

# St. Joseph's PFA Carryduff

Northern Ireland · Charity number 107768

## Details

Status	Received
Registered	2021-06-11
Register	<a href="#">View on the Charity Commission for Northern Ireland register</a>

## Contact

**Address**  
St. Josephs Primary School  
8 Knockbracken Drive  
Carryduff  
Belfast  
County Down  
BT8 8ex  
BT8 8EX

**Phone** 02890813523

**Website** <https://www.stjosephscarryduff.com/pfa/>

## Activities

**Purposes:** The advancement of education of pupils in St Joseph's Primary School and Nursery Unit, Carryduff ("the school") by: a) Developing relationships between staff, parents and others associated with the school b) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils. c) Contributing to the wider community, via school events and activities

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

**How the charity works:** Community development, Education/training

**Who the charity helps:** Children (5-13 year olds), Parents, Preschool (0-5 year olds)

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£9,172	£7,931	£0	0

## Trustees

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Name	Role	Appointed
Mrs Anne Taylor		
Mrs Stacy Hamill		
Ms Brenda Clerkin		

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**St. Joseph's PFA Carryduff**

Northern Ireland - Charity number 107768

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# Accounts

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# St Joseph's PFA Carryduff

Annual Report and Accounts

Year Ended

30<sup>th</sup> September 2025



Registered Charity Number: NIC107768

<b>Contents</b>	<b>Page</b>
Members of the Board and Professional Advisors	3
Trustees Report	4
Chairpersons' Report	7
Independent Examiners Report to the Trustees	9
Income and Expenditure Account	10
Statement of Assets and Liabilities	12
Notes to the Financial Statements	13

## **Members of the Board and Professional advisors**

**Registered Charity name**

St. Joseph's PFA Carryduff

**Charity number**

NIC107768

**Address**

St Joseph's Parent & Friends Association  
C/O St Joseph's Primary School  
8 Knockbracken Drive,  
Carryduff, BT8 8EX

**Trustees**

Hannah McGrath  
Brenda Clerkin  
Anne Taylor

**Bankers**

Ulster Bank  
Unit G  
Westwood Centre  
Kennedy Way  
Belfast  
BT11 9BQ

## **Trustees Report**

This report relates to the period 01 October 2024 to 30 September 2025.

### **Charitable purpose**

The purpose of the charity is the advancement of education of pupils in St Joseph's Primary School and Nursery Unit, Carryduff ("the school)" by:

- a) Developing relationships between staff, parents and others associated with the school,
- b) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils, and
- c) Contributing to the wider community, via school events and activities.

The direct benefits which flow from this purpose include the provision of funds to support the school in advancing the education of pupils, as well as improved relationships between staff, parents and others associated with the school.

These benefits will be evidenced through the amount of funds raised to improve facilities for the pupils. Monies raised and subsequent donations to the school will be visible on bank statements and annual accounts.

No harm is anticipated from this purpose. The beneficiaries of our services are the pupils, staff and parents / guardians of St Joseph's Primary School and Nursery Unit, Carryduff and the local community.

No private benefit flows from the purpose of our organisation.

### **Structure, governance and management**

On 11 June 2021 St Joseph's PFA Carryduff was officially registered as a charity with the Charity Commission for Northern Ireland.

The charity is governed by its Constitution, with the most recent version being dated 15 January 2020.

The Trustee board has overall responsibility for ensuring they have an appropriate system of controls, financial and otherwise. Furthermore, it is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time their financial position. It is also responsible for safeguarding their assets and liabilities and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Trustees Report (continued)**

### **Trustees of St Joseph's PFA Carryduff**

Trustees are appointed on an annual basis. The following Trustees were appointed on 20<sup>th</sup> November 2024, held office for the full financial year and were in place at the date of approval of this report.

Name	Position
Brenda Clerkin	Treasurer & Trustee
Hannah McGrath	Chairperson & Trustee
Anne Taylor	Secretary & Trustee

### **Objectives and activities**

The PFA have given consideration to the Charity Commission for Northern Ireland's guidance on public benefit when setting our objectives and activities to ensure our activities reflect the purpose of the charity and provide benefit to our beneficiaries.

### **Review of the charity's financial performance**

Overall, we had a highly successful year of fundraising, achieving a net income of £5,692.80 — an increase of £1,235.71 compared to the previous year. This growth was primarily driven by the introduction of the quiz event, which proved to be a great success and had not been held in the prior year. We also benefited from a new income stream through the Asda Cashpot, which contributed over £100.

Our regular fundraising activities continued to perform well, including the Halloween movie day, clothes collection, uniform sales, end-of-term Mad Hair Day, ice cream events, and our ever-popular Spring and Summer discos.

During the academic year (December 2024), we made a £4,400 donation to St. Joseph's School, reflecting funds raised from 2023/24 activities (by comparison, the donation for 2022/23 was £5,350). This represents a near full distribution of funds raised during the year, while maintaining a bank float of just over £1,000 (£1,033.33) going into 2024/25, consistent with the approach adopted in previous years.

No donation was made during the 2024/25 academic year. The trustees intend to seek members' approval at the AGM for a donation to the School for this academic year..

