

# St Michael's Primary School PTA

Northern Ireland · Charity number 104261

## Details

Status	Received
Registered	2015-11-18
Register	<a href="#">View on the Charity Commission for Northern Ireland register</a>

## Contact

Address	St. Michaels Primary School 514 Ravenhill Road Belfast Bt6 0bw BT6 0BW
Phone	07751234355
Email	<a href="mailto:stmichaelspta2021@gmail.com">stmichaelspta2021@gmail.com</a>
Website	<a href="http://www.stmichaelsps.com/pta/">http://www.stmichaelsps.com/pta/</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:** General charitable purposes

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

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£35,896	£10,908	£0	0
2024-08-31	£9,163	£11,276	£0	0

## Trustees

Name	Role	Appointed
Mrs Alicja Nowakowska		
Mrs Alison Hollywood		
Mrs Aoife Eigenheer		
Mrs Brighdeen Rice		
Mrs Joelle Black		
Mrs Judith Moore		
Mrs Katherine Corthorn		
Mrs Nicola Dowds		
Mrs Ottavia Taylor		

**St Michael's Primary School PTA**

Northern Ireland - Charity number 104261

---

# Accounts

---

## St Michael's PTA 104261 Receipts and Payments Account

Year start date

Year end date

For the year from	01/09/2024	To	31/08/2025
-------------------	------------	----	------------

### Receipts and payments

	2004/05 Unrestricted funds £	2004/05 Restricted funds £	2004/05 Total funds £	Last Year Total funds £
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions	-	-	-	-
Donations		1,700	1,700	-
Regular Standing Orders	3,460	-	3,460	-
Gift Aid	-	-	-	-
Sponsorship		1,550	1,550	
Other income	-		-	-
<b>Sub total</b>	<b>3,460</b>	<b>3,250</b>	<b>6,710</b>	<b>-</b>
<b>Grants</b>				
Grant	-	-	-	-
Other grants	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fundraising (gross)</b>				
Bingo		1,361	1,361	-
Colour Run		7,414	7,414	-
Christmas Events		5,748	5,748	
Raffle and Summer Social		13,993	13,993	
Uniform Sales	594		594	
Other fundraising activities	78	-	78	-
	-	-	-	-
<b>Sub total</b>	<b>671</b>	<b>28,515</b>	<b>29,186</b>	<b>-</b>
<b>Investment income</b>				
Bank interest	-	-	-	-
Building Society interest	-	-	-	-
Other investment income	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Gross Income</b>	<b>4,131</b>	<b>31,765</b>	<b>35,896</b>	<b>-</b>
<b>Asset and investment sales, etc.</b>	-	-	-	-
<b>Total receipts</b>	<b>4,131</b>	<b>31,765</b>	<b>35,896</b>	<b>-</b>

# St Michael's PTA 104261

## Receipts and Payments Account

Year start date

Year end date

For the year from	01/09/2024	To	31/08/2025
-------------------	------------	----	------------

### Receipts and payments

	2004/05	2004/05	2004/05	Last Year
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>Payments</b>				
<b>Charitable Payments</b>				
Wages	-	-	-	-
Rent	-	-	-	-
Water	-	-	-	-
Electricity and Gas	-	-	-	-
Insurance	153	-	153	-
Repairs and Renewals	44	-	44	-
Materials and equipment	625	-	625	-
Printing and photocopying	-	-	-	-
AGM and trustee expenses	-	-	-	-
Donation to school signage	2,000	-	2,000	-
Donation to school Fun day	1,000	-	1,000	-
Holy Communion Tea	156	-	156	-
Confirmation Tea	138	-	138	-
Halloween Sweets	50	-	50	-
Culture Day - Ice cream	400	-	400	-
Sports day - Ice cream	400	-	400	-
P7 Leavers	309	-	309	-
Gift to Staff	73	-	73	-
	-	-	-	-
<b>Sub total</b>	<b>5,349</b>	<b>-</b>	<b>5,349</b>	<b>-</b>
<b>Fundraising expenses</b>				
Bingo	-	190	190	-
Colour Run	-	614	614	-
Christmas Events	-	2,594	2,594	-
Raffle and Summer Social	-	2,135	2,135	-
Other fundraising costs	25	-	25	-
<b>Sub total</b>	<b>25</b>	<b>5,534</b>	<b>5,559</b>	<b>-</b>
<b>Total Gross Expenditure</b>	<b>5,374</b>	<b>5,534</b>	<b>10,908</b>	<b>-</b>
<b>Asset and investment purchases, etc.</b>	-	-	-	-
<b>Total payments</b>	<b>5,374</b>	<b>5,534</b>	<b>10,908</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 1,242</b>	<b>26,231</b>	<b>24,989</b>	<b>-</b>
Cash funds last year end	-	-	-	-
<b>Cash funds this year end</b>	<b>- 1,242</b>	<b>26,231</b>	<b>24,989</b>	<b>-</b>

