

Trustees' Annual Report for the period

From 1st September 2022 Period start date
To 31st August 2023 Period end date

Charity name: **Doagh Primary School Parent Teacher Association**

Charity registration number: **NIC108411**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The organisation is established to advance the education of the pupils at Doagh Primary School and in furtherance of this: a) To promote close co-operation and communication between parents, teachers and school council. b) To engage in activities which support and advance the welfare and education of the pupils attending the school.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We run a programme of events throughout the school year, which are available to pupils, their family and friends and the wider community. These events raise vital funds which are used within the school for the benefit of all pupils and the wider community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	This year we held a number of fun events for the pupils, their families and community. These included sponsored walk, pumpkin patch for Halloween, Christmas fair, family bettledrive night, school disco, Easter hunt, break the rules day, summer fair, pub quiz and a summer scheme. We have also run a pre-school group during term time, this proved to be very popular with the local community. These were all very successful and with the funds raised we were able to purchase supplies, fund staff training, advertising for the school, purchase a new reading scheme, pay for the set-up of the class set of iPads and purchase apps for these, purchase outdoor play equipment, purchase a shed for additional storage. The events have also provided funds to be able to run these and future events for the school and wider community. We have been able to support the school, pupils and community in a variety of ways and provided a wide variety of activities for the wholes community to attend.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Healthy financial position
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Sufficient to cover any purchases needed to aid any fundraising events before they provide an income.
Amount of reserves held	Para 1.22	£3,306.68
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Our PTA is made up of a group of elected parents and staff. The Association shall be managed by a committee consisting of parents and teacher(s). Members of the committee shall be appointed at the AGM. They shall be elected for a one year term and be eligible for re-election. The office bearers will be the Chairperson, Secretary, Treasurer and such others as may be required. The office bearers will be elected by the committee at the AGM.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Doagh Primary School Parent Teacher Association
Other name the charity uses	
Registered charity number	NIC108411

Charity's principal address	Doagh Primary School 20 Main Street Doagh Ballyclare BT39 0QL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lisa Brown			
2	Claire Charles			
3	Jenn Honan			
4	Ruth Whittle			
5	Allison Bell			
6	Catrina Collins			
7	Louise Hill			
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Ruth Whittlely	
Position (eg Secretary, Chair, etc)	Chairperson	
Date	18/09/2023	