

# **St Joseph's PFA Carryduff**

**Annual Report and Accounts**

**Year Ended**

**30<sup>th</sup> September 2024**



Registered Charity Number: NIC107768

<b>Contents</b>	<b>Page</b>
Members of the Board and Professional Advisors	3
Trustees Report	4
Chairpersons' Report	7
Independent Examiners Report to the Trustees	9
Income and Expenditure Account	10
Statement of Assets and Liabilities	12
Notes to the Financial Statements	13

## **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  
Unit G  
Westwood Centre  
Kennedy Way  
Belfast  
BT11 9BQ

## **Trustees Report**

This report relates to the period 01 October 2023 to 30 September 2024.

### **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 25<sup>th</sup> April 2024, 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**

Overall we had a very successful year of fundraising with a net income raised of £4,457.09. This was a slight decrease of £975.22 from the prior year. The decrease is mostly attributed to not running the quiz this year (due to low turnout last year), and no donations from Amazon Smile (which is no longer running for charities). However, we did host a number of other events, such as a movie day, the clothes collection, uniform sales, end of term mad hair day and ice cream events, and of course our ever-popular Spring and Summer discos. We did not run any new events this year in comparison to last year. One reason for this is the limited resources we have with our PFA volunteers.

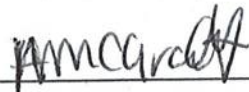
Also, this year we have been very grateful to receive donations of £60 from parents/guardians/friends of the School. We very much appreciate these kind donations.

During the academic year (April 2024) a donation of £5,350 was made to St. Joseph's School which related to fundraising activities for the 2022/23 year (for the 2021/22 year the donation was £2,700).

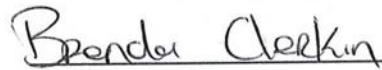
For 2023/24, no in-year donation was made but at the AGM held on 19<sup>th</sup> November 2024, a donation of £4,400 was made to the School. This essentially represents a pass-through of all funds raised during the year, whilst retaining a bank float of just over £1,000 (£1,033.33) going into 2024/25, in line with the agreed strategy of previous years.

## Trustees Report (continued)

On behalf of St Joseph's PFA Carryduff



Hannah McGrath  
Chairperson  
28 March 2025



Brenda Clerkin  
Treasurer  
28 March 2025

## **Chairpersons' report**

What a year 2023-2024 was for the St. Joseph's PFA and the school community.

The events held were not only a hit with everyone but also played a huge role in supporting our fundraising efforts for the school.

Throughout the year, we organised a fantastic line-up of events: the Christmas card design project, Christmas Cracker Day, Charity Clothes Collection, Spring Disco, Easter Activity Week, Mad Hair Day, Summer Disco, and Ice-Cream Treat Day! Each event brought a new wave of fun and community spirit, and we couldn't have done it without the energy and enthusiasm of everyone involved.

A cornerstone of our PFA work is giving back to the school community, and we're continuing that mission through our uniform recycling scheme. It's a win-win: reducing waste while helping families access affordable, nearly-new uniforms. Our uniform stalls throughout the year offer parents and carers a chance to pick up extra supplies or donate outgrown items. These stalls are always a hit, and we're excited to continue them in the 2024-2025 school year. Look out for dates on our PFA calendar!

Speaking of the PFA calendar, it was such a success the last couples of years that we're keeping it for 2024-2025! We got great feedback, and we're thrilled to keep this as a regular feature to keep everyone in the loop, however keep an eye out for any updates on the calendar throughout the year.

A massive THANK YOU goes out to all the parents, carers, staff and students who supported us last year. Your participation truly made all the difference, and we couldn't have done it without you.

A BIG Thank you to Brackenvale Eurospar, McDonald's Saintfield road and The Odyssey Trust for their support.

Looking ahead to the 2024-2025 school year, we're excited to continue our yearly events and offer new events where possible. We're ready for another full year of fun and fundraising! We're particularly excited and eager to welcome new faces into the PFA. If you've been thinking about getting involved, this is the year to join us! We're always looking for fresh ideas and extra hands, and we hope to see new members at our AGM on 19th November 2024.