Bank Balance at start of 1st September 2024	1,877
plus net cash funds this year	24,989
Bank Balance at end of 31st August 2025	26,866

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



**St Michael's Primary School PTA**

Northern Ireland - Charity number 104261

---

# Accounts

---

Charity Name St Michael's P.T.A.	Charity No. NIC104261
-------------------------------------	--------------------------

### 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 £
<b>A1 Receipts</b>					
Gross takings	8,623	540	-	9,163	-
Donations	-	-	-	-	-
Sponsorship	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A1 Sub total</b> (Gross income for the Annual Return)	8,623	540	-	9,163	-
<b>A2 Asset and investment sales</b> (see tables 1 and 2 in section 7 of the guidance).					
	-	-	-	-	-
	-	-	-	-	-
<b>A2 Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	8,623	540	-	9,163	-
<b>A3 Payments</b>					
Grants to school	5,872	2,750	-	8,622	-
Advertising	-	-	-	-	-
Fundraising costs	2,513	-	-	2,513	-
Administration costs	140	-	-	140	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A3 Sub total</b>	8,526	2,750	-	11,276	-
<b>A4 Asset and investment purchases</b> (see tables 1 and 2 in section 7 of the guidance)					
	-	-	-	-	-
	-	-	-	-	-
<b>A4 Sub total</b>	-	-	-	-	-
<b>Total payments</b>	8,526	2,750	-	11,276	-
<b>Net of receipts/(payments)</b>	97	-2,210	-	-2,113	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	1,770	2,210	-	3,980	3,980
<b>Cash funds this year end</b>	1,867	-	-	1,867	3,980

**St Michael's Primary School PTA**

Northern Ireland - Charity number 104261

---

# Accounts

---

Charity Name St Michael's P.T.A.	Charity No. NIC104261
-------------------------------------	--------------------------

### 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 £
<b>A1 Receipts</b>					
Gross takings	13,210	2,210	-	15,420	-
Donations	-	-	-	-	-
Sponsorship	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A1 Sub total</b> (Gross income for the Annual Return)	<b>13,210</b>	<b>2,210</b>	<b>-</b>	<b>15,420</b>	<b>-</b>
<b>A2 Asset and investment sales</b> (see tables 1 and 2 in section 7 of the guidance).					
	-	-	-	-	-
	-	-	-	-	-
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>13,210</b>	<b>2,210</b>	<b>-</b>	<b>15,420</b>	<b>-</b>
<b>A3 Payments</b>					
Grants to school	11,136	-	-	11,136	-
Advertising	-	-	-	-	-
Fundraising costs	1,517	-	-	1,517	-
Administration costs	128	-	-	128	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A3 Sub total</b>	<b>12,782</b>	<b>-</b>	<b>-</b>	<b>12,782</b>	<b>-</b>
<b>A4 Asset and investment purchases</b> (see tables 1 and 2 in section 7 of the guidance)					
	-	-	-	-	-
	-	-	-	-	-
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>12,782</b>	<b>-</b>	<b>-</b>	<b>12,782</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>428</b>	<b>2,210</b>	<b>-</b>	<b>2,638</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>1,341</b>	<b>-</b>	<b>-</b>	<b>1,341</b>	<b>1,341</b>
<b>Cash funds this year end</b>	<b>1,770</b>	<b>2,210</b>	<b>-</b>	<b>3,980</b>	<b>1,341</b>

