



Annual Report and Statement of  
Accounts

For the year 2022/2023

NI Charity Number: 104250

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*Friends of ST Teresa's Primary School, Lurgan*

*36 Tarry Lane, Cornakinnegar, Lurgan BT67 9LQ Tel: 028 38323425*

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## Annual Report for the Year ending June 2023

The trustees of Friends of St. Teresa's Primary School, Lurgan (FOST) are pleased to submit their report and accounts for the period July 01<sup>st</sup> 2022 to June 30<sup>th</sup> 2023

### Achievements and Performance

#### *The year in 5 numbers*

8	3	3	196	£9,499.82
Year	School &	FOST	pupils, their	surplus for
Supporting	Community	meetings	families & friends	the year
St .Teresa's	Events by	held	served	
Primary	FOST			
School				

### Financial Review

Financial performance in the year June 30<sup>th</sup> 2023 has been broadly consistent with the trustees' forecasts and expectations; a surplus of income over expenditure of £9,499.82 was achieved for the year.

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### Income

Income receipts for the year totalled £6614.17 FOST'S income is generally healthy and was driven by fundraising initiatives; primarily a sponsored walk/run held in the school and supported by the school staff.

### Expenditure

Expenditure for the year totalled £4885.67. Expenditure is well managed and controlled with all transactions fully accounted for within the records held by the charity Treasurer.

### Stock

As of June 30<sup>th</sup> 2023, the FOST did not hold any stock.

### Gifts and Support in Kind

In review of the finances and assets of FOST, it must be noted that many members and trustees give a great deal of support in kind. Many purchases are made and paid for by members such as prizes for raffles, snacks for FOST functions and decorative accessories for events and the cost not claimed despite such a claim being perfectly legitimate.

Members also give generously of their time in the planning, preparation, and delivery of events and in the business of running FOST without which FOST would not exist and strengthen.

The Chairperson and Trustees wish to place on record their recognition and gratitude for these contributions.

### Funds Materially in Deficit

As at June 30<sup>th</sup> 2023, FOST had no funds in material deficit.

**Major Risks**-As at June 30<sup>th</sup> 2023, FOST have no major risks to reports.

# Annual Report for the Year ending June 2023

Friends Of St. Teresa's Financial Statement

July 2022 - June 2023

Month	Lodgement	Withdrawal	Interest	Bank Fee	Bank Statement
July	200 Club	20 Chq 200394 - Patton Print	15	3.93	7817.04
August	200 Club	20 D/D Parent Kind	£116.00	3.11	
September	200 Club	20	1.96	2.75	
October	200 Club Derry Girls Draw POTP	20 Chq 200403 - POTP Costs 662 Chq 200395 - Flamingoes 635	88.32 91.56	2.7	
November	200 Club Easy Fundraising	20 Chq 200401 - Patton Print 20 Chq 200402 - Golden Krust - Halloween bixs 16.35 Chq 200404 - Derry Girls prizes Chq 200406 - Woodville D/Girls drink prize Chq 200407 - Nic McCann - 1st prize Chq 200409 - Dannan Crafts P7 Chq 200408 - Grinch & Mr K suit	39 77 95.95 47.56 300 517.5 76.93	6.11	
December	200 Club Joanna @ David Smyth - Donation Derry Girls Draw	20 Chq 200411 - Marcellus - Santa 500 Chq 200414 - Greg Walsh - Xmas Tree 165	150 70	2.07 5.62	
January	200 Club	15 Chq 200405 - D/Girls suitcase & Flamingoes Chq 200400 - Puddlesuits Chq 200410 - School Counsellor Chq 200413 - Hamiltons Chq 200415 - P7 Books Chq 200417 - Emma Molloy - 200 Club O/P Chq 200418 - Linda Mercer - 200 Club O/P	98.31 289 1000 34.54 81 160 160	4.05	
February	200 Club Easy Fundraising	10 Chq 200399 - McDonalds Ice Cream 17.36 Chq 200416 - Teachers Wish List	120.5 517.37	5.52	
March	200 Club	5 Chq 200419 - Smarties Packs Chq 200420 - Golden Crust - st Pat Day bixs	33.35 120	1.53 3.47	
April	200 Club Bunny Run Credit Union Donation	5 Chq 200421 - Puddlesuits 3109.91 Chq 200422 - Bunny Costume 250 Chq 200426 - Easter Eggs	250.87 49.99 187	3.37	
May	200 Club	5		10.2	
June	200 Club Movie Night 80's Night	5 Chq 200428 - Mrs H flowers & Woodville Balloons 303.55 Chq 200429 - 80's Night Woodville 790	58.98 39.94	2.1 2.55	
Totals		6614.17	4885.67	7.66 53.38	
		Still to come @ 30 June 2023 Chq 200412 - P Magee - Xmas Refreshments Chq 200427 - MA McIntyre - P7 Leavers Chq 200430 - Patton Print	20.42 200 20		
					£9,499.82

Signed..... *L. Hoy* ..... Mrs Louise Hoy (Treasurer)

Signed..... *N. Henderson* ..... Mrs Niamh Henderson

Date..... *01/10/23* .....

## **Annual Report for the Year ending June 2023**

Approved and adopted by electronic issue to the executive committee and signed on their behalf.

Niamh Henderson- Chairperson- FOST

### **Notes to the Accounts**

#### **Restricted Funds**

FOST does not operate within Restricted Funds.

#### **Trustees' Expenses**

No expenses were paid to any of the Trustees during the year except to reimburse them for purchases made on behalf of FOST.

