

TRUSTEES' REPORT

ST THOMAS MORE SCHOOL ASSOCIATION FOR THE 2023-24 FINANCIAL YEAR (1 SEPTEMBER 2023-31 AUGUST 2024)

This report provides an overview of St Thomas More School Association (STMSA) accounts for the 2023-24 financial year (FY23-24), which ran from 1 September 2023 to 31 August 2024.

We opened the year with a balance of £16,191.52 (reconciled £16,577.32) in the Treasurer's account and £9.07 in the Deposit Account. After applying all accruals and reversals at the end of FY23-24, income from fundraising over the financial year totalled **£18,013.68**, administrative costs were £614.66, resulting in a net total of £17,399.02. The total amount donated to the school was **£17,547.61**. The balance of the Treasurer's account at the end of FY23-24 was £12,607.15. After all accruals and reversals, there was a reconciled balance of **£11,003.33**. The balance of the Deposit Account was **£5,027.69**. A full breakdown of these figures is outlined in the accounts that accompany this report.

Fundraising activities and events

Our ongoing fundraising schemes and activities raised the following amounts, totalling £1,855.68:

• Supermarket vouchers	£454.00
• 100 Club	£955.00
• Your School Uniform	£590.27
• Bag2School	£281.80
• EasyFundraising	£32.38
• General refreshment sales	£366.27
• Party Equipment Hire	£20.00

Thank you to Clare Trowbridge for continuing to run the 100 Club and Bag2School schemes, Sarah Hennis and Kritika Sharma for their continued running of the supermarket voucher scheme, and to all who participated and contributed towards these ongoing programmes.

STMSA ran a number of fundraising events over the financial year, and these both generated a healthy income, totalling £12,888.63, and provided wonderful opportunities for pupils, parents, staff, governors, parish members and other members of the local primary school community to come together socially.

• Quiz Night	£1,082.54
• Glow Party	£600.83
• Cinema Clubs	£498.88
• Christmas Wreath Making	£676.60
• Christmas Fair	£2,099.64
• International Day Event (new event)	£368.04
• St Patrick's Day Event	£1,419.13
• Easter Egg Hunt	£315.53
• Father's Day Beer Tasting Evening	£232.89
• Summer Fair and Footballathon	£5,594.55

Thank you to all of those who led and supported the organisation and running of these events, including Clare Trowbridge, Aisling Hilsdon, Marina Burke, Sarah Hennis, Cath Hammond, Terri-Ann Nichol, Christine Delaney, Nicole Brandwood, Alex Moshakis and Richard Smith. In addition, thanks go to class representatives who play a vital role in encouraging parents and carers to support and volunteer at events, and to all members of the school community who attended them.

Other activities that generated funds included STMSA's participation in Berkhamsted Rotary Club's Santa's Sleigh, Christmas Card sales, Mother's and Father's Day Gifts and Valentine's Day and World Book Day. Thank you to all members involved in organising these activities, including Marina Burke, Sarah Hennis, Jacqueline Kelley, Clare Trowbridge, Cath Hammond and Terri-Ann Nichol.

In addition, some year 5 pupils undertook some ring-fenced fundraising to restore the school pond, raising £845.82 toward a £1,800 target. Fundraising for this project continued in the 24-25 financial year.

Accruals and reversals

A net total of -£1,603.82 was accrued at the end of FY23-24, due to income and expenditure relating to the ongoing supermarket voucher scheme and 100 Club taking place in one financial year but relating to activity in another. Also contributing to this figure was bar stock of a value of £243.73, purchased in FY23-24 and carried over for use or sale at fundraising events during FY24-25.

Grant-making

Funding dispersed to St Thomas More during FY23-24 totalled £17,547.61. Funds were allocated across the following areas:

Particular highlights include a fully-funded school trip for every pupil in December 2023, a set of inclusive reading books, a large hay-barn style storage unit for the OPAL scheme, 50% of Forest School costs and a special EYFS Forest School series, and Science Week and Rocktopus music workshops.

Movement of cash reserve into Deposit Account

In April 2024, the STMSA Committee voted to move our minimum cash reserve amount of £5,000 from the current account into the savings account so we could benefit from higher interest rates.

Dispersing funding to St Thomas More

Going forward, during any given school year, the committee will look to disperse funding raised in spring and summer terms of the previous school year plus the autumn term of the current school year. This means that we can go into a new school year with available funding from the very beginning, and a good idea of what we will be able to financially disperse to school over the school year, meaning that the Chair(s) can start conversations with school about what we might fund as early as possible.

In conclusion, we ended the 2023-24 financial year in a healthy financial position. Income for the financial year increased for the third year in a row and showed an 18 per cent increase on 22-23.

