

LEADHILL PRIMARY SCHOOL PTA



Trustees Report and Financial Statements

For the year ended 31 August 2024

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Information

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| Chairperson | Ms Gillian Anderson (Ms Rachel Clarke stepped down on 30th June 2023, Ms Gillian Anderson elected) |
| Secretary | Ms Rachel Clarke (Ms Claire Craig stepped down on 30th June 2023, Ms Rachel Clarke elected) |
| Treasurer | Mr John Devlin (Mr John Devlin stepped down on 30th June 2023, Mr John Devlin re-elected) |
| Other Trustees | Ms Ruth Livingstone Ms Claire Craig Ms Jennifer Ingram |
| Mrs Nora Shortall | |
| NI Charities Commission Registration Number | NIC104231 (Registered 6th January 2016) |
| HM Revenue and Customs Charities Reference Number | NI00740 |
| Business Address | Leadhill Primary School Casaldona Park Belfast BT6 9RD |
| Independent Examiner | Mrs Ruth Ferguson 44 Lead Hill Park Belfast BT6 9RW United Kingdom |

Trustees' Report

The Trustees present their report and the financial statements for the year ended 31 August 2024.

Governing document

The charity is governed by its constitution dated 21 October 2015.

Officers and committee members

Management committee members who have overall oversight of the activities of the charity are listed on page 3.

Trustees are appointed or reappointed annually by the charity's members at the Annual General Meeting (held in September). A Trustee must be a member of the charity. The total number of Trustee officers and Trustee management committee members must be no more than 7 and no less than 5 in total. The Trustees may co-opt up to 2 committee members during the year subject to the maximum committee member number of 7. Co-opted committee members must stand down at the next Annual General Meeting but are eligible to stand for re-election at that time.

Minimum 5 Trustee committee members are required to enable the committee take decisions.

Membership

Membership is open, irrespective of nationality, religion or political opinion to people aged eighteen years or over who support the work of the charity.

Key objectives, purposes and activities

The purpose of the Association (the Purposes) 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; Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.

Activities undertaken for public benefit

In planning the activities of the charity for the year the Trustees have continuously had regard to the full statutory guidance to the Charity Commission's public benefit requirement when exercising any powers or duties to which it is relevant. From client feedback the charity's activities have helped it achieve its purposes and provide a benefit to the beneficiaries.

Role of volunteers

These financial statements set out the results for the year but do not reflect the very considerable and vital support given to the Leadhill Primary School PTA by volunteers. These volunteers help to run the charity, fundraise, and support the school with the day to day operations of the charity. With the charity operated on a voluntary basis there is no private benefit flowing from its key objectives and purposes. The charity is fully appreciative of the efforts of all its willing volunteers.

Achievements and activities

The benefit of all children at Leadhill Primary School is at the heart of the charity's objectives and purposes and none of its activities and services are deemed harmful. The charity contributed to the coaches to take the children to a Christmas Panto, the yearly Sumdog license and also contributed to organizing a Christmas Event, School Hoodies and the summer end of term event.

Financial Review

The charity didn't have to account for any Restricted Funds or Endowment Funds during the financial year ended 31 August 2024.

The Opening Balance of the charity's General Unrestricted Fund at 1st September 2023 was £3002.03 credit and the closing Balance at the financial year end 31st August 2024 was £4989.57 credit.

Fundraising expenditure for the financial year was £3165.59. In addition, £1706.73 was spent on coaches, Sumdog and mugs for school events.

There are no staff employed by the charity on a paid basis. The charity is operated purely on a volunteer basis and is grateful to all who have willingly provided their services and assistance throughout the year. At the financial year end, and in line with its current general policy, the charity had no liabilities outstanding and was debt free.

Future Plans

Financially the charity will:

- Continue to monitor the level of donations received
- Consider options to raise additional funds through various grant aid possibilities
- Continue to prudently maintain its operating expenses at acceptable levels.

Independent Examiner

A resolution was passed by the Trustees committee on 08 November 2022 to appoint Ruth Ferguson as the charity's suitably qualified Independent Examiner.

On behalf of the Trustees and members

Date: 12/09/2024

Independent examiner's report to the charity trustees of the Leadhill Primary School PTA

I report on the accounts of the Charity for the year ended 31 August 2024, which are set out on pages 7 and 8.

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 sections 65(3)(a) and 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: Ruth Ferguson

Relevant professional qualification or body: Commercial Support Manager

Address: 44 Lead Hill Park Belfast. BT6 9RW.

Date: 12/09/2024

Receipts and Payments Account
For Financial Year ended 31 August 2024

| Receipts | Unrestricted Funds |
|--------------------|---------------------------|
| Fundraising Events | £7,040.57 |

| | |
|-----------------------|------------------|
| Total Receipts | £7,040.57 |
|-----------------------|------------------|

| Payments | |
|-----------------|-----------|
| Mugs for events | £159.73 |
| Panto Coaches | £590.00 |
| Sumdog Ltd | £957.00 |
| Xmas Activities | £565.77 |
| Summer Fair | £369.82 |
| School Hoodies | £2,230.00 |

| | |
|-----------------------|------------------|
| Total Payments | £4,872.32 |
|-----------------------|------------------|

| Annual Fees | |
|--------------------|----------------|
| Bank Fees | £71.71 |
| PTA Fee | £109.00 |
| Total Fees | £180.71 |

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|-----------------------------------|------------------|
| Net of Receipts/(Payments) | £1,987.54 |
|-----------------------------------|------------------|

Notes to the financial statements

1. Accounting standards

The financial statements have been prepared on a receipts and payments basis in accordance with applicable UK accounting standards and the Charities Act (Northern Ireland) 2008.

Fund accounting

Unrestricted funds are expendable at the discretion of the management committee in the furtherance of the charitable objectives of the charity.

2. Charitable Fundraising Events

| Fundraising Events Net | Unrestricted Funds |
|-------------------------------|---------------------------|
| Easyfundraising | £121.62 |
| Xmas Wreath Making | £201.73 |
| Xmas Fair | £1,386.55 |
| Ballet Teacher Donation | £257.00 |
| School Quiz Night | £521.90 |
| School Beetle Drive | £183.00 |
| Cash for Clobber | £136.00 |
| Summer Fair | £930.18 |
| School Hoodies | £137.00 |

| | |
|-------------------------------------|------------------|
| Total Fundraising Events Net | £3,874.98 |
|-------------------------------------|------------------|