**St Michael's Primary School PTA**

Northern Ireland - Charity number 104261

---

# Annual report

---

Registered charity number NIC104261

St Michael's Primary School PTA

Report and Accounts

31 August 2023

**Trustees' Annual Report for the Period 1st September 2022 to 31st August 2023  
St Michael's Primary School PTA, 514 Ravenhill Road BT6 0BW**

**1) Purpose of the Charity:**

The purpose of the Association is to enhance the experience of all children at St Michael's, by developing positive relationships between staff, pupils and parents.

**2) Governance:**

As a Parent Teacher Association (PTA) we work closely with both the pupil's families and the Teaching & Support staff of St Michael's Primary School (address as above). This both supports and compliments the work of our committee and volunteers and ensures that the views, requirements and concerns of all members can be fully realised. We regularly review processes to ensure best practise is forefront in all aspects of what we do.

The charity is constituted under the Model Constitution for Parent Teacher Associations In Northern Ireland (NI) (2014 version) provided by PTA-UK.

C/o St Michael's Primary School, 514 Ravenhill Road BT6 0BW Charity Number NIC104261

**3) Trustees during this Reporting Period:**

Co-Chairs: Alison Hollywood & Judith Moore

Treasurer: Katherine Corthorn

Secretary: Miriam Quinn

Joelle Black, Aoife Eignheer, Deirdre Roche, Brigid Collins, Bryan Mills, Scott Brooks, Fiona Pellisier, Mathieu Lundy, Orla Lonergan, Fionnuala Boylan, Siobhan Curran

Nominations for election to the committee as a trustee may be made by any member of the association and seconded by another. Nominations should be made in writing to the Chair at any time until the election process has been completed. If no nominations or an insufficient number are received before the AGM, any members present may nominate a person, with their consent, and that person may be appointed by a majority vote of those present.

**4) What the charity has done during the year to carry out its purposes (our activities):**

The PTA committee have endeavoured to have fun activities for the children. In September we kicked off the fundraising for the year with a school marathon relay. All pupils took part and received sponsorship from their family and wider school community. This was a resounding success and we raised over £8000 for the school. This was an incredible achievement and the children had a ball.

The committee sourced and arranged school sports kits for the girls' sports teams – cross country, camogie and Gaelic. This was kindly sponsored by McGoveran's Centra.

We funded ice cream and sweets for the children at the Halloween disco. Thank you to Tesco community fund that provided prizes for the pumpkin decorating/carving competition.

The school Christmas cards proved once again very successful and each child got a chance to design their own Christmas card. This year the whole process was undertaken via online ordering and delivered to the school. This made for simpler and easier processing for the PTA.

The committee members created Christmas themed Quizzes specific to each year group. The children did the quizzes in their classes and they all really enjoyed the event. One family very

generously donated selection boxes for each child, which was a real treat for the children and an extremely thoughtful donation.

In Jan 2023, there was a request from the school that they required new blinds for the classrooms. This was a large expense for the school and there were some classrooms that required these sooner than others. We used the "Penny Wars" (collecting loose change from home and bringing it in to school) fundraiser for the month of Feb to collect for new blinds. This raised over £2200 and the blinds were ordered and installed for some of the classrooms in the new academic year (Sept 2023).

Again, in conjunction with the School Eco Council we ran our second hand uniform sales four times during the academic year, this was a fabulous way of allowing parents to donate their unused/small uniforms and the unclaimed lost property from the school. These were very well attended events and we continue to do the sales on a termly basis.

We held 2 successful coffee mornings for local charities – Macmillan Cancer and Tiny Life.

We sent almost 500 pieces of unused St Michael's uniform to Madagascar as part of the Adsum Foundation work.

We provided the opportunity for all of our P7 children to order leavers hoodies with the names of all the P7 children on it, as a memento of their time in St Michael's.

