



## Trustees' Annual Report for the period

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

Charity name: Our Lady Immaculate Catholic Primary School Parent Teacher Association (OLI PTA)

Charity registration number: 1003622

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The aim of the OLI PTA is to advance the education of the pupils of OLI School. To this end, the PTA will:</p> <ul style="list-style-type: none"><li>• Provide and assist in the provision of facilities or education not normally provided by the local education authority</li><li>• Foster more extended relationships between staff, parents / carers and others who are interested in the needs and welfare of the school</li><li>• Engage in activities which support the school and advance the pupils' education.</li><li>• Raise funds (for specific targets) to enhance the school life of the pupils attending the school - educationally, personally and socially</li></ul>
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	<p>OLI PTA helps to fund material items and experiences that advance the education of the 420 pupils enrolled at OLI School. We select fundraising activities that are accessible to all parts of the OLI community so that they not only raise money but help to build a strong sense of community at OLI School. We work very closely with school staff and the children on the Student Council to select activities that everyone will enjoy.</p>

<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>All trustees have had regard to the guidance issued by the Charity Commission on public benefit and we can confirm:</p> <ul style="list-style-type: none"> <li>• We are aware of the guidance</li> <li>• We have taken it into account when making a decision to which the guidance is relevant</li> </ul> <p>We have not decided to depart from the guidance.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
<p>Policy on grant making</p>	<p>Para 1.38</p>	<p><b>N/A</b></p>
<p>Policy on social investment including program related investment</p>	<p>Para 1.38</p>	<p><b>N/A</b></p>
<p>Contribution made by volunteers</p>	<p>Para 1.38</p>	<p><b>N/A</b></p>
<p>Other</p>		<p><b>N/A</b></p>

## Achievements and Performance

	SORP reference	
<p>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.</p>	<p>Para 1.20</p>	<p>The PTA funding has enabled the children to have a variety of educational resources and experiences that school funding restrictions mean they would not otherwise have had, including:</p> <ul style="list-style-type: none"> <li>● Partial refurbishment of the playground</li> <li>● provision of a whole new set of study History texts for KS2 classroom; a new PA system, 2 Toni Starter Kits and a VR experience for Year 4</li> <li>● experiencing a French theatre show and French breakfast at school; a theatre group who entertained the children as part of their celebration of the Feast of the Our Lady Immaculate; class Christmas parties; a Year 6 trip to Jump In and Leavers' Disco; and a street party style celebration for the Kings Coronation</li> </ul>

		<p>Moreover, the activities have done a lot to rebuild the school community after the isolation of the COVID-19 pandemic.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	<b>N/A</b>
Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		<b>N/A</b>

**Financial Review**

Review of the charity's financial position at the end of the period	Para 1.21	<p>In 2022/23, fundraising activities were able to return entirely. As a result, we raised a total of £40,173.29 which comprised of sponsorship receipts, matched funding and fundraising events. The costs of running the fundraising events such as food/alcohol/prizes/materials was £11,250.26 which meant that the net income raised was £28,923.03. Of this we were able to donate £25,009.56 to Our Lady Immaculate Primary school under funding requests and direct funding of £420 on Christmas parties. As of 31 August 2023, the bank balance stood at £20,469.57</p>
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The PTA were pleased to embark on phase one of the playground renovation project, we look forward to continuing this project in the future. £20,000 was donated for the purpose of this project
Amount of reserves held	Para 1.22	As of 31 August 2023, the bank balance stood at £20,469.57.
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

