

Trustees' Annual Report

Financial Period: 1st September 2017 to 31st August 2018

Reference and Administrative Details

Charity Name: Brentwood St. Thomas of Canterbury C.E. Junior School Association

Registered Charity Number: 286107

Charity's Principal Address: St. Thomas of Canterbury Church of England Junior School, Sawyers Hall Lane, Brentwood, Essex, CM15 9BX

Objectives of the Charity

The objects of the Association are to:

Advance the education of the pupils of the school by providing and assisting in the provision of facilities for education at the school.

Develop effective relationships between the staff, parents and others associated with the school.

Engage in activities which support the school and advance the education of the pupils attending it.

Structure, Governance and Management

Type of Governing Document: Constitution dated 20th September 1982.

How the Charity is constituted: the Charity is constituted as an Association.

Membership: Members of the Association are the parents or guardians of any pupil currently attending the school, together with the teaching staff and governors of the school. All members are eligible to vote.

Trustee Selection Method: the Association is administered by a committee which consists of a Chair, Treasurer, Secretary, the Head Teacher (ex-officio), 2 members of the teaching staff, a School Governor and 6 other members. The Chair and the 6 other members must be parents. All voting members of the Association are eligible for election to the Committee. The Chair, Treasurer, Secretary and 6 other members are elected annually at the A.G.M. by a majority vote and hold office until the next A.G.M. The teaching staff and School Governor representatives are elected by their respective bodies.

The following trustees served for the period of this report:

Jenny Downs - Chair

Penny Todd - Treasurer

Sally Buckland – Secretary

Dean Moran – Head Teacher ex-officio

Achievements and Performance

In the year ending 31st August 2018, the Association raised £26,956.11 from events and activities. The Association's total costs (not including donations to the school) were £14,820.93, generating a total gain of £12,135.18. The main fundraisers of the year were the Christmas shopping evening, summer fair and Mother's and Father's Day sales. Other events included a Water Pistol Day, Gin Tasting Evening and Fashion Show. In the last term of the school year, the Association introduced the sale of West End theatre tickets which has been a great success and contributed £3,638.00 towards the year's fundraising.

The Association donated a total of £2,745.67 to St. Thomas of Canterbury Junior School to fund the pupil's Christmas party and the purchase of fencing and homework diaries for the school.

Financial Review

The opening bank account balance on the 1st September 2017 was £1,332.78 and the closing bank account balance on the 31st August 2018 was £10,722.29

Total receipts (fundraising and other activities) totalled £26,956.11

Total payments (fundraising costs, donations to school and expenses) totalled £17,566.60

In addition there was a cash float held of £50.00

The Association does not have a policy on reserves but the Treasurer looks to maintain enough money in the bank account to fund all forthcoming expenses and any commitments to donations to the school. At no point in the year was the bank account overdrawn.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Chair

Name SAMANTHA BEARLYMAN

Signature *S Bearlyman*

Date 7-11-19

Treasurer

Name VICTORIA PENFOLD

Signature *V. Penfold*

Date 7/11/2019.