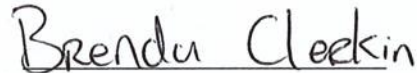
Towards the end of the year, we also registered with JustGiving, which will enable the School community to make donations online and allow us to claim Gift Aid. We plan to begin using this platform during 2025/26.

**Trustees Report (continued)**

On behalf of St Joseph's PFA Carryduff



Hannah McGrath  
Chairperson  
04 November 2025



Brenda Clerkin  
Treasurer  
04 November 2025

## **Chairpersons' report**

**Celebrating an Unforgettable 2024-2025 and Looking Ahead to 2025-2026.**

**What an incredible year 2024-2025 has been for the St. Joseph's PFA and our entire school community!**

**Our calendar was packed with incredible events that not only brought joy and laughter to everyone involved but also played a vital role in raising essential funds to support our school.**

**From the Halloween Movie Day to the creativity of the Christmas Card Design Project, and the festive fun of Christmas Cracker Day. We also held a Charity Clothes Collection, Spring Disco, Quiz Night, Easter Activity Week, Mad Hair Day, Summer Disco, and topped it all off with the much-loved Ice-Cream Treat Day! Every occasion was filled with energy and enthusiasm, all thanks to YOU, our amazing parents, carers, staff, and of course students.**

**Giving back to the school community remains at the heart of our mission. This year, we expanded our Uniform Recycling Scheme to include a Christmas Jumper and Coat Swap, creating a sustainable and affordable way for families to access nearly new clothing. Our successful stalls gave families a chance to donate outgrown items and pick up essentials, a win-win for families and the environment. Keep an eye out for these stalls on our 2025-2026 PFA calendar!**

**Speaking of which, our PFA calendar and running total meter was a huge hit, keeping everyone informed and connected while tracking our fundraising progress. We're thrilled to continue this as a regular feature and will keep you posted on exciting updates throughout the year.**

**We'd also like to extend a special shoutout to our generous local supporters:**

**McDonald's Saintfield Road, Eight South, Lidl, Angel Nails, Bronagh Mills Art, Cuts by Clio, Tesco Newtownbreda, E&B Pet Sitting, Funtastic, Tranquillity Therapies, Toasted, Carryduff Pharmacy, Café Nero, Steamvale, Pizza Crew, Jolly Fryer, Nigel Hall Trailer Skip Hire, and The Odyssey Trust, thank you for your invaluable support!**

**Looking ahead to 2025-2026, we're buzzing with excitement to bring you all the favourites plus some brand new events. We're also thrilled to support the introduction of ParentPay, which will make managing school payments easier than ever.**

**We warmly invite new faces to join the PFA, whether you're bursting with fresh ideas or simply want to lend a hand, we'd love to have you! It's a fantastic opportunity to get involved and help shape the year ahead.**

**Our success is built on teamwork and community spirit. Whether you contribute your time, ideas, or just your enthusiasm, every bit counts. We hold four face-to-face meetings a year, complemented by our lively WhatsApp group, making it easy to stay connected and involved.**

## Chairpersons' report (continued)

Finally, a huge thank you from me to the incredible PFA team, your passion and commitment make everything possible. As I step down this year with my youngest moving on to secondary school, I want to express my deepest gratitude to every member, past and present. It's a bittersweet moment, but I'm confident the PFA will continue to thrive with the fantastic team in place.

The PFA is all set for another extraordinary year in 2025-2026.

Through our fundraising, our goal is to support the school in providing:

- A new sensory room, and
- An update to IT equipment

As I prepare to say goodbye, write my last chair report and the ending of a 10 year journey with the PFA, I want to express that it has been a true pleasure to be part of this community. It's been an amazing journey, and I'm so grateful for the memories we've shared. Wishing you all continued success, here's to new beginnings and an unforgettable 2025–2026 for all of us!



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Hannah McGrath

Chairperson

04 November 2025

## Independent Examiner's Report to the Board of Trustees of St Joseph's PFA Carryduff for the Year Ended 30 September 2025

### 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.

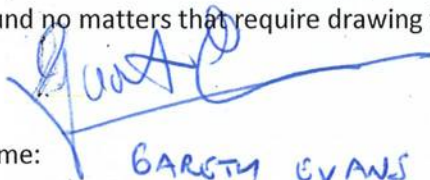
My role is to state whether any material matters have come to my attention giving me cause to believe:

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:

  
GARETH EVANS

Relevant professional qualification or body: FCA

Address: 11 OLD MANOR GROUND, BANBRIDGE BT32 4RY

Date: 4 NOVEMBER 2025

**Income and Expenditure Account for the Year Ended 30<sup>th</sup> Sept**

	2025	2024
	£	£
Opening bank balance of 1 October	5,433.33	6,384.53
<b>Fundraising Activities</b>		
<b>Income</b>		
Halloween movie	851.51	879.00
Christmas cards	1,464.00	1,939.00
Christmas activities	340.40	419.24
Quiz	1,458.00	-
Spring disco	1,828.40	1,606.57
Easter activities	387.82	669.69
Clothes collection	183.00	291.00
Mad hair day	361.15	228.00
Ice cream	203.75	404.83
Just giving	20.29	-
Uniform sales	94.23	222.26
Donations	-	60.00
Asda Cashpot	106.64	-
Summer disco	1,873.54	1,464.36
<b>Total income from fundraising activities</b>	<b>9,172.73</b>	<b>8,183.95</b>
<b>Expenditure</b>		
Halloween movie	323.12	322.69
Christmas cards	1,081.50	1,442.00
Quiz	80.00	-
Spring disco	736.50	634.42
Easter activities	242.80	84.24
Ice cream	142.94	348.30
Summer disco	858.23	895.21
Leavers mass (P7)	14.84	-
<b>Total expenditure from fundraising activities</b>	<b>3,479.93</b>	<b>3,726.86</b>
<b>Net income from fundraising activities</b>	<b>5,692.80</b>	<b>4,457.09</b>

