



# **Friends of Creggan Primary School**

## **Annual Report & Statement of Accounts**

For the year to March 31<sup>st</sup> 2023

NI Charity Number: NIC104164

# Annual Report for the year ended March 31st 2023

The trustees of Friends of Creggan Primary School (Friends of Creggan) are pleased to submit their report and accounts for the period April 1<sup>st</sup> 2022 to March 31<sup>st</sup> 2023.

## **1. Achievements and Performance**

### **1.1 The Year in numbers**

8 <sup>th</sup> Year Supporting Creggan Primary School	3 School and Community Events provided by FOC	100+ Pupils, their families and friends served	£12579.20 excess of expenditure over income for the year
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## **2. Financial Review**

### **2.1 Financial Performance**

Financial performance in the year to March 31<sup>st</sup> 2023 has been broadly consistent with the trustee's forecasts and expectations; with an excess of income over expenditure of £12579.20. The year ended with a general (and sole) fund balance of £3640.26. Detailed accounts can be found later in the report.

### **2.2 Income**

Income receipts for the year totalled £16161.31. The Friends of Creggan's income is generally healthy and remains consistent with previous performance.

### **2.3 Expenditure**

Expenditure for the year totalled £28740.51. Expenditure is well managed and controlled with all transactions fully accounted for within the detailed records held by the charity Treasurer.

### **2.4 Stock**

As of March 31<sup>st</sup> 2023 the FOC did not hold any stock.

### **2.5 Gifts and Support in Kind**

In assessing the finances and assets of the FOC it must be noted that many members and trustees give a great deal of support in kind. Many purchases are made and the payment never claimed back; for example printing costs, snacks for FOC functions, prizes for events, and decorative accessories for events have all been paid for by members but the cost not claimed despite such a claim being perfectly legitimate.

Members also give generously of their time; without the many hours given to preparing for and hosting FOC events, and managing the FOC its success could not be achieved.

The Chairman and Trustees wish to place on record their recognition of and gratitude for all these contributions.

### **2.6 Funds Materially in Deficit**

As at March 31<sup>st</sup> 2023 the Friends of Creggan had no funds in material deficit.

### **3. Major Risks**

The Friends of Creggan have no major risks to report at 31 March 2023.

Approved and adopted by a meeting of the Executive Committee on 21<sup>st</sup> September 2023 and signed on their behalf,




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Justin Keane  
Chairman

## 4. Accounts for the Year ended March 31st 2023

### 4.1 Receipts & Payments Account

	Charity Name				Charity No. (if any)	
	Friends of Creggan PS				NIC104164	
	Receipts and payments accounts					
	For the period from	01/04/2022	To	31/03/2023		
<b>Section A Receipts and payments</b>						
	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>						
Fundraising activities	16161	-	-	16161	13331	
Interest on deposit account				-		
Dividend on investments				-		
Members' subscriptions				-		
Charitable trading receipts				-		
Rents from land & buildings				-		
Other charitable receipts				-		
<b>A1 Sub total (Gross income for the Annual Return)</b>	<b>16161</b>	<b>-</b>	<b>-</b>	<b>16161</b>	<b>13331</b>	
<b>A2 Asset and investment sales (see tables 1 and 2 in section 7 of the guidance).</b>						
Proceeds from sale of fixed asset		-	-	-	-	
Loan repayments received		-	-	-	-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total receipts</b>	<b>16161</b>	<b>-</b>	<b>-</b>	<b>16161</b>	<b>13331</b>	
<b>A3 Payments</b>						