Our events and success are built on teamwork, and we're incredibly grateful for all the help we receive. Whether you're offering your time, sharing ideas, or lending a hand at events, it makes a world of difference. Our meetings are held face-to-face, with no more than four per year, and we're always in touch through the PFA WhatsApp group. We hope to see even more of you getting involved!

A huge thank you to the entire PFA team and our dedicated volunteers—you make everything possible. This year will be the last year for some of our members, as their children move on to Secondary school and to those members, I want to express my gratitude for all you have done.

### Chairpersons' report (continued)

We're also thrilled to welcome Mr. McMahon as the new Principal for St. Josephs Primary. We look forward to the future working alongside you as we continue to grow and develop.

A humongous thank you to all the staff at St. Joseph's for their ongoing help and support; we simply couldn't run many of these events without you.

We're all set for another incredible year ahead in 2024-2025, where through our fundraising efforts, our aim this year is to support the school with the funds to help;

- Provide outdoor play equipment, and
- Update ICT equipment

and I can't wait to see what's in store! Thank you everyone for your continued support, and let's make this year even more exciting than the last!



Hannah McGrath

Chairperson

28 March 2025

## Independent Examiner's Report to the Board of Trustees of St Joseph's PFA Carryduff for the Year Ended 30 September 2024

### 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.

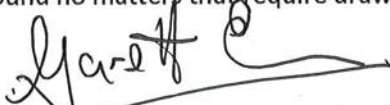
My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity Trustees concerning any such matters.

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: GARETH EVANS FCA

Relevant professional qualification or body: CHARTERED ACCOUNTANTS IRELAND

Address: 11 OLD MANSE GLEN, BANBRIDGE, CO. DOWN

Date: 29 MARCH 2025

## Income and Expenditure Account for the Year Ended 30<sup>th</sup> Sept

	2024	2023
	£	£
Opening bank balance of 1 October	6,384.53	3,709.18
 <b>Fundraising Activities</b>		
<b>Income</b>		
Halloween movie	879.00	792.80
Christmas cards	1,939.00	1,785.00
Christmas activities	419.24	265.96
Quiz	-	475.30
Spring disco	1,606.57	1,835.88
Easter activities	669.69	573.94
Clothes collection	291.00	341.75
Mad hair day	228.00	400.00
Ice cream	404.83	490.90
Amazon Smile	-	118.55
Uniform sales	222.26	105.26
Donations	60.00	55.00
The Giving Machine	-	17.52
Summer disco	1,464.36	1,632.65
<b>Total income from fundraising activities</b>	<b>8,183.95</b>	<b>8,890.51</b>
 <b>Expenditure</b>		
Halloween movie	322.69	322.22
Christmas cards	1,442.00	1,247.40
Christmas activities	-	-
Quiz	-	60.00
Spring disco	634.42	739.02
Easter activities	84.24	90.00
Ice cream	348.30	333.90
Summer disco	895.21	665.66
<b>Total expenditure from fundraising activities</b>	<b>3,726.86</b>	<b>3,458.20</b>
 <b>Net income from fundraising activities</b>	 <b>4,457.09</b>	 <b>5,432.31</b>

**Income and Expenditure Account for the Year Ended 30<sup>th</sup> Sept  
(continued)**

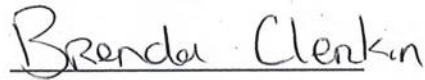
	2024	2023
	£	£
<b>Expenditure in the form of donations</b>		
St Joseph's Primary School – Dec 2022		2,700.00
St Joseph's Primary School – April 2024	5,350.00	
<b>Other Expenditure</b>		
Bank Fees	58.29	56.96
<b>Total Expenditure</b>	<b>5,408.29</b>	<b>2,756.96</b>
<b>Net movement in funds</b>	<b>(951.20)</b>	<b>2,675.35</b>
<b>Closing bank balance as at 30 September</b>	<b>5,433.33</b>	<b>6,384.53</b>

Statement of Assets and Liabilities as at 30<sup>th</sup> Sept

	2024 £	2023 £
Current Assets		
Bank	5,433.33	6,384.53
Fund balances (unrestricted)	<u>5,433.33</u>	<u>6,384.53</u>



Hannah McGrath  
Chairperson  
28 March 2025



Brenda Clerkin  
Treasurer  
28 March 2025

## **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.