**Income and Expenditure Account for the Year Ended 30<sup>th</sup> Sept  
(continued)**

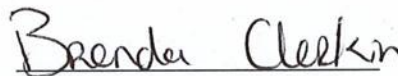
	2025 £	2024 £
<b>Expenditure in the form of donations</b>		
St Joseph's Primary School – April 2024		
St Joseph's Primary School – December 2024	4,400.00	5,350.00
<b>Other Expenditure</b>		
Bank Fees	52.28	58.29
<b>Total Expenditure</b>	4,452.28	5,408.29
 <b>Net movement in funds</b>	 (1,240.52)	 (951.20)
 <b>Closing bank balance as at 30 September</b>	 6,673.85	 5,433.33

Statement of Assets and Liabilities as at 30<sup>th</sup> Sept

	2025 £	2024 £
Current Assets		
Bank	6,673.85	5,433.33
Fund balances (unrestricted)	<u>6,673.85</u>	<u>5,433.33</u>



Hannah McGrath  
Chairperson  
04 November 2025



Brenda Clerkin  
Treasurer  
04 November 2025

## **Notes to the financial statements**

### **Basis of preparation**

The financial statements have been prepared on a receipts and payments basis and in accordance with the Charities SORP applicable to charities preparing their accounts in accordance with the provisions of FRS 102. There were no material departures from that standard.

**St. Joseph's PFA Carryduff**

Northern Ireland - Charity number 107768

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# Accounts

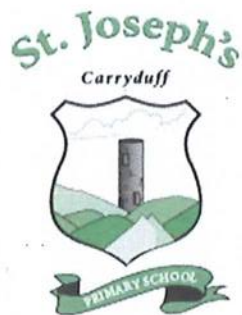
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# **St Joseph's PFA Carryduff**

**Annual Report and Accounts**

**Year Ended**

**30<sup>th</sup> September 2024**



Registered Charity Number: NIC107768

**Contents**

**Page**

Members of the Board and Professional Advisors	3
Trustees Report	4
Chairpersons' Report	7
Independent Examiners Report to the Trustees	9
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## **Members of the Board and Professional advisors**

### **Registered Charity name**

St. Joseph's PFA Carryduff

### **Charity number**

NIC107768

### **Address**

St Joseph's Parent & Friends Association

C/O St Joseph's Primary School

8 Knockbracken Drive,

Carryduff, BT8 8EX

### **Trustees**

Hannah McGrath

Brenda Clerkin

Anne Taylor

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## **Trustees Report**

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### **Charitable purpose**

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- a) Developing relationships between staff, parents and others associated with the school,
- b) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils, and
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The direct benefits which flow from this purpose include the provision of funds to support the school in advancing the education of pupils, as well as improved relationships between staff, parents and others associated with the school.

These benefits will be evidenced through the amount of funds raised to improve facilities for the pupils. Monies raised and subsequent donations to the school will be visible on bank statements and annual accounts.

No harm is anticipated from this purpose. The beneficiaries of our services are the pupils, staff and parents / guardians of St Joseph's Primary School and Nursery Unit, Carryduff and the local community.

No private benefit flows from the purpose of our organisation.

### **Structure, governance and management**

On 11 June 2021 St Joseph's PFA Carryduff was officially registered as a charity with the Charity Commission for Northern Ireland.

The charity is governed by its Constitution, with the most recent version being dated 15 January 2020.

The Trustee board has overall responsibility for ensuring they have an appropriate system of controls, financial and otherwise. Furthermore, it is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time their financial position. It is also responsible for safeguarding their assets and liabilities and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Trustees Report (continued)**

### **Trustees of St Joseph's PFA Carryduff**

Trustees are appointed on an annual basis. The following list of Trustees were appointed on 25<sup>th</sup> April 2024, held office for the full financial year and were in place at the date of approval of this report.

Name	Position
Brenda Clerkin	Treasurer & Trustee
Hannah McGrath	Chairperson & Trustee
Anne Taylor	Secretary & Trustee

### **Objectives and activities**

The PFA have given consideration to the Charity Commission for Northern Ireland's guidance on public benefit when setting our objectives and activities to ensure our activities reflect the purpose of the charity and provide benefit to our beneficiaries.

### **Review of the charity's financial performance**

Overall we had a very successful year of fundraising with a net income raised of £4,457.09. This was a slight decrease of £975.22 from the prior year. The decrease is mostly attributed to not running the quiz this year (due to low turnout last year), and no donations from Amazon Smile (which is no longer running for charities). However, we did host a number of other events, such as a movie day, the clothes collection, uniform sales, end of term mad hair day and ice cream events, and of course our ever-popular Spring and Summer discos. We did not run any new events this year in comparison to last year. One reason for this is the limited resources we have with our PFA volunteers.