<b>Cost of fundraising events</b>	<b>8020</b>	-	-	<b>8020</b>	<b>3296</b>
<b>Gross trading payments</b>					
<b>Investment management costs</b>					
<b>Direct charitable activity</b>	<b>18534</b>			<b>18534</b>	
<b>Grants &amp; donations paid</b>					
<b>Governance costs</b>	<b>116</b>			<b>116</b>	<b>111</b>
<b>Other costs</b>					
<b>Bank Fees</b>	<b>381</b>	-	-	<b>381</b>	<b>183</b>
<b>Uncleared Cheques</b>	<b>1690</b>	-	-	<b>1690</b>	<b>1000</b>
<b>A3 Sub total</b>	<b>28741</b>	-	-	<b>28741</b>	<b>4590</b>
<b>A4 Asset and investment purchases (see tables 1 and 2 in section 7 of the guidance)</b>					
<b>Purchase of investments</b>	-	-	-	-	-
<b>Loans made</b>	-	-	-	-	
<b>A4 Sub total</b>	-	-	-	-	-
<b>Total payments</b>	<b>28741</b>	-	-	<b>28741</b>	<b>4590</b>
<b>Net of receipts/(payments)</b>	<b>-12579</b>	-	-	<b>-12579</b>	<b>8741</b>
<b>A5 Transfers between funds</b>		-		-	-
<b>A6 Cash funds last year end</b>	<b>16220</b>			<b>16220</b>	<b>7479</b>
<b>Cash funds this year end</b>	<b>3641</b>	-	-	<b>3641</b>	<b>16220</b>

## **4.2 Notes to the Accounts**

### **4.2.1 Restricted Funds**

The Friends of Creggan does not operate with Restricted Funds.

### **4.2.2 Trustees' Expenses**

No expenses were paid to any of the Trustees during the year except to reimburse them for purchases made on behalf of the Friends of Creggan.

### **4.2.3 Trustees' Indemnity Insurance**

No charitable funds have been used to purchase insurance to indemnify the Trustees against the consequences of any neglect or default on their part.

### **4.2.4 Accounting Policies**

Section 133 of the Charities Act 2011 permits a charity to prepare a receipts and payments account and a statement of assets and liabilities where gross income in the financial year does not exceed £250,000, therefore receipts and payments accounts and a statement of assets and liabilities has been prepared and presented for the year ended March 31<sup>st</sup> 2023.

All Income is recorded when received. All Expenditure is recorded when paid.

## **4.4 Independent Scrutiny**

In the year ended March 31<sup>st</sup> 2023 gross income did not exceed £25,000 and therefore, in accordance with the sections 144 & 145 of the Charities Act 2011 no audit or independent examination is required. The accounts for the Friends of Creggan were last verified up to 31 March 2022 and the Trustees have taken the decision to have another independent verification of the accounts for the 2022/23 financial year.

## **4.5 Cheques not cleared at bank at 31<sup>st</sup> March 2023**

At 31<sup>st</sup> March 2023 there was 1 cheque issued by the Friends of Creggan totalling £1689.64 which had not cleared at the bank.

Approved and adopted by a meeting of the Executive Committee on 21<sup>st</sup> September 2023 and signed on their behalf.



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Justin Keane  
Chairman

## **5. Reference and Administrative Details**

### **5.1 Charity Name**

Friends of Creggan Primary School which is also known as Friends of Creggan.

### **5.2 Charity Number**

Registered Charity in Northern Ireland.  
Charity Reference: NIC104164

### **5.3 Principal Address**

118 Staffordstown Road  
Randalstown  
Co. Antrim  
BT41 3LH4

### **5.4 Charity Trustees as of March 31<sup>st</sup> 2023**

Mr Justin Keane	<i>Chairman</i>
Mrs Donna Mc Guckian	<i>Secretary</i>
Mrs Anne Marie Keane	<i>Treasurer</i>
Mrs Deirdre Graffin	<i>Deputy Chair</i>
Mrs Marie Therese	<i>PR Officer</i>
Mrs Roisin Dumbleton	
Mrs Donna Fullan	
Mrs Joan Martin	
Mrs Dolores Totten	
Mrs Fionnuala Donnelly	
Mr Oliver O'Hara	
Mrs Nicola Murray	
Mrs Sinead Sargent	

### **5.5 Other Charity Trustees in the year to March 31<sup>st</sup> 2023**

In the year to March 31<sup>st</sup> 2023 there were no other Charity Trustees.