These are my final annual accounts as I step down from the role of Treasurer at the AGM for 23-24, which will take place on 30 January 2025. I would like to thank all parents and staff involved in running events and ongoing activities for their time, efforts and expertise in carrying these out and contributing to the income that the STMSA has generated during FY23-24. In particular, I would like to express my thanks to former Chairs Aisling Hilsdon and Marina Burke, new Chairs Terri-Ann Nichols and Cath Hammond, Vice-Chair Sarah Hennis and Secretary Clare Trowbridge for their outstanding contribution and service to STMSA over the financial year, as well as all other Committee Members, volunteers and St Thomas more staff who have worked tirelessly to raise income that benefits and enriches the experience of all of the children within our school community. In addition, our grateful thanks, as ever, go to Peter FitzGerald for giving his time to auditing our accounts.

Elizabeth Jaggs
Treasurer, St Thomas More School Association

26 January 2025

ST THOMAS MORE SCHOOL ASSOCIATION
FINAL ACCOUNTS FOR YEAR TO 31 AUGUST 2024

Balance Sheet

Current Assets

Bank Account	£11,003.33	
Deposit Account	£5,027.69	
Total		£16,031.02

Represented by

Income and Expenditure Accounts B/F	£16,160.99	
Income/Deficit for current year (includes deposit account interest)	(£129.97)	
		£16,031.02

ST THOMAS MORE SCHOOL ASSOCIATION
FINAL ACCOUNTS FOR YEAR TO 31 AUGUST 2024

Bank Account Reconciliation

Reconciled Bank Balance per Balance Sheet @ 01/09/23	£16,151.92	
Income	£41,433.53	
Expenses (includes £5,000 transfer into deposit account)	(£46,582.12)	(£5,148.59)
New balance @ 31/08/24	£11,003.33	
Balance per bank statement @ 31/08/2024	£12,607.15	
<u>Less</u> cheques not yet presented	£0.00	
<u>Accruals and reversals relating to supermarket vouchers</u>	(£1,330.00)	
<u>Accruals and reversals relating to 100 Club</u>	(£45.00)	
<u>Accruals and reversals relating to bar stocks</u>	(£228.82)	
<u>Add</u> Lodgements not yet cleared	£0.00	
Reconciled Balance	£11,003.33	
Difference	£0.00	

ST THOMAS MORE SCHOOL ASSOCIATION
FINAL ACCOUNTS FOR YEAR TO 31 AUGUST 2024

Other Bank Balances

Deposit Account @ 01/09/23	£9.07
Interest Received	£18.62
Net transfer from Current Account on 25/04/24	£5,000.00
New Balance @ 31/08/24	£5,027.69

ST THOMAS MORE SCHOOL ASSOCIATION
FINAL ACCOUNTS FOR YEAR TO 31 AUGUST 2024

Income and Expenditure Account

Income	
Administration	£0.00
Supermarket vouchers	£11,350.00
100 Club	£3,055.00
International Day Event	£369.00
Your School Uniform	£590.27
Xmas Fayre	£3,590.59
Xmas Cards	£272.27
Wreath Making	£1,636.12
Bag2School	£281.80
Father's Day Event	£625.00
Quiz Night	£2,061.83
Father's Day Gifts	£362.63
Rotary - Santa	£546.00
Easter Egg Hunt	£451.59
Easy Fundraising	£32.38
Other Items	£103.92
Refreshment sales	£579.55
Summer Fayre	£8,608.62
St Patrick's Day Event	£2,171.85
Book and Cake Sale (WBD)	£67.02
Cinema Club	£641.16
Glow Party	£1,150.87
Party Equipment Hire	£20.00
Mother's Day Shop	£511.32
Valentine's Day Event	£116.82
Year Five Pond Fundraiser	£845.82
Savings Account	£0.00
Bar Stock	£1,392.10
Total Income	£41,433.53

ST THOMAS MORE SCHOOL ASSOCIATION
FINAL ACCOUNTS FOR YEAR TO 31 AUGUST 2024

Expenses	
Administration	£614.66
Supermarket vouchers	£10,896.00
100 Club	£2,100.00
International Day Event	£0.96
Your School Uniform	£0.00
Xmas Fayre	£1,490.95
Xmas Cards	£0.00
Wreath Making	£959.52
Bag2School	£0.00
Father's Day Event	£392.11
Quiz Night	£979.29
Father's Day Gifts	£209.60
Rotary - Santa	£0.00
Easter Egg Hunt	£136.06
Easy Fundraising	£0.00
Other Items	£103.92
Refreshment sales	£213.28
Summer Fayre	£3,014.07
St Patrick's Day Event	£752.72
Book and Cake Sale (WBD)	£27.82
Cinema Club	£142.28
Glow Party	£550.04
Party Equipment Hire	£0.00
Mother's Day Shop	£54.22
Valentine's Day Event	£4.91
Year Five Pond Fundraiser	£0.00
Bar Stock	£1,392.10
Total Expenses	£24,034.51
Surplus / (Deficit)	£17,399.02
Less: Donations to School	£17,547.61
Transfer from Bank Account to Deposit Account	£5,000.00
Funds / (Deficit) to carry forward	(£148.59)