We were able to provide tea and coffee to the parents and family members of the P4 Holy Communicants and the P7 leavers after their celebration events. We gratefully received help from the P3 and the P6 parents in a pay it forward manner.

We rounded the year off with our Summer Social as a community event and a farewell to Mrs Finn on her retirement. We had food and treats to purchase from Belfast Coffee Van, Pizzavantastica and Collie's Ice Cream and lots of fantastic entertainment from the amazing school music groups, choirs and the newly named "Trad Dad's". Thank you to MR Sports for helping to entertain the children during the summer social.

We would like to thank all those parents, grandparents, childminders and friends who supported the PTA over this past year.

#### **Profits from the main events were:**

- £15,420 (income)
  - £12,782 (expenses)
- See attached accounts for further details and breakdown.

#### **5) How we made a difference**

We funded 2x interactive whiteboards and 5 C-pen readers for dyslexic pupils.

The P4 children all received a goodie bag after their Holy Communion.

We funded the annual P7 leaver's event – a pizza party. Each child also received a leaver's pen and a fun emoji keyring as a memento of their time in St Michael's.

Ice cream and treats at the Halloween disco (Oct 2022) and ice cream at the school sports days (June 2023).

We also helped fund the annual school fun day in June 2023 with a £1000 financial contribution

**6) How the charity has mitigated any harm flowing from its purposes:**

We work closely with the school SMT to undertake risk assessments on all activities and ensure that our activities follow the ethos of the wider school environment.

**7) How the charity has ensured that any private benefit has been incidental to the public benefit:**

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

**8) Statement of compliance with the duty to have regard to the Commission's guidance:**

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.

**9) Financial overview & statement of the charity's policy on reserves:**

As of the end of our 2022/23 period other than the bank accounts (current & reserve) the PTA does not have any other assets or liabilities. A full statement of account accompanies this report. We work with the school to ensure that all monies raised can be quickly and effectively put to use to achieve the objectives of the association. As such we only carry small reserves from year to year. This policy could be re-evaluated if there was a larger target that required multi- year fundraising.

The Reserves Policy is based on the need for cash in September to cover insurance payment and this year we also had money (over £2200 ring fenced) to pay for the installation of new blinds during the new academic year 2023/2024

**10) Statement of thanks to the many volunteers and supporters throughout the 2022/23 year:**

Thanks to the all the committee who help run all the events. A word of thanks to Donagh McGoveran from the school community and Centra shops who covered the cost of the girls' new sports kits We appreciate not everyone has the time to give up for the monthly meetings and events, we are very grateful for the many parents that help out from time to time as their schedules allow.

Signed on behalf of St Michael's Primary School PTA:

Judith Moore and Alison Hollywood Co-Chairs  
St Michael's Primary School PTA 2022/23

April 2024

Charity Name	Charity No.
St Michael's P.T.A.	NIC104261

### 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 £
<b>A1 Receipts</b>					
Gross takings	13,210	2,210	-	15,420	-
Donations	-	-	-	-	-
Sponsorship	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A1 Sub total</b> (Gross income for the Annual Return)	13,210	2,210	-	15,420	-
<b>A2 Asset and investment sales</b> (see tables 1 and 2 in section 7 of the guidance).					
	-	-	-	-	-
	-	-	-	-	-
<b>A2 Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	13,210	2,210	-	15,420	-
<b>A3 Payments</b>					
Grants to school	11,136	-	-	11,136	-
Advertising	-	-	-	-	-
Fundraising costs	1,517	-	-	1,517	-
Administration costs	128	-	-	128	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A3 Sub total</b>	12,782	-	-	12,782	-
<b>A4 Asset and investment purchases</b> (see tables 1 and 2 in section 7 of the guidance)					
	-	-	-	-	-
	-	-	-	-	-
<b>A4 Sub total</b>	-	-	-	-	-
<b>Total payments</b>	12,782	-	-	12,782	-
<b>Net of receipts/(payments)</b>	428	2,210	-	2,638	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	1,341	-	-	1,341	1,341
<b>Cash funds this year end</b>	1,770	2,210	-	3,980	1,341