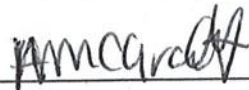
Also, this year we have been very grateful to receive donations of £60 from parents/guardians/friends of the School. We very much appreciate these kind donations.

During the academic year (April 2024) a donation of £5,350 was made to St. Joseph's School which related to fundraising activities for the 2022/23 year (for the 2021/22 year the donation was £2,700).

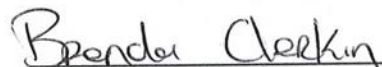
For 2023/24, no in-year donation was made but at the AGM held on 19<sup>th</sup> November 2024, a donation of £4,400 was made to the School. This essentially represents a pass-through of all funds raised during the year, whilst retaining a bank float of just over £1,000 (£1,033.33) going into 2024/25, in line with the agreed strategy of previous years.

## Trustees Report (continued)

On behalf of St Joseph's PFA Carryduff



Hannah McGrath  
Chairperson  
28 March 2025



Brenda Clerkin  
Treasurer  
28 March 2025

## **Chairpersons' report**

What a year 2023-2024 was for the St. Joseph's PFA and the school community.

The events held were not only a hit with everyone but also played a huge role in supporting our fundraising efforts for the school.

Throughout the year, we organised a fantastic line-up of events: the Christmas card design project, Christmas Cracker Day, Charity Clothes Collection, Spring Disco, Easter Activity Week, Mad Hair Day, Summer Disco, and Ice-Cream Treat Day! Each event brought a new wave of fun and community spirit, and we couldn't have done it without the energy and enthusiasm of everyone involved.

A cornerstone of our PFA work is giving back to the school community, and we're continuing that mission through our uniform recycling scheme. It's a win-win: reducing waste while helping families access affordable, nearly-new uniforms. Our uniform stalls throughout the year offer parents and carers a chance to pick up extra supplies or donate outgrown items. These stalls are always a hit, and we're excited to continue them in the 2024-2025 school year. Look out for dates on our PFA calendar!

Speaking of the PFA calendar, it was such a success the last couples of years that we're keeping it for 2024-2025! We got great feedback, and we're thrilled to keep this as a regular feature to keep everyone in the loop, however keep an eye out for any updates on the calendar throughout the year.

A massive THANK YOU goes out to all the parents, carers, staff and students who supported us last year. Your participation truly made all the difference, and we couldn't have done it without you.

A BIG Thank you to Brackenvale Eurospar, McDonald's Saintfield road and The Odyssey Trust for their support.

Looking ahead to the 2024-2025 school year, we're excited to continue our yearly events and offer new events where possible. We're ready for another full year of fun and fundraising! We're particularly excited and eager to welcome new faces into the PFA. If you've been thinking about getting involved, this is the year to join us! We're always looking for fresh ideas and extra hands, and we hope to see new members at our AGM on 19th November 2024.

Our events and success are built on teamwork, and we're incredibly grateful for all the help we receive. Whether you're offering your time, sharing ideas, or lending a hand at events, it makes a world of difference. Our meetings are held face-to-face, with no more than four per year, and we're always in touch through the PFA WhatsApp group. We hope to see even more of you getting involved!

A huge thank you to the entire PFA team and our dedicated volunteers—you make everything possible. This year will be the last year for some of our members, as their children move on to Secondary school and to those members, I want to express my gratitude for all you have done.

### Chairpersons' report (continued)

We're also thrilled to welcome Mr. McMahon as the new Principal for St. Josephs Primary. We look forward to the future working alongside you as we continue to grow and develop.

A humongous thank you to all the staff at St. Joseph's for their ongoing help and support; we simply couldn't run many of these events without you.

We're all set for another incredible year ahead in 2024-2025, where through our fundraising efforts, our aim this year is to support the school with the funds to help;

- Provide outdoor play equipment, and
- Update ICT equipment

and I can't wait to see what's in store! Thank you everyone for your continued support, and let's make this year even more exciting than the last!



Hannah McGrath

Chairperson

28 March 2025

## Independent Examiner's Report to the Board of Trustees of St Joseph's PFA Carryduff for the Year Ended 30 September 2024

### 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.

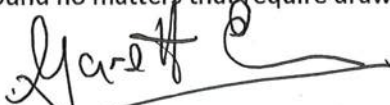
My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity Trustees concerning any such matters.