#### **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	<p>The OLIP PTA organises a large number of fundraising activities which are wholeheartedly supported by our school community. In 2022/23 we organised the following activities:</p> <ul style="list-style-type: none"> <li>● Clothes Recycling</li> <li>● Christmas Card design project (October 2022)</li> <li>● Greenfield Christmas Card Design Competition (November 2022)</li> </ul>
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		<ul style="list-style-type: none"> <li>● Christmas Bazaar and Christmas Bazaar Grand Draw (26 November 2022)</li> <li>● New Things Challenge <ul style="list-style-type: none"> <li>● Break the Rules Day</li> <li>● Ice Lolly sales (Summer Term 2023)</li> </ul> </li> <li>● OLI PTA Quiz Night (Jan 2023)</li> <li>● OLI Community Summer Celebration and Summer Grand Draw ( June 2023) ● Summer Party</li> <li>● Bingo Night</li> <li>● Bake off</li> <li>● Disco (feb 2023)</li> <li>● Bake sale</li> <li>● Coronation Mug Designs</li> <li>● OLI's 50:50 Draw (Monthly)</li> <li>● School Uniform Sales</li> <li>● AmazonSmile and Easyfundraising</li> <li>● Commission from sales of Stikins label ● Matched giving from parents' employers</li> </ul>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>N/A</b>
Other		<b>N/A</b>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>The OLI PTA is committee run with trustees</b>

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	<b>Trustees are the elected officers of the committee and are all volunteers</b>
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### **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	<b>N/A</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>N/A</b>
Relationship with any related parties	Para 1.51	<b>N/A</b>
Other		<b>N/A</b>

### **Reference and Administrative details**

Charity name	<b>Our Lady Immaculate Catholic Primary School Parent Teacher Association</b>
Other name the charity uses	OLI PTA
Registered charity number	1003622
Charity's principal address	399 Ewell Road Tolworth Surrey KT6 7DG

**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)
Samantha Singelton	Co-Chair		OLI PTA Co m m i t t e
Kelly Deadman	Vice Chair		OLI PTA Co m m i t t e
Zoe Walsh	Vice Chair		OLI PTA Co m m i t t e
Rhiannon Gaffan	Treasurer		OLI PTA Co m m i t t e
Tanith Eley	Secretary		OLI PTA Co m m i t t e
Ben Martin	Headteacher		OLI PTA Co m m i t t e

Corporate trustees – names of the directors at the date the report was approved

<b>Director name</b>		
<b>N/A</b>		

Name of trustees holding title to property belonging to the charity

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
<b>N/A</b>		

**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
	N/A		

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

N/A
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**Other optional information**

N/A
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**Declarations**

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees

Full Name – Samantha Singleton

Position – Chair

Signature –



Date – 30.06.2024



Receipts and payments accounts			
For the period from	Period start date	To	Period end date
	01-Sep-22		31/08/2023

**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>					
Sponsorship	4,475	-	-	4,475	5,300
Matched funding	3,750	-	-	3,750	3,903
Fundraising Events	31,948	-	-	31,948	29,863
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>40,173</b>	<b>-</b>	<b>-</b>	<b>40,173</b>	<b>39,066</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>40,173</b>	<b>-</b>	<b>-</b>	<b>40,173</b>	<b>39,066</b>
<b>A3 Payments</b>					
Donated to School	24,590	-	-	24,590	23,532
Other Funding	420	-	-	420	1,005
Expenses for running PTA events	11,250	-	-	11,250	11,051
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>36,260</b>	<b>-</b>	<b>-</b>	<b>36,260</b>	<b>35,589</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>36,260</b>	<b>-</b>	<b>-</b>	<b>36,260</b>	<b>35,589</b>
<b>Net of receipts/(payments)</b>	<b>3,913</b>	<b>-</b>	<b>-</b>	<b>3,913</b>	<b>3,478</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	<b>3,913</b>	<b>-</b>	<b>-</b>	<b>3,913</b>	<b>3,478</b>

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

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>	Bank Account	20,470	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>20,470</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

Agreement Error OK OK


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

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

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

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

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

Signature	Print Name	Date of approval
	Rhiannon Gaffan	30/06/2024

## **Independent examiner's report to the trustees of OLI PTA (no 1003622)**

I report to the trustees on my examination of the accounts of the OLI PTA (no 1003622) for the year ended 31 August 2023.

### **Responsibilities and basis of report –**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement –**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records;

or

3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Jane Webb

Relevant professional qualification or membership of professional bodies (if any): ACA

Address: 6 Raeburn Avenue, Surbiton KT5 9DP

Date: 30/06/2024