#### **Trustees' Indemnity Insurance**

No charitable funds have been used to purchase insurance to indemnify the Trustees against the consequences of any neglect or default on their part.

#### **Accounting Policies**

Section 133 of the Charities Act 2011 permits a charity to prepare receipts and payments account and a statement of assets and liabilities where gross income in the financial year does not exceed £250,000, therefore receipts and payment accounts and a statement of assets and liabilities has been prepared and presented for the year ended June 30<sup>th</sup> 2023. All income is recorded when received and all expenditure is recorded when paid.

#### **Independent Scrutiny**

In the year ended June 30<sup>th</sup> 2023, gross income did not exceed £25,000 and therefore, in accordance with sections 144 & 145 of the Charities Act 2011 no audit or independent examination is required.

Approved and adopted by electronic copy sent to Executive Committee on 1<sup>st</sup> October 2023

Niamh Henderson

Chairperson

#### **Reference and Administrative Details Charity Name**

Friends of St Teresa's Primary School, Lurgan which is also known as FOST.

#### **Charity Number**

Registered charity in Northern Ireland.

NIC104250

## **Annual Report for the Year ending June 2023**

### **Principal Address**

36 Tarry Lane,  
Cornakinnegar  
Lurgan  
Co. Armagh  
BT67 9LQ

### **Charity Trustees as of June 30<sup>th</sup> 2023**

Ms Niamh Henderosn	Chairperson
Mrs Paula Magee	Vice Chairperson
Mrs Louise Hoy	Treasurer
Mrs Sinead Adams	Secretary

### **Other Charity Trustees in the Year to June 30<sup>th</sup> 2023**

**None**

### **Structure, Governance and Management**

#### **Governing document and Constitution**

The Friends of St Teresa's Primary School, Lurgan (FOST) is an unincorporated association and is governed by a constitution adopted in September 2015. (Copy submitted with Annual Report & Statement of Accounts to 30 th June 2017.)

FOST is run and managed entirely by the Trustees with assistance given from members of the school and the local wider community when running events.

#### **Trustees Selection and Management**

FOST is managed by the Trustees listed above. The Trustees meet formally typically once every three months. In the year to June 30<sup>th</sup> 2023, there were 3 formal meetings.

At each meeting the Treasurer presents the latest accounts, and these are reviewed against budgets and forecasts. Spending is discussed and approved. Officers may authorise some expenditure between meetings ensuring that such spending is reported at the next meeting. All payments are made by cheque and must be signed by two of the designated signatories for FOST.

The meetings also provide a forum to review recent activities and to plan forthcoming events. There is however additional ad hoc meetings convened to plan and prepare for special events.

The above annual report was emailed to executive committee members for acceptance and approval on 1st October 2023 with full confirmation of approval received.

## Objectives and Activities

### Charitable Objectives

The objectives of FOST as set out in our constitution are to advance the education of pupils in the school in particular by;

*Developing affective relationships between the staff, parents and others associated with the school; and*

*Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils*

### Public Benefit Statement

FOST has a number of key public benefits, and these are outlined below.

#### 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 PTA 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 Teresa's PS, Lurgan. Charity trustees (PTA 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 Teresa's PS, Lurgan. Charity trustees (PTA 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.

The Trustees of FOST confirm that they have complied with their duty under section 17 (5) of the Charities Act 2011 to have regard to the Charity Commission's guidance on public benefit and that the public benefit requirement has informed the activities of the Society in the year to June 30<sup>th</sup>, 2023.

In evaluating public benefit, the Trustees note that membership of the Friends of St Teresa's PS, Lurgan is open to all who share an interest in the charitable objectives of FOST. All pupils at St Teresa's PS are also able to benefit from the events provided and the funds raised by FOST.

### Summary of Main Activities & Achievements Activities

FOST continue to support St Teresa's primary school and all its pupils in numerous ways. For the July 2022 to June 2023 reporting period FOST ran numerous events with a key focus on The Bunny Run.

## **Annual Report for the Year ending June 2023**

FOST organised a sponsored 5k run within the school, which was undertaken by the school staff and called it the Bunny Run. A school teacher participated by dressing up as a bunny and the children, followed him, by running or walking around the school. The money raised from the Bunny Run was held in provision for iPads, which was requested from the school principal, Mr Kearney, as a wish for the school year.

As well as directly supporting the school, FOST understand the vital role that we can play in our community, to this end FOST held a Christmas tree light switch on which included a choir performance by local choir Cantabile. The school secretary participated by dressing up as The Grinch, which the children thought was brilliant.

The traditional Christmas Tree purchase was made, and FOST supported Christmas celebrations by organising a visit from Santa to each Classroom and gift of an arts and crafts treat to each pupil.

Easter Eggs distributed 2023 to all children.

FOST also run an 80's/90's/00's night out for parents of the school and wider community.

FOST contributed to the Primary 7 leavers event, by donating towards the running costs of a leavers party, organised by the p.7 parents.

FOST also held their first ever movie night which turned out to be a great success.

FOST provided puddle suits/wetsuits to the p.1 class, which will allow outdoor play for all the p.1 children each year.

FOST also contributed books to the p.7 class and a "teachers wishlist", which replenished stationary, jigsaws and books.

### **Achievements**

The main achievements for FOST in this reporting period include the ability to fund and fundraise by organising the Bunny run/sponsored walk, which seen a huge amount of £3109.91 being raised. These funds are a provision for iPads for the children.

The above annual report was emailed to executive committee members for acceptance and approval on 1<sup>st</sup> October 2023 with full confirmation of approval received.

Niamh Henderson  
Chairperson