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: GARETH EVANS FCA

Relevant professional qualification or body: CHARTERED ACCOUNTANTS IRELAND

Address: 11 OLD MANSE GLEN, BANBRIDGE, CO. DOWN

Date: 29 MARCH 2025

## Income and Expenditure Account for the Year Ended 30<sup>th</sup> Sept

	2024	2023
	£	£
Opening bank balance of 1 October	6,384.53	3,709.18
 <b>Fundraising Activities</b>		
<b>Income</b>		
Halloween movie	879.00	792.80
Christmas cards	1,939.00	1,785.00
Christmas activities	419.24	265.96
Quiz	-	475.30
Spring disco	1,606.57	1,835.88
Easter activities	669.69	573.94
Clothes collection	291.00	341.75
Mad hair day	228.00	400.00
Ice cream	404.83	490.90
Amazon Smile	-	118.55
Uniform sales	222.26	105.26
Donations	60.00	55.00
The Giving Machine	-	17.52
Summer disco	1,464.36	1,632.65
<b>Total income from fundraising activities</b>	<b>8,183.95</b>	<b>8,890.51</b>
 <b>Expenditure</b>		
Halloween movie	322.69	322.22
Christmas cards	1,442.00	1,247.40
Christmas activities	-	-
Quiz	-	60.00
Spring disco	634.42	739.02
Easter activities	84.24	90.00
Ice cream	348.30	333.90
Summer disco	895.21	665.66
<b>Total expenditure from fundraising activities</b>	<b>3,726.86</b>	<b>3,458.20</b>
 <b>Net income from fundraising activities</b>	 <b>4,457.09</b>	 <b>5,432.31</b>

**Income and Expenditure Account for the Year Ended 30<sup>th</sup> Sept  
(continued)**

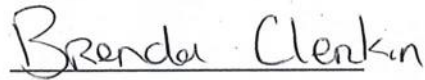
	2024	2023
	£	£
<b>Expenditure in the form of donations</b>		
St Joseph's Primary School – Dec 2022		2,700.00
St Joseph's Primary School – April 2024	5,350.00	
<b>Other Expenditure</b>		
Bank Fees	58.29	56.96
<b>Total Expenditure</b>	<b>5,408.29</b>	<b>2,756.96</b>
<b>Net movement in funds</b>	<b>(951.20)</b>	<b>2,675.35</b>
<b>Closing bank balance as at 30 September</b>	<b>5,433.33</b>	<b>6,384.53</b>

Statement of Assets and Liabilities as at 30<sup>th</sup> Sept

	2024 £	2023 £
Current Assets		
Bank	5,433.33	6,384.53
Fund balances (unrestricted)	<u>5,433.33</u>	<u>6,384.53</u>



Hannah McGrath  
Chairperson  
28 March 2025



Brenda Clerkin  
Treasurer  
28 March 2025

## **Notes to the financial statements**

### **Basis of preparation**

The financial statements have been prepared on a receipts and payments basis and in accordance with the Charities SORP applicable to charities preparing their accounts in accordance with the provisions of FRS 102. There were no material departures from that standard.

**St. Joseph's PFA Carryduff**

Northern Ireland - Charity number 107768

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# Annual report

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## **Trustees Report**

This report relates to the period 01 October 2023 to 30 September 2024.

### **Charitable purpose**

The purpose of the charity is the advancement of education of pupils in St Joseph's Primary School and Nursery Unit, Carryduff ("the school") by:

- a) Developing relationships between staff, parents and others associated with the school,
- b) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils, and
- c) Contributing to the wider community, via school events and activities.

The direct benefits which flow from this purpose include the provision of funds to support the school in advancing the education of pupils, as well as improved relationships between staff, parents and others associated with the school.

These benefits will be evidenced through the amount of funds raised to improve facilities for the pupils. Monies raised and subsequent donations to the school will be visible on bank statements and annual accounts.

No harm is anticipated from this purpose. The beneficiaries of our services are the pupils, staff and parents / guardians of St Joseph's Primary School and Nursery Unit, Carryduff and the local community.

No private benefit flows from the purpose of our organisation.

### **Structure, governance and management**

On 11 June 2021 St Joseph's PFA Carryduff was officially registered as a charity with the Charity Commission for Northern Ireland.

The charity is governed by its Constitution, with the most recent version being dated 15 January 2020.

The Trustee board has overall responsibility for ensuring they have an appropriate system of controls, financial and otherwise. Furthermore, it is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time their financial position. It is also responsible for safeguarding their assets and liabilities and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Trustees Report (continued)**

### **Trustees of St Joseph's PFA Carryduff**

Trustees are appointed on an annual basis. The following list of Trustees were appointed on 25<sup>th</sup> April 2024, held office for the full financial year and were in place at the date of approval of this report.

Name	Position
Brenda Clerkin	Treasurer & Trustee
Hannah McGrath	Chairperson & Trustee
Anne Taylor	Secretary & Trustee

### **Objectives and activities**

The PFA have given consideration to the Charity Commission for Northern Ireland's guidance on public benefit when setting our objectives and activities to ensure our activities reflect the purpose of the charity and provide benefit to our beneficiaries.

### **Review of the charity's financial performance**

Overall we had a very successful year of fundraising with a net income raised of £4,457.09. This was a slight decrease of £975.22 from the prior year. The decrease is mostly attributed to not running the quiz this year (due to low turnout last year), and no donations from Amazon Smile (which is no longer running for charities). However, we did host a number of other events, such as a movie day, the clothes collection, uniform sales, end of term mad hair day and ice cream events, and of course our ever-popular Spring and Summer discos. We did not run any new events this year in comparison to last year. One reason for this is the limited resources we have with our PFA volunteers.

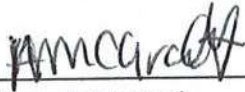
Also, this year we have been very grateful to receive donations of £60 from parents/guardians/friends of the School. We very much appreciate these kind donations.

