



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	01	09	2018	<b>To</b>	31	08	2019

## Section A Reference and administration details

**Charity name** Northchurch St Mary's School Association

**Other names charity is known by**

**Registered charity number (if any)** 1128150

**Charity's principal address** New Road

Northchurch

Berkhamsted

**Postcode**

HP4 3QZ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Laura Evans	Chair		
2	Elena Draper	Secretary		
3	Ellen Stead	Treasurer		
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

Constitution adopted 22 June 2007

How the charity is constituted  
(eg. trust, association, company)

Association

Trustee selection methods  
(eg. appointed by, elected by)

Trustees are appointed or reappointed at the Annual General Meeting held in October

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

To advance the education of the pupils in the school by developing relationships between the staff, parents and others associated with the school, and by providing facilities or equipment which support the school and advance the education of the pupils.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The trustees declare that in planning activities during the year, they have had regard to the Charity Commission's guidance on public benefit.

The main activity of the School Association has been the organisation of a varied programme of events which not only raise money for the school but also further relationships between pupils, staff and parents. Events are always open to all families at the school and are well supported by school staff.

During the year to 31 August 2019, the School Association has funded equipment and activities which benefit the whole school including:

- Refurbishment of the toilets
- Chromebooks & Purple Mash subscription
- Contribution towards school trips & workshops
- Christmas Pantomime

The School Association also received two grants from Northchurch Parish Council during the year which were used to fund the school crossing patrol and swimming lessons for years 3 and 4.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

The Christmas Fayre was the first big event of the year and, proved even more successful than usual. A total of £4,239 was raised, which was over £400 more than the previous year! Both parents and teachers helped run the fayre, which was well attended by the children and their families, as well as other local residents. A lot of hard work went into organising the event and it proved to be a very fun and enjoyable day.

Sales of homegrown plants were held throughout the year and were very popular with both families of the school and the wider local community. The sales were extremely profitable raising in excess of £3,800

The quiz night was held in the school hall in March and, as last year, raised just over £800 for the school. The event was attended by both parents and teachers and all agreed that it was a great evening.

The Summer Fayre, held in July, was another very successful event, raising over £4,000. The fayre had a wild west theme with games and activities such as a buckin' bronco, pony rides and panning for gold! The fayre was well attended and many commented that it was a really enjoyable day.

A number of other regular events were held during the year including:

- The popular treat Fridays hosted by each class twice per year. This is always a great fundraiser and the children love coming out of school on a Friday and being able to buy a tasty treat!
- Discos and Film Clubs which are great fun for the children and always really well attended.
- Mother's Day, Father's Day and Christmas Secret Rooms where, for a small charge, the children can choose a present for someone special from a mixed selection of gifts. This is a lovely fundraising event, enjoyed by both the children and their parents as well as other family members.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The School Association does not have a policy on reserves but looks to maintain a bank balance that is sufficient to fund forthcoming events and donations that it has committed to making to the school.

At the end of the year, the School Association had unrestricted reserves of £14,824.

**Details of any funds materially in deficit**

N/A

**Further financial review details (Optional information)**

You may choose to include additional information, where relevant about:

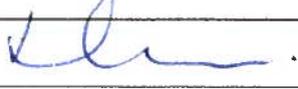
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

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

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	ELLEN STEAD	LAURA EVANS
<b>Position (eg Secretary, Chair, etc)</b>	TREASURER	CHAIR

**Date** 15.10.19