

St Joseph's PFA Carryduff

Annual Report and Accounts

Year Ended

30th September 2023



Registered Charity Number: NIC107768

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Members of the Board and Professional advisors

Registered Charity name

St. Joseph's PFA Carryduff

Charity number

NIC107768

Address

St Joseph's Parent & Friends Association
C/O St Joseph's Primary School
8 Knockbracken Drive,
Carryduff, BT8 8EX

Trustees

Hannah McGrath
Brenda Clerkin
Anne Taylor

Bankers

Ulster Bank
365-369 Ormeau Road
Belfast
BT7 3GP

Trustees Report

This report relates to the period 01 October 2022 to 30 September 2023.

Charitable purpose

The purpose of the charity is the advancement of education of pupils in St Joseph's Primary School and Nursery Unit, Carryduff ("the school") by:

- a) Developing relationships between staff, parents and others associated with the school,
- b) Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils, and
- c) Contributing to the wider community, via school events and activities.

The direct benefits which flow from this purpose include the provision of funds to support the school in advancing the education of pupils, as well as improved relationships between staff, parents and others associated with the school.

These benefits will be evidenced through the amount of funds raised to improve facilities for the pupils. Monies raised and subsequent donations to the school will be visible on bank statements and annual accounts.

No harm is anticipated from this purpose. The beneficiaries of our services are the pupils, staff and parents / guardians of St Joseph's Primary School and Nursery Unit, Carryduff and the local community.

No private benefit flows from the purpose of our organisation.

Structure, governance and management

On 11 June 2021 St Joseph's PFA Carryduff was officially registered as a charity with the Charity Commission for Northern Ireland.

The charity is governed by its Constitution, with the most recent version being dated 15 January 2020.

The Trustee board has overall responsibility for ensuring they have an appropriate system of controls, financial and otherwise. Furthermore, it is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time their financial position. It is also responsible for safeguarding their assets and liabilities and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees Report (continued)

Trustees of St Joseph's PFA Carryduff

Trustees are appointed on an annual basis. The following list of Trustees were appointed on 22 November 2022, held office for the full financial year and were in place at the date of approval of this report.

Name	Position
Brenda Clerkin	Treasurer & Trustee
Hannah McGrath	Chairperson & Trustee
Anne Taylor	Secretary & Trustee

Objectives and activities

The PFA have given consideration to the Charity Commission for Northern Ireland's guidance on public benefit when setting our objectives and activities to ensure our activities reflect the purpose of the charity and provide benefit to our beneficiaries.

Review of the charity's financial performance

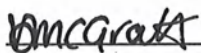
This year we experienced a greatly reduced impact from Covid 19 on the nature and timing of our events. This has resulted in a fantastic year for fundraising where we successfully raised net income of £5,432.31. This was an increase of £2,730.22 from the prior year. In addition to our usual activities, such as movie days, the clothes collection, uniform sales and end of term mad hair day and ice cream events, we saw a return to the much-loved discos. We held one in Spring and Summer, which boosted our net income by over £2,000. Furthermore, this year, we hosted a parent's quiz night and printed Christmas cards for the children. All these additional events have allowed us to make a more substantial donation to the school (see below). Also, this year we have been very grateful to receive donations of £55 from parents/guardians/friends of the School. We very much appreciate these kind donations.

During the academic year (Dec 2022) a donation of £2,700 was made to St. Joseph's School which related to fundraising activities for the 2021/22 year (for the 2020/21 year the donation was £1,200). For 2022/23, no in-year donation was made but at the AGM, a donation of £5,350 will be made to the School. This essentially represents a pass-through of all funds raised during the year, whilst retaining a bank float of just over £1,000 (£1,034.53) going into 2023/24, in line with the agreed strategy of previous years.

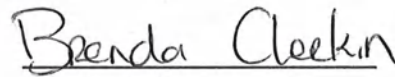
Trustees Report (continued)

We have also completed our application for Gift Aid from the Government during 2021/22. As a charity, we will be able to claim an additional 25p for every £1 donated to the PFA assuming the donations meet certain criteria.

On behalf of St Joseph's PFA Carryduff



Hannah McGrath
Chairperson
29 February 2024



Brenda Clerkin
Treasurer
29 February 2024

Chairpersons' report

2022/2023 saw the PFA begin more face to face events including the long awaited discos which was a welcome return! The PFA events were certainly enjoyed by all and contributed to the success of the St. Josephs PFA fundraising efforts.

Throughout the academic year, St. Joseph's PFA organised a series of events including the Christmas card design project, Christmas Cracker Day, Charity Clothes collection, Spring Disco, Quiz night, Easter activity week, Mad hair day, Summer disco and Ice-cream Treat Day.