ST THOMAS MORE SCHOOL ASSOCIATION
FINAL ACCOUNTS FOR YEAR TO 31 AUGUST 2024

Event Profit and Loss Account

	Income	Expenditure	Profit / (Loss)
Administration	£0.00	(£1,851.31)	(£1,851.31)
Supermarket vouchers	£13,575.00	(£13,309.20)	£265.80
100 Club	£2,865.00	(£2,100.00)	£765.00
Your School Uniform	£556.89	£0.00	£556.89
Xmas Fayre	£4,251.35	(£1,512.14)	£2,739.21
Xmas Cards	£424.90	£0.00	£424.90
Wreath Making	£2,158.46	(£745.43)	£1,413.03
Bag2School	£200.00	£0.00	£200.00
Amazon Smile	£115.49	£0.00	£115.49
Quiz Night	£1,078.87	(£672.42)	£406.45
Rotary - Santa	£466.00	£0.00	£466.00
Easter Egg Hunt	£412.80	(£105.00)	£307.80
Other Items	£438.00	(£438.00)	£0.00
Other Donations	£120.00	£0.00	£120.00
Sports Day	£83.42	(£31.07)	£52.35
Summer Fayre	£7,805.15	(£3,391.74)	£4,413.41
St Patrick's Day Event	£944.43	(£290.81)	£653.62
Book and Cake Sale (WBD)	£400.22	(£170.00)	£230.22
Cinema Club	£924.56	(£171.43)	£753.13
Glow Party	£1,170.30	(£549.24)	£621.06
Party Equipment Hire	£10.00	(£57.50)	(£47.50)
Tea Towels	£660.88	(£428.47)	£232.41
Mother's Day Shop	£438.53	(£57.96)	£380.57
Coronation Event	£431.01	(£226.33)	£204.68
Bar Stock	£709.42	(£709.42)	£0.00
TOTAL	£40,240.68	(£26,817.48)	£13,423.21
Donations to school		(£16,049.30)	(£16,049.30)
Net income / deficit			(£2,626.09)

ST THOMAS MORE SCHOOL ASSOCIATION
FINAL ACCOUNTS FOR YEAR TO 31 AUGUST 2024

Donations to School

Learning resources

Inclusive reading book set	18/09/2023	Paid direct to supplier	£995.00
Classroom resources	21/11/2023	STM127	£700.00
Haybarn storage	01/07/2024	STM134	£2,741.00
EYFS resources	01/07/2024	STM137	£822.58
Footballs	01/07/2024	Paid as expense	£60.00
		Subtotal	£5,318.58

Educational enrichment

Forest School - autumn term	21/11/2023	STM125	£1,260.00
Rocktopus workshop	18/01/2024	STM129	£1,040.00
Forest School - 1st half spring term	18/01/2024	STM130	£630.00
Forest School - 2nd half spring term	18/03/2024	STM132	£525.00
Science Week workshops	18/03/2024	STM133	£800.00
Forest School - summer term	01/07/2024	STM135	£1,050.00
Forest School - EYFS	01/07/2024	STM136	£820.00
		Subtotal	£6,125.00

School trips and travel

Christmas trips (all years)	21/11/2023	STM126	£3,544.50
Contribution to trips (all years)	18/01/2024	STM128	£2,100.00
		Subtotal	£5,644.50

Other

Petty cash for school office	15/09/2023	Paid in cash	£115.00
Contribution to Yr 6 party	15/07/2024	Paid direct to supplier	£344.53
			£459.53

Total Donations to School £17,547.61

ST THOMAS MORE SCHOOL ASSOCIATION

I have reviewed the financial statements and accounts of the St Thomas More School Association for the year ended 31 August 2024 and find that they represent fairly in all material aspects the financial position of the Association at that date. I have reviewed the cash position and the years accounting transactions all of which are completely satisfactory.

I would like to commend the Association's treasurer on the detailed and fully documented accounts.

A handwritten signature in black ink, appearing to read 'Peter D Fitzgerald', with a long horizontal flourish extending to the right.

Peter D Fitzgerald FCCA

February 8 2025