During the academic year (April 2024) a donation of £5,350 was made to St. Joseph's School which related to fundraising activities for the 2022/23 year (for the 2021/22 year the donation was £2,700).

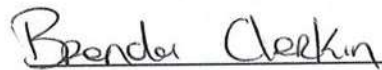
For 2023/24, no in-year donation was made but at the AGM held on 19<sup>th</sup> November 2024, a donation of £4,400 was made to the School. This essentially represents a pass-through of all funds raised during the year, whilst retaining a bank float of just over £1,000 (£1,033.33) going into 2024/25, in line with the agreed strategy of previous years.

**Trustees Report (continued)**

On behalf of St Joseph's PFA Carryduff



Hannah McGrath  
Chairperson  
28 March 2025



Brenda Clerkin  
Treasurer  
28 March 2025

**St. Joseph's PFA Carryduff**

Northern Ireland - Charity number 107768

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# Annual return

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## Independent Examiner's Report to the Board of Trustees of St Joseph's PFA Carryduff for the Year Ended 30 September 2024

### 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.

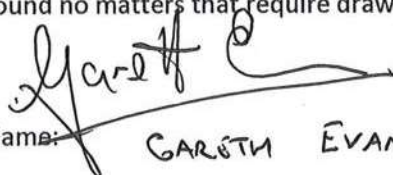
My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity Trustees concerning any such matters.

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: GARETH EVANS FCA

Relevant professional qualification or body: CHARTERED ACCOUNTANTS IRELAND

Address: 11 OLD MANSE BRESN BANBRIDGE, CO. DOWN

Date: 29 MARCH 2025

**St. Joseph's PFA Carryduff**

Northern Ireland - Charity number 107768

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# Accounts

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# **St Joseph's PFA Carryduff**

**Annual Report and Accounts**

**Year Ended**

**30<sup>th</sup> September 2023**



Registered Charity Number: NIC107768

**Contents**

**Page**

Members of the Board and Professional Advisors	3
Trustees Report	4
Chairpersons' Report	7
Independent Examiners Report to the Trustees	9
Income and Expenditure Account	10
Statement of Assets and Liabilities	12
Notes to the Financial Statements	13

## **Members of the Board and Professional advisors**

### **Registered Charity name**

St. Joseph's PFA Carryduff

### **Charity number**

NIC107768

### **Address**

St Joseph's Parent & Friends Association  
C/O St Joseph's Primary School  
8 Knockbracken Drive,  
Carryduff, BT8 8EX

### **Trustees**

Hannah McGrath  
Brenda Clerkin  
Anne Taylor

### **Bankers**

Ulster Bank  
365-369 Ormeau Road  
Belfast  
BT7 3GP

## **Trustees Report**

This report relates to the period 01 October 2022 to 30 September 2023.

### **Charitable purpose**

The purpose of the charity is the advancement of education of pupils in St Joseph's Primary School and Nursery Unit, Carryduff ("the school") by:

- a) Developing relationships between staff, parents and others associated with the school,
- b) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils, and
- c) Contributing to the wider community, via school events and activities.

The direct benefits which flow from this purpose include the provision of funds to support the school in advancing the education of pupils, as well as improved relationships between staff, parents and others associated with the school.

These benefits will be evidenced through the amount of funds raised to improve facilities for the pupils. Monies raised and subsequent donations to the school will be visible on bank statements and annual accounts.

No harm is anticipated from this purpose. The beneficiaries of our services are the pupils, staff and parents / guardians of St Joseph's Primary School and Nursery Unit, Carryduff and the local community.

No private benefit flows from the purpose of our organisation.

### **Structure, governance and management**

On 11 June 2021 St Joseph's PFA Carryduff was officially registered as a charity with the Charity Commission for Northern Ireland.

The charity is governed by its Constitution, with the most recent version being dated 15 January 2020.

The Trustee board has overall responsibility for ensuring they have an appropriate system of controls, financial and otherwise. Furthermore, it is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time their financial position. It is also responsible for safeguarding their assets and liabilities and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Trustees Report (continued)**

### **Trustees of St Joseph's PFA Carryduff**

Trustees are appointed on an annual basis. The following list of Trustees were appointed on 22 November 2022, held office for the full financial year and were in place at the date of approval of this report.

Name	Position
Brenda Clerkin	Treasurer & Trustee
Hannah McGrath	Chairperson & Trustee
Anne Taylor	Secretary & Trustee

### **Objectives and activities**

The PFA have given consideration to the Charity Commission for Northern Ireland's guidance on public benefit when setting our objectives and activities to ensure our activities reflect the purpose of the charity and provide benefit to our beneficiaries.

### **Review of the charity's financial performance**


This year we experienced a greatly reduced impact from Covid 19 on the nature and timing of our events. This has resulted in a fantastic year for fundraising where we successfully raised net income of £5,432.31. This was an increase of £2,730.22 from the prior year. In addition to our usual activities, such as movie days, the clothes collection, uniform sales and end of term mad hair day and ice cream events, we saw a return to the much-loved discos. We held one in Spring and Summer, which boosted our net income by over £2,000. Furthermore, this year, we hosted a parent's quiz night and printed Christmas cards for the children. All these additional events have allowed us to make a more substantial donation to the school (see below). Also, this year we have been very grateful to receive donations of £55 from parents/guardians/friends of the School. We very much appreciate these kind donations.