**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	Bank balance	1,770	2,210	-	3,980	1,327
	Petty cash	-	-	-	-	14
		-	-	-	-	-
	<b>Total cash funds</b>	<b>1,770</b>	<b>2,210</b>	<b>-</b>	<b>3,980</b>	<b>1,341</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	Last year to nearest £
B2 Other monetary assets		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	Last year
B3 Investment assets			-	-	-
			-	-	-
			-	-	-
			-	-	-
	Total		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	Last year
B4 Assets retained for the charity's own use			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
		Total		-	-

	Details	Fund to which liability relates	When due (optional)	Amount due (optional)	Last year
B5 Liabilities				-	-
				-	-
				-	-
				-	-
	Total			-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

**St Michael's Primary School PTA**

Northern Ireland - Charity number 104261

---

# Annual return

---

## **Independent examiner's report to the charity trustees of St Michael's P.T.A (Charity Number NIC104261)**

**I report on the accounts of the Trust for the year ended 31st August 2023, which are set out on pages 1 to 6.**

### **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 preparation of the accounts from 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 the following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



Sharon O'Neill BSc FCA  
5B Diran Road  
Cookstown  
BT80 9XL

**St Michael's Primary School PTA**

Northern Ireland - Charity number 104261

---

# Accounts

---

Charity Name	Charity No.
St Michael's P.T.A.	NIC104261

### Receipts and payments accounts

For the period from	01/09/2017	To	31/08/2018
---------------------	------------	----	------------

#### 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 £
<b>A1 Receipts</b>					
Gross takings	6,010	3,672	-	9,682	-
Donations	-	-	-	-	-
Sponsorship	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A1 Sub total</b> (Gross income for the Annual Return)	<b>6,010</b>	<b>3,672</b>	<b>-</b>	<b>9,682</b>	<b>-</b>
<b>A2 Asset and investment sales</b> (see tables 1 and 2 in section 7 of the guidance).					
	-	-	-	-	-
	-	-	-	-	-
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>6,010</b>	<b>3,672</b>	<b>-</b>	<b>9,682</b>	<b>-</b>
<b>A3 Payments</b>					
Grants to school	3,538	3,560	-	7,098	-
Advertising	-	-	-	-	-
Fundraising costs	2,830	134	-	2,964	-
Administration costs	113	-	-	113	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A3 Sub total</b>	<b>6,482</b>	<b>3,694</b>	<b>-</b>	<b>10,175</b>	<b>-</b>
<b>A4 Asset and investment purchases</b> (see tables 1 and 2 in section 7 of the guidance)					
	-	-	-	-	-
	-	-	-	-	-
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>6,482</b>	<b>3,694</b>	<b>-</b>	<b>10,175</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 471</b>	<b>- 22</b>	<b>-</b>	<b>- 493</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>1,907</b>	<b>-</b>	<b>-</b>	<b>1,907</b>	<b>1,907</b>
<b>Cash funds this year end</b>	<b>1,436</b>	<b>- 22</b>	<b>-</b>	<b>1,414</b>	<b>1,907</b>

**St Michael's Primary School PTA**

Northern Ireland - Charity number 104261

---

# Annual report

---

Registered charity number NIC104261

St Michael's Primary School PTA

Report and Accounts

31 August 2018

## **Trustees' Annual Report for the Period 1st September 2017 to 31st August 2018 St Michael's Primary School PTA, 514 Ravenhill Road BT6 0BW**

### **1) Purpose of the Charity:**

The purpose of the Association is to enhance the experience of all children at St Michael's, by developing positive relationships between staff, pupils and parents.

### **2) Governance:**

As a Parent Teacher Association (PTA) we work closely with both the pupil's families and the Teaching & Support staff of St Michael's Primary School (address as above). This both supports and compliments the work of our committee and volunteers and ensures that the views, requirements and concerns of all members can be fully realised. We regularly review processes to ensure best practise is forefront in all aspects of what we do.