A key part of our charity mission is giving back to the school community and we continue to do this through our uniform recycling scheme. The recycling scheme reduces waste; families can donate nearly new uniform that has been outgrown and the PFA coordinates multiple uniform sale stalls throughout the year where parents/carers can avail of the extra supplies and donate what they can when they can. We hope this will support parents/carers replace or add further stock to their uniform supplies during these challenging financial times. The stalls are always a great success, we advertise the uniform sale in advance via the PFA Calendar of events and leave the stall out over a couple of weeks, we plan to continue with the Uniform sale this academic year.

In 22/23 we introduced the yearly events PFA calendar, this helped to inform the school community of events that would be held by the PFA, allowing parents/carers to be prepared if necessary for any upcoming events in advance. This was a welcome addition, which received great feedback with many sharing the advance notice benefit.

The PFA would like to extend a huge THANK YOU to all parents, guardians, staff, pupils, sponsors, and community who participated in activities during the year.

In 2023/24 we will again aim to provide various events throughout the year, with restrictions no longer in place it will allow our face to face events to run for the foreseeable.

The PFA team is always happy to welcome new members and this year is no different, we will be exploring ways to engage more members as this seems to be a challenge on a yearly basis, however we hope to welcome new members at our AGM.

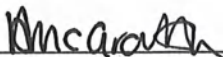
Our ability to run successful events is always dependent on having enough people to help, so new team members, volunteers and good ideas are always very welcome! Our meetings are now face to face and we plan to hold no more than 4 face to face meetings per year with additional contact via the PFA WhatsApp group where required and we would love to see new members.

I would like to say a massive thank you and show our appreciation to the PFA team and to all the volunteers who have assisted us in any way – it makes a real difference.

Chairpersons' report (continued)

We also welcomed Mr Burns to the PFA last year and he continues to be a valued member of the PFA and we have fantastic support from Mrs Rogan and Mrs Downard. I would like to extend our heartfelt thanks to all the staff of St. Josephs, without their help and support we would not be able to run as many events as we do.

Thank you for your ongoing support and we look forward to what the year ahead, 2023/2024, has in store for us!


Hannah McGrath
Chairperson
29 February 2024

Independent Examiner's Report to the Board of Trustees of St Joseph's PFA Carryduff for the Year Ended 30 September 2023

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.

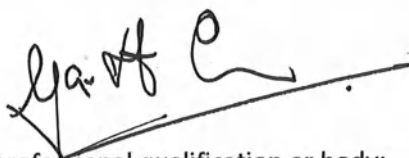
My role is to state whether any material matters have come to my attention giving me cause to believe:

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:



Relevant professional qualification or body:

FCA

Address: 11 Old Mansie Green, Banbridge

Date:

29/02/2024

Income and Expenditure Account for the Year Ended 30th Sept

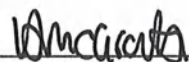
	2023 £	2022 £
Opening bank balance of 1 October	3,709.18	2,240.90
Fundraising Activities		
Income		
Halloween movie	792.80	806.00
Christmas cards	1,785.00	-
Christmas activities	265.96	563.55
Quiz	475.30	-
Bingo	-	383.75
Spring disco	1,835.88	-
Easter activities	573.94	330.70
Clothes collection	341.75	385.50
Mad hair day	400.00	397.00
Ice cream	490.90	505.55
Amazon Smile	118.55	48.11
Uniform sales	105.26	198.70
Donations	55.00	120.00
The Giving Machine	17.52	-
Summer disco	1,632.65	-
Total income from fundraising activities	8,890.51	3,738.86
Expenditure		
Halloween movie	322.22	290.45
Christmas cards	1,247.40	-
Christmas activities	-	297.32
Quiz	60.00	-
Bingo	-	47.87
Spring disco	739.02	-
Easter activities	90.00	89.28
Ice cream	333.90	311.85
Summer disco	665.66	-
Total expenditure from fundraising activities	3,458.20	1,036.77
Net income from fundraising activities	5,432.31	2,702.09

**Income and Expenditure Account for the Year Ended 30th Sept
(continued)**

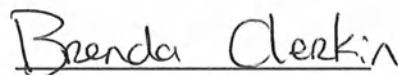
	2023 £	2022 £
Expenditure in the form of donations		
St Joseph's Primary School – Dec 2021		1,200.00
St Joseph's Primary School – Dec 2022	2,700.00	
Other Expenditure		
Bank Fees	56.96	33.81
Total Expenditure	2,756.96	1,233.81
 Net movement in funds	 2,675.35	 1,468.28
 Closing bank balance as at 30 September	 6,384.53	 3,709.18

Statement of Assets and Liabilities as at 30th Sept

	2023 £	2022 £
Current Assets		
Bank	6,384.53	3,709.18
Fund balances (unrestricted)	6,384.53	3,709.18



Hannah McGrath
Chairperson
29 February 2024



Brenda Clerkin
Treasurer
29 February 2024

Notes to the financial statements

Basis of preparation

The financial statements have been prepared on a receipts and payments basis and in accordance with the Charities SORP applicable to charities preparing their accounts in accordance with the provisions of FRS 102. There were no material departures from that standard.