During the academic year (Dec 2022) a donation of £2,700 was made to St. Joseph's School which related to fundraising activities for the 2021/22 year (for the 2020/21 year the donation was £1,200). For 2022/23, no in-year donation was made but at the AGM, a donation of £5,350 will be made to the School. This essentially represents a pass-through of all funds raised during the year, whilst retaining a bank float of just over £1,000 (£1,034.53) going into 2023/24, in line with the agreed strategy of previous years.

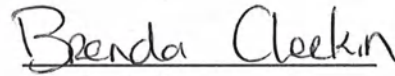
### Trustees Report (continued)

We have also completed our application for Gift Aid from the Government during 2021/22. As a charity, we will be able to claim an additional 25p for every £1 donated to the PFA assuming the donations meet certain criteria.

On behalf of St Joseph's PFA Carryduff



Hannah McGrath  
Chairperson  
29 February 2024



Brenda Clerkin  
Treasurer  
29 February 2024

## **Chairpersons' report**

2022/2023 saw the PFA begin more face to face events including the long awaited discos which was a welcome return! The PFA events were certainly enjoyed by all and contributed to the success of the St. Josephs PFA fundraising efforts.

Throughout the academic year, St. Joseph's PFA organised a series of events including the Christmas card design project, Christmas Cracker Day, Charity Clothes collection, Spring Disco, Quiz night, Easter activity week, Mad hair day, Summer disco and Ice-cream Treat Day.

A key part of our charity mission is giving back to the school community and we continue to do this through our uniform recycling scheme. The recycling scheme reduces waste; families can donate nearly new uniform that has been outgrown and the PFA coordinates multiple uniform sale stalls throughout the year where parents/carers can avail of the extra supplies and donate what they can when they can. We hope this will support parents/carers replace or add further stock to their uniform supplies during these challenging financial times. The stalls are always a great success, we advertise the uniform sale in advance via the PFA Calendar of events and leave the stall out over a couple of weeks, we plan to continue with the Uniform sale this academic year.

In 22/23 we introduced the yearly events PFA calendar, this helped to inform the school community of events that would be held by the PFA, allowing parents/carers to be prepared if necessary for any upcoming events in advance. This was a welcome addition, which received great feedback with many sharing the advance notice benefit.

The PFA would like to extend a huge THANK YOU to all parents, guardians, staff, pupils, sponsors, and community who participated in activities during the year.

In 2023/24 we will again aim to provide various events throughout the year, with restrictions no longer in place it will allow our face to face events to run for the foreseeable.

The PFA team is always happy to welcome new members and this year is no different, we will be exploring ways to engage more members as this seems to be a challenge on a yearly basis, however we hope to welcome new members at our AGM.

Our ability to run successful events is always dependent on having enough people to help, so new team members, volunteers and good ideas are always very welcome! Our meetings are now face to face and we plan to hold no more that 4 face to face meetings per year with additional contact via the PFA WhatsApp group where required and we would love to see new members.

I would like to say a massive thank you and show our appreciation to the PFA team and to all the volunteers who have assisted us in any way – it makes a real difference.

### Chairpersons' report (continued)

We also welcomed Mr Burns to the PFA last year and he continues to be a valued member of the PFA and we have fantastic support from Mrs Rogan and Mrs Downard. I would like to extend our heartfelt thanks to all the staff of St. Josephs, without their help and support we would not be able to run as many events as we do.

Thank you for your ongoing support and we look forward to what the year ahead, 2023/2024, has in store for us!



Hannah McGrath

Chairperson

29 February 2024

## Independent Examiner's Report to the Board of Trustees of St Joseph's PFA Carryduff for the Year Ended 30 September 2023

### 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.

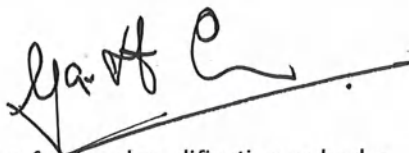
My role is to state whether any material matters have come to my attention giving me cause to believe:

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:



Relevant professional qualification or body:

FCA

Address: 11 OLD MANSE GLEN, BANBRIDGE

Date:

29/02/2024

## Income and Expenditure Account for the Year Ended 30<sup>th</sup> Sept


	2023 £	2022 £
Opening bank balance of 1 October	3,709.18	2,240.90
<b>Fundraising Activities</b>		
<b>Income</b>		
Halloween movie	792.80	806.00
Christmas cards	1,785.00	-
Christmas activities	265.96	563.55
Quiz	475.30	-
Bingo	-	383.75
Spring disco	1,835.88	-
Easter activities	573.94	330.70
Clothes collection	341.75	385.50
Mad hair day	400.00	397.00
Ice cream	490.90	505.55
Amazon Smile	118.55	48.11
Uniform sales	105.26	198.70
Donations	55.00	120.00
The Giving Machine	17.52	-
Summer disco	1,632.65	-
<b>Total income from fundraising activities</b>	<b>8,890.51</b>	<b>3,738.86</b>
<b>Expenditure</b>		
Halloween movie	322.22	290.45
Christmas cards	1,247.40	-
Christmas activities	-	297.32
Quiz	60.00	-
Bingo	-	47.87
Spring disco	739.02	-
Easter activities	90.00	89.28
Ice cream	333.90	311.85
Summer disco	665.66	-
<b>Total expenditure from fundraising activities</b>	<b>3,458.20</b>	<b>1,036.77</b>
<b>Net income from fundraising activities</b>	<b>5,432.31</b>	<b>2,702.09</b>