## **6. Structure, Governance, and Management**

### **6.1 Governing Document and Constitution**

The Friends of Creggan is an unincorporated association and is governed by a constitution adopted in September 2015; this is attached at Annex A.

The Friends of Creggan is run and managed entirely by the Trustees, with assistance given from members of the school and the local wider community when running events,

### **6.2 Trustee Selection and Management**

The Friends of Creggan is managed by the Trustees listed above. The Trustees meet formally typically once every two months.

At each meeting the Treasurer presents the latest accounts and these are reviewed against budgets and forecasts; spending is discussed and approved. Officers may authorise some spending between meetings, but must ensure such spending is reported at the next meeting. All payments are made by cheque and must be signed by two of the designated signatories for the Friends of Creggan bank account.

The meetings also offer a forum to review recent activities and to plan forthcoming events. Further *ad hoc* meetings are called if required, for example to plan and manage special events or projects.

The Friends of Creggan Annual Report and Statement of Accounts have been approved by the trustees at a meeting on 21<sup>st</sup> September 2023.

## **7. Objectives and Activities**

### **7.1 Charitable Objectives**

The objectives of the Friends of Creggan as set out in our Constitution 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; and
- Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

### **7.2 Public Benefit Statement**

The Friends of Creggan Primary School has a number of key Public Benefits. These are outlined below.

#### **7.2.1 Purpose 1: Improved relationships between home and school**

The benefit which flows from this purpose includes funding for additional resources for the school and links built with the local community. This is demonstrated through having an active PTA that works in partnership with the school and engages parental support. This purpose does not lead to harm. The benefit is for children at Creggan PS.

Charity trustees (PTA committee members) are usually also parents at the school which their children attend and hence gain benefit in the same way as all other beneficiaries. This benefit is incidental and necessary to ensure the benefit is provided to all beneficiaries.

#### **7.2.2 Purpose 2: Advancing the education of pupils in the school**

The benefit which flows from this purpose includes increased educational progress and attainment of pupils in the school and links built with the local community. This is demonstrated through pupils having access to resources, events, activities and links with the local community which are not available through direct school funding. This purpose does not lead to harm. The benefit is for children at Creggan PS.

Charity trustees (PTA committee members) are usually also parents at the school which their children attend and hence gain benefit in the same way as all other beneficiaries. This benefit is incidental and necessary to ensure the benefit is provided to all beneficiaries.

The Trustees of Friends of Creggan confirm that they have complied with their duty under section 17 (5) of the Charities Act 2011 to have regard to the Charity Commission's guidance on public benefit and that the public benefit requirement has informed the activities of the Society in the year to March 31<sup>st</sup> 2023.

In evaluating public benefit the trustees note that membership of the Friends of Creggan is open to all who share an interest in the charitable objectives of the Friends of Creggan. All pupils at Creggan Primary School are also able to benefit from the events run and the funds raised by the Friends of Creggan.

## **7.3 Summary of Main Activities & Achievement**

### **7.3.1 Activities**

The main activities undertaken by the Friends of Creggan Primary School throughout the 2022/23 Financial Year include another successful Club 150 Draw.

### **7.3.2 Achievements**

Main achievements for the Friends of Creggan Primary School in this reporting period include the ability to fund vital educational and communication channels for the school. These include:

- Funding the school website
- Funding the school to parent (Teachers2Parents) text messaging system
- Funding to support a school Literacy Programme
- Funding to support provision of GL Assessment material
- Providing a financial contribution to the annual Primary 7 End-of-Year day out
- Providing 5 New Whiteboards to the School.

Approved and adopted by a meeting of the Trustees on 21<sup>st</sup> September 2023 and signed on their behalf.



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Justin Keane  
Chairman