

Ballyholme Primary School PTA

Annual Report and Statement of Accounts

For the year ending 31 July 2026

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1. Annual Report for the year ending 31 July 2026

The Trustees of Ballyholme Primary School PTA ("the PTA") are pleased to submit their Annual Report for the period 1 August 2025 to 31 July 2026. The PTA is run entirely by volunteers and exists to support Ballyholme Primary School, enrich the experience of pupils and strengthen relationships across the school community.

2. Achievements and Performance

The 2025/26 school year combined fundraising, pupil activities, family events and practical support for the school. Alongside raising funds for identified school priorities, the PTA continued to support activities that bring pupils, families and staff together. The year also included discussion about how the PTA can create more opportunities for parents to meet and become involved in school life, as well as how volunteering can be made easier and more accessible.

2.1 The year in numbers

Measure	2025/26
Children in the school	610
Teaching staff	29
Formal PTA meetings	7
Committee planning meetings	Held monthly throughout the academic year
Fundraising receipts shown in interim finance summary	£21,410
Net fundraising shown in interim finance summary	£21,011
Donation to Ballyholme Primary School	£12,000
Donation to Action Mental Health	£771

2.2 Identification of Areas of Need

Funding priorities are identified in consultation with the school, with the aim of directing PTA funds towards resources and improvements that benefit pupils across year groups. During 2025/26, the priorities communicated to families included:

- Refreshing the school library to support the Accelerated Reading Programme and encourage a continued love of reading across all year groups.
- Rejuvenating the outdoor gazebo area, with the School Council developing ideas for a space that children can use both for learning and relaxation.
- Expanding the reading scheme, originally supported by PTA funding for P1 and P2, so that more pupils across the school can benefit.

The PTA also received and discussed suggestions from parents during the year, including a request for additional bike racks. This highlighted the value of maintaining open communication between families, the PTA and the school when considering future priorities.

2.3 Fundraising and Community Activities

The PTA's programme included a mix of larger fundraising events, simple low-administration initiatives and activities designed primarily to add to school life.

2.3.1 Smarties Challenge

The Smarties Challenge provided an early-year fundraising activity for families and generated £2,051 in receipts. After costs of £351, the net amount raised was £1,700. The initiative was one of the strongest fundraisers of the first term.

2.3.2 Class Fundraising Christmas Products

Children's artwork was again used as part of the Class Fundraising Christmas scheme, allowing families to order personalised festive products. Once again we had fantastic support for this initiative and £1,286 was raised. The PTA also explored the provider's year-round personalised gift scheme as a possible additional income stream.

2.3.3 Christmas Biscuits and Mini Photographs

Smaller festive activities provided simple ways for families to support the PTA. Sales of Christmas biscuits generated £195 net after costs, while Christmas mini photographs generated £85.

2.3.4 Christmas Cracker Ballot

The Christmas Cracker Ballot raised £925 and formed part of a busy programme of festive fundraising and school activities.

2.3.5 Christmas Paint Night

A festive painting event was held during the first term and a total of £760 was raised at this event. Feedback was mixed and the PTA discussed alternative family social events for future years, including child-friendly quiz or beetle-drive style events. This review reflected the PTA's intention to balance fundraising return with an enjoyable and welcoming experience for families.

2.3.6 Christmas Activities and Hendersons Donation

A £1,000 donation from Hendersons was allocated towards festive school activities, including the Party DJ and the Senior Citizens event. The PTA was pleased to help support activities that added to the wider life of the school during the Christmas period. We are very grateful to Hendersons for their generous support.

2.3.7 P7 Support

The PTA continued to support P7 activities during the year. £800 was paid to the school for P7 chips, while the PTA also supported the school show by operating a tuck shop. The P7 Show generated £166 for the PTA.

2.3.8 P6/P7 Speed Quiz Night

A Speed Quiz was organised as both a fundraiser and an opportunity for parents to meet and socialise. Tickets were priced at £10 and the PTA explored sponsorship as an additional source of support. We also sourced a number of ballot prizes from local businesses and family run businesses within the school community. The quiz raised £1,056 after costs.