**Income and Expenditure Account for the Year Ended 30<sup>th</sup> Sept  
(continued)**

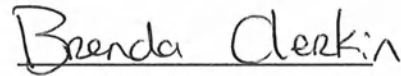
	2023	2022
	£	£
<b>Expenditure in the form of donations</b>		
St Joseph's Primary School – Dec 2021		1,200.00
St Joseph's Primary School – Dec 2022	2,700.00	
<b>Other Expenditure</b>		
Bank Fees	56.96	33.81
<b>Total Expenditure</b>	<b>2,756.96</b>	<b>1,233.81</b>
<b>Net movement in funds</b>	<b>2,675.35</b>	<b>1,468.28</b>
<b>Closing bank balance as at 30 September</b>	<b>6,384.53</b>	<b>3,709.18</b>

Statement of Assets and Liabilities as at 30<sup>th</sup> Sept

	2023 £	2022 £
Current Assets		
Bank	6,384.53	3,709.18
Fund balances (unrestricted)	<u>6,384.53</u>	<u>3,709.18</u>



Hannah McGrath  
Chairperson  
29 February 2024



Brenda Clerkin  
Treasurer  
29 February 2024

## **Notes to the financial statements**

### **Basis of preparation**

The financial statements have been prepared on a receipts and payments basis and in accordance with the Charities SORP applicable to charities preparing their accounts in accordance with the provisions of FRS 102. There were no material departures from that standard.

**St. Joseph's PFA Carryduff**

Northern Ireland - Charity number 107768

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# Annual report

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## **Trustees Report**

This report relates to the period 01 October 2022 to 30 September 2023.

### **Charitable purpose**

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No harm is anticipated from this purpose. The beneficiaries of our services are the pupils, staff and parents / guardians of St Joseph's Primary School and Nursery Unit, Carryduff and the local community.

No private benefit flows from the purpose of our organisation.

### **Structure, governance and management**

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## **Trustees Report (continued)**

### **Trustees of St Joseph's PFA Carryduff**

Trustees are appointed on an annual basis. The following list of Trustees were appointed on 22 November 2022, held office for the full financial year and were in place at the date of approval of this report.

Name	Position
Brenda Clerkin	Treasurer & Trustee
Hannah McGrath	Chairperson & Trustee
Anne Taylor	Secretary & Trustee

### **Objectives and activities**

The PFA have given consideration to the Charity Commission for Northern Ireland's guidance on public benefit when setting our objectives and activities to ensure our activities reflect the purpose of the charity and provide benefit to our beneficiaries.

### **Review of the charity's financial performance**

This year we experienced a greatly reduced impact from Covid 19 on the nature and timing of our events. This has resulted in a fantastic year for fundraising where we successfully raised net income of £5,432.31. This was an increase of £2,730.22 from the prior year. In addition to our usual activities, such as movie days, the clothes collection, uniform sales and end of term mad hair day and ice cream events, we saw a return to the much-loved discos. We held one in Spring and Summer, which boosted our net income by over £2,000. Furthermore, this year, we hosted a parent's quiz night and printed Christmas cards for the children. All these additional events have allowed us to make a more substantial donation to the school (see below). Also, this year we have been very grateful to receive donations of £55 from parents/guardians/friends of the School. We very much appreciate these kind donations.

During the academic year (Dec 2022) a donation of £2,700 was made to St. Joseph's School which related to fundraising activities for the 2021/22 year (for the 2020/21 year the donation was £1,200). For 2022/23, no in-year donation was made but at the AGM, a donation of £5,350 will be made to the School. This essentially represents a pass-through of all funds raised during the year, whilst retaining a bank float of just over £1,000 (£1,034.53) going into 2023/24, in line with the agreed strategy of previous years.

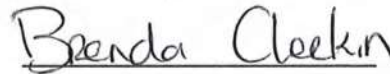
**Trustees Report (continued)**

We have also completed our application for Gift Aid from the Government during 2021/22. As a charity, we will be able to claim an additional 25p for every £1 donated to the PFA assuming the donations meet certain criteria.

On behalf of St Joseph's PFA Carryduff



Hannah McGrath  
Chairperson  
29 February 2024



Brenda Clerkin  
Treasurer  
29 February 2024

**St. Joseph's PFA Carryduff**

Northern Ireland - Charity number 107768

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# Annual return

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## Independent Examiner's Report to the Board of Trustees of St Joseph's PFA Carryduff for the Year Ended 30 September 2023

### 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

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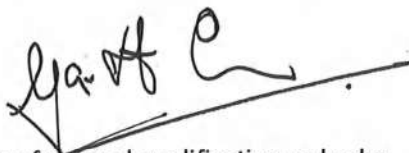
My role is to state whether any material matters have come to my attention giving me cause to believe:

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:



Relevant professional qualification or body:

FCA

Address:

11 OLD MANSE GLEN, BANBRIDGE

Date:

29/02/2024