice cream treat

The key activities were mainly gained towards fundraising as well as providing some fun for the children and regain some sense of normality after Covid 19 pandemic in a safe way for the children, teachers, staff, and the parents/caregivers of the children. Many events had to be changed or cancelled all together in order to maintain social distancing and keeping the children and staff safe from further exposure to Covid 19.

2. Achievements and Performance

We started the school year by asking for voluntary subscriptions from families. It was decided not to change the amount requested from families as many were already struggling financially due to the ongoing pandemic.

We were successful in being selected for the Asda 'green token' scheme, which resulted in the PTS winning first place and receiving £500.

We were fortunate to be able to run a small number of events for the children to enjoy. Unfortunately, many events such as Christmas and Summer fairs could not be safely facilitated. Other events such as the Hallowe'en disco and firework display also had to be cancelled.

The number of events overall and the amount of fundraising taking place was overall greatly reduced, with the pandemic being the main reason.

3. Financial review

According to PTA treasurer an excess of receipts over payments of £1049.84 was reported during financial year ending August 2022.

Overall, an income of £3731.08 was recorded.

Income differs from previous years due to changes of circumstances and the lack of opportunity to provide safe events during the pandemic.

Fundraising was focused on providing the small with resources they needed to continue to run, when they faced additional costs due to the pandemic.

As of 1st September 2021, the opening balance/reserve was £4,270.37. With an excess in receipts of £1049.84. The total profit made was £2620.27. The closing reserve was £6,912.14.

Our PTA policy is to keep a small reserve each year to allow funds to be available for future fundraising projects and unexpected falls in income.

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5. Structure, Governance and Management

The trustees who held post throughout 2021/2022 were

Ralph Magee

John Sandford

Emma Lynch

Andrea Downey

Victoria Maynes

Charity trustees are the parents of current AMPS pupils who volunteer to be members of the PTA committee along with the principal and vice-principal of AMPS.

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

Andrews Memorial Primary School PTA

Northern Ireland - Charity number 104237

Annual return

Andrews Memorial Primary School Parent Teacher's Association

Independent Examiner's Report

01 September 2021 to August 2022

These accounts have been reviewed and are considered to reflect a true and fair view of the financial state of affair for the period of Andrews Memorial Primary School 2021-2022.

A handwritten signature in black ink, appearing to read 'Lisa Boal'. The signature is written in a cursive style with a large, stylized 'B'.

Mrs Lisa Boal CIMA Dip MA – 30/06/23

22 Enler Park

Comber

BT23 5DP

07891176394