2.3.9 Active Youth NI and Action Mental Health

The PTA again worked with Active Youth NI and Action Mental Health to support pupil wellbeing through a whole-school activity day. The event was linked to wider wellbeing messaging within school and generated £1,542.80 after costs. The PTA donated 50% of the proceeds from this event (£771.40) to Action Mental Health. The event demonstrated how PTA fundraising can support both pupils directly and a charitable organisation whose work complements the wellbeing aims of the school.

2.3.10 Wonka Bar Fundraiser

The Wonka Bar fundraiser returned following the success of the previous year. Significant volunteer planning went into sourcing and wrapping bars, inserting numbered golden tickets and securing prizes. This initiative raised £1,389 net after costs. The format continued to create excitement for pupils while providing a strong fundraising return.

2.3.11 Fitness Freddie

Fitness Freddie returned during the year, although the fundraising result was lower than in previous years. The event raised £870 net after costs. The PTA reviewed the timing and format of the event and discussed whether future years should provide a longer sponsorship period, move the event earlier in the school year or alternate it with a different activity. This review will help shape the 2026/27 calendar.

2.3.12 Summer Fair

The traditional summer event was developed into a new-look Summer Fair on Friday 12 June. Planning included a dedicated disco zone, inflatables, football activities, face painting, glitter tattoos, games, tombola and bran tubs, a craft fair and external food vendors. The event relied on support from school staff, PTA volunteers and parent helpers. The Summer fair raised £3,661 net after costs, making it the largest recorded fundraiser of the year. We are very grateful to all those who gave their time to make this event really special.

2.3.13 Other Fundraising and Donations

Additional income recorded during the year included £500 from the Co-op and £119 through Easyfundraising. We are very grateful to the Co-op Ballyholme for their donation. These additional income streams demonstrate the value of maintaining a varied fundraising programme alongside the PTA's larger events.

2.3.14 School Uniform Bank

The PTA continued to support the school uniform bank. Particular thanks were recorded for the volunteer who took responsibility for keeping the store clean, tidy and usable. The PTA also worked with the school to promote the service to families, particularly during the period when demand was expected to be highest.

2.3.15 Pupil and Community Initiatives

The PTA supported and promoted pupil-led and community activities during the year, including a P3 bake sale at the Bangor Horticultural Society Plant Sale. A donation of £255 was received from the P3 bake sale- The committee also discussed how the School Council could help communicate what PTA fundraising had provided for pupils, giving children a stronger voice in explaining the impact of the funds raised.

2.4 Membership, Volunteering and Engagement

All parents and guardians of children attending Ballyholme Primary School are welcomed as members of the PTA and are encouraged to become involved in whatever way suits them. During 2025/26, the PTA continued to use school communication channels and a parent volunteer WhatsApp group to recruit help for events and share opportunities to get involved.

Volunteer capacity remained an important consideration during the year. While a committed core group continued to provide significant support, the committee discussed ways to widen participation and make the PTA more representative of families across the school. Ideas included year-group representatives, a clearer annual calendar of events and meetings, a stronger presence at P1 and curriculum evenings, and clearer communication about the difference between serving on the committee and volunteering at individual events.

The committee also recognised feedback that parents value opportunities to meet and build connections, not simply fundraising events. This will continue to inform the balance of social, community and fundraising activities planned for future years.

3. Financial Review

3.1 Financial Performance

Financial performance for the year ending 31 July 2026 was consistent with expectations. We started the year with a balance of £14,689 cash at bank and in hand. Our fundraising activities generated income of £21,410.

We were delighted to be able to donate £12,000 to the school during the year in addition to paying the school fund donations of £951.

Additional costs and donations of £8,059 left us with a balance of £15,089 at the end of the year.

3.2 Income

Receipts totalled £21,410 a decrease of 17.8% compared with prior year (2024/25: £26,058).

3.3 Expenditure

Expenditure for the year totalled £21,011. This included:

- Donations to the school of £12,000.
- Payment to the school of £951 in relation to School Fund Gift Aid that was paid to the PTA in 2024/25.
- Charity donation to Action Mental Health of £771.
- Expenditure on fundraising activities of £6,398;

The donation to school of £12,000 was spent as follows:

- Refreshing the school library: paint, shelving and new books - £5,000
- Rejuvenating the outdