
Inchmarlo Parents' Association
Trustees' Annual Report
Year ended 31 August 2020

Table of Contents

	Page
1) Overview	3
2) Summary of the charity's main activities	5
3) Review of the Financial Position at 31 August 2020	7
4) Financial report	8
5) Confirmation	9
6) Independent examiner's report to the charity trustees of the Inchmarlo Parents' Association	10

1. Overview of information required by Charities Commission NI:

NIC number	NIC106037
Address	Inchmarlo Preparatory School, Cranmore Park, Belfast, BT9 6JR
<p>The names of: - all charity trustees on the date the report was approved and</p> <p>All individuals who served as charity trustees during the year ended 31 August 2019.</p>	<p>Selina Forrester; Nuala Murphy; Simon Hall;</p> <p>Sarah Clerkin ; Stephanie Cowie; Simon Hall; Dani Maxwell; Diane Weatherup; Nuala Murphy; Sarah McClean; Selina Forrester; Stephen Whalley;</p>
Constitution	Registered under Constitution on. 09/03/17
Purposes of the charity	The purpose of the Inchmarlo Parents' Association ("IPA") is to advance the education of pupils at Inchmarlo School ("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 ("the Purposes").
Public benefit	<p>Purpose 1: Improved relationships between home and school</p> <p>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 IPA that works in partnership with the school and engages parental support.</p> <p>Purpose 2: Advancing the education of pupils in the school</p> <p>The benefit which flows from this purpose includes increased educational progress and fulfilment of pupils in the school.</p>

<p>What the charity does</p>	<p>The IPA is a dedicated group of parents who are passionate about providing opportunities for the pupils at the school that enhance and extend their primary school experience. The IPA does this by organising and running a rich and varied calendar of events and projects to encourage participation and involvement from all in the Inchmarlo Community alongside fundraising.</p> <p>The IPA develops and maintains close working relationships with the Headmaster, staff and the pupils' School Council in Inchmarlo. The ensures needs are identified and any relevant support for the school is embedded in all our activities.</p> <p>The IPA actively promotes a vibrant community spirit at Inchmarlo and throughout the wider community including partnerships with our parent school RBAI, Victoria College, local charities and local businesses.</p> <p>The IPA holds an Annual General Meeting to elect the IPA Committee, present its accounts and report its successes.</p> <p>The IPA meets regularly during the term time, to organise events and projects. Each IPA event or project has a small working team and Team Leader which focuses Members to be involved where their interest, expertise and time allows.</p> <p>The IPA encourages the pupils and parents to work for others through charity events that promote understanding, building compassion and self-efficacy for the pupils as well as raising funds for the charities.</p> <p>The IPA develops projects which extent our reach into the business community, gaining incredible support for the school as well as providing longer term significant funds.</p> <p>Finally the IPA actively supports general school events providing volunteers on sports day, book fairs, school open days and concerts.</p>
------------------------------	---

Summary of the charity's main activities

The charity has raised income from a number of fundraising events during the year; this was unfortunately curtailed due to the impact from the Covid-19 pandemic.

- The Halloween event in collaboration with Victoria College Friends of Prep, the proceeds of which are split across the 2 schools;
- The annual Inchmarlo calendar;
- School branded merchandise;

The focus of the current year has been to continue to raise funds where possible, but to also have a focus on spending on projects and investing in the school.


2. Financial report

The Trustees hold unrestricted charitable funds of £22,558, up by around £2,000 from the previous year-end of £24,659. This decrease was mainly due to the restrictions on fundraising activities due to the Covid-19 pandemic, while the IPA continued to support charitable spending on the school. The charity has no debts or borrowings.

The main fundraising activity was the annual calendar, which raised around £3,400. A breakdown of charitable spending over the year is as follows.

Charitable spending

	£
Diaries	368
Stage lighting	1,903
Santa/gifts/books	220
Year books	613
Library furniture	1,514
Library books	751
	5,369

	Inchmarlo Parent's Association			NIC106037	CC16a
	Receipts and payments accounts				
	For the period from	01-Sep-18	To	31-Aug-19	

Section A Receipts and payments

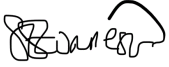
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fundraising activities	6,963			6,963	26,606
Other income	299			299	220
Sub total (Gross income for AR)	7,262			7,262	26,826
A2 Asset and investment sales, (see table).					
Sub total					
Total receipts	7,262			7,262	26,826
A3 Payments					
Cost of fundraising	(2,769)			(2,769)	(13,459)
Charitable payments	(5,708)			(5,708)	(8,572)
Other costs incl fees and subscriptions etc	(561)			(561)	(829)
Profit share with Victoria Parent's Association	(325)			(325)	(1,900)
Sub total	(9,363)			(9,363)	(24,760)
A4 Asset and investment purchases, (see table)					
Sub total					
Total payments	(9,363)			(9,363)	(24,760)
Net of receipts/(payments)	(2,101)			(2,101)	2,066
A5 Transfers between funds					
A6 Cash funds last year end	24,659			24,659	22,593
Cash funds this year end	22,558			22,558	24,659

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

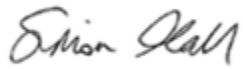
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank current account	20,796	-	-
	Cash in hand	1,762	-	-
	Uncashed cheques		-	-
	Total cash funds	22,558	-	-
	(agree balances w ith receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
	Stock	964	-	-
	Gift Aid, sales from merchandise, sponsorship	1,192	-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Invoices not yet paid, reimbursements due	(170)	-	

3. Confirmation

Selina Forrester (Chair):



Simon Hall (Treasurer):



30 June 2020

Independent examiner's report to the charity trustees of the Inchmarlo Parents' Association

I report on the accounts of the Trust for the year ended 31 August 2020.

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 section 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: Claire Moore FCA
Chartered Accountants Ireland
Address: 77 Clare heights
Ballyclare
BT39 9SB
Date: 29 June 2021