The charity is constituted under the Model Constitution for Parent Teacher Associations In Northern Ireland (NI) (2014 version) provided by PTA-UK.

C/o St Michael's Primary School, 514 Ravenhill Road BT6 0BW Charity Number NIC104261

### **3) Trustees during this Reporting Period:**

Chair: Rachel McGonigle

Treasurer: Katherine Corthorn

Secretary: Clodagh Doyle

Claire Donnelly, Lisa Brady, Doro Costa Fassunge, Deirdre Roche, Susan Gillen, Orla Lonergan, Katherine Richmond, Myriam Fearon, Alison Hollywood, Fionnuala Boylan, Ruth McIlroy and Ciara Brennan

Nominations for election to the committee as a trustee may be made by any member of the association and seconded by another. Nominations should be made in writing to the Chair at any time until the election process has been completed. If no nominations or an insufficient number are received before the AGM, any members present may nominate a person, with their consent, and that person may be appointed by a majority vote of those present.

### **4) What the charity has done during the year to carry out its purposes (our activities):**

In this past year we are delighted to have raised £7,930.28 for the school. We organised our regular events including a welcome coffee morning for parents, Halloween Disco, Christmas movie night as well as a Mum's Christmas night out. The children all got an opportunity to design their own Christmas cards while raising funds for the school. In the Spring term we also ran a very successful pub quiz and auction.

As well as the fundraising events we also provided the opportunity for all of our P7 children to order leavers' hoodies with all the names of the P7 children on it, as a memento of their time in St Michael's. We also made a donation towards the P7 leavers disco and pizza night.

This year we joined with, Rosetta Primary school and the parishioners of the Good Shepherd to hold a "Tree of Light and Life" service, to remember all our loved ones who couldn't be with us at Christmas time. All money raised from this event was put into providing playground equipment for use at break and lunch times.

We would like to thank all those parents, grandparents, childminders and friends who supported the PTA over the past year.

**Profits from the main events were:**

Halloween Disco £1,520.78

Christmas Cards £856.65

Christmas Mums Night out £262.00

Tree of light and life £472.21 (money raised to go towards outdoor play equipment)

Quiz and Auction £2,042.07 (Complemented by a separate Just Giving page which raised £2,274 given directly to School for website upgrade and app)

Gnome Hunt £502.57

**5) How we made a difference**

We were able to support the school in a number of ways. Firstly we started off the new academic year by purchasing 80 dictionaries for P5-P7.

We then purchased new playground equipment which included skipping ropes, hoops, bats, balls, cones, beanbags and more.....the cost of this totalled £265.30, the equipment was immediately put to use during break and lunch time. (we held back some of the money to replace lost and broken items in the new academic year).

One of the interactive white board projectors broke and so the PTA funded a replacement at a cost of £2,310.86.

To complete the poly tunnel we purchased folding tables, benches and a wipe/flip board, to create a fully functioning outdoor classroom at a cost of.£2,532.59.

In June we also made a donation of £120.00 towards the P7 Leavers disco and Pizza night.

As well as financial support to the school we also provided hospitality at a number of school events including the Holy Communion, P7 Play, P7 Leaving mass and sports day.

Our Parent voice again ran an information evening for parents whose children are sitting the transfer test, with helpful tips and information about the test. This proved a very helpful and informative evening.

Prior to the new school year starting in September 2018 we also provided a years supply of photocopy paper, 400 glue sticks and 144 packs of 'Twistables' crayons. As well as providing a flag pole to display our hard earned "Green Flag award".

**6) How the charity has mitigated any harm flowing from its purposes:**

We work closely with the school SMT to undertake risk assessments on all activities and ensure that our activities follow the ethos of the wider school environment.

**7) How the charity has ensured that any private benefit has been incidental to the public benefit:**

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

**8) Statement of compliance with the duty to have regard to the Commission's guidance:**

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.

**9) Financial overview & statement of the charity's policy on reserves:**

As of the end of our 2017/18 Period other than the bank accounts (current & reserve) the PTA does not have any other assets or liabilities. A full statement of account accompanies this report. We

work with the school to ensure that all monies raised can be quickly and effectively put to use to achieve the objectives of the association. As such we only carry small reserves from year to year. This policy could be re-evaluated if there was a larger target that required multi- year fundraising.

The Reserves Policy is based on the need for cash in September to cover insurance payment, supplies for Halloween Disco and this year we also had reserves for funding the paper, glue, twistables and flag pole.

**10) Statement of thanks to the many volunteers and supporters throughout the 2017/18 year:**

Thanks to the sub committee that ran the quiz and auction, alongside this event they also opened a just giving page which raised an amazing £2,274, which went directly to the school to be spent on the school website and App. A word of thanks to all local businesses who have continued to support our events and provided some wonderful and very generous raffle/auction prizes. I appreciate not everyone has the time to give up for the monthly meetings and events, we are very grateful for the many parents that help out from time to time as their schedules allow.

Signed on behalf of St Michael's Primary School PTA:

Rachel McGonigle Chair

St Michael's Primary School PTA 2017/18

29 May 2018

Charity Name	Charity No.
St Michael's P.T.A.	NIC104261

### Receipts and payments accounts

For the period from	01/09/2017	To	31/08/2018
---------------------	------------	----	------------

#### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Gross takings	6,010	3,672	-	9,682	-
Donations	-	-	-	-	-
Sponsorship	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A1 Sub total</b> (Gross income for the Annual Return)	<b>6,010</b>	<b>3,672</b>	<b>-</b>	<b>9,682</b>	<b>-</b>
<b>A2 Asset and investment sales</b> (see tables 1 and 2 in section 7 of the guidance).					
	-	-	-	-	-
	-	-	-	-	-
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>6,010</b>	<b>3,672</b>	<b>-</b>	<b>9,682</b>	<b>-</b>
<b>A3 Payments</b>					
Grants to school	3,538	3,560	-	7,098	-
Advertising	-	-	-	-	-
Fundraising costs	2,830	134	-	2,964	-
Administration costs	113	-	-	113	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>A3 Sub total</b>	<b>6,482</b>	<b>3,694</b>	<b>-</b>	<b>10,175</b>	<b>-</b>
<b>A4 Asset and investment purchases</b> (see tables 1 and 2 in section 7 of the guidance)					
	-	-	-	-	-
	-	-	-	-	-
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>6,482</b>	<b>3,694</b>	<b>-</b>	<b>10,175</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 471</b>	<b>22</b>	<b>-</b>	<b>493</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>1,907</b>	<b>-</b>	<b>-</b>	<b>1,907</b>	<b>1,907</b>
<b>Cash funds this year end</b>	<b>1,436</b>	<b>22</b>	<b>-</b>	<b>1,414</b>	<b>1,907</b>

**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	Bank balance	1,409	22	-	1,388	1,879
	Petty cash	26	0	-	26	28
		-	-	-	-	-
	<b>Total cash funds</b>	<b>1,436</b>	<b>22</b>	<b>-</b>	<b>1,414</b>	<b>1,907</b>

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	Last year to nearest £
B2 Other monetary assets		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	Last year
B3 Investment assets			-	-	-
			-	-	-
			-	-	-
	<b>Total</b>		<b>-</b>	<b>-</b>	<b>-</b>

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	Last year
B4 Assets retained for the charity's own use			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
	<b>Total</b>		<b>-</b>	<b>-</b>	<b>-</b>

	Details	Fund to which liability relates	When due (optional)	Amount due (optional)	Last year
B5 Liabilities				-	-
				-	-
				-	-
	<b>Total</b>			<b>-</b>	<b>-</b>

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

**St Michael's Primary School PTA**

Northern Ireland - Charity number 104261

---

# Annual return

---

# **Independent examiner's report to the charity trustees of St Michael's P.T.A (Charity Number NIC104261)**

**I report on the accounts of the Trust for the year ended 31st August 2018, which are set out on pages 1 to 10.**

## **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 preparation of the accounts from 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 the following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Sharon O'Neill BSc FCA  
5B Diran Road  
Cookstown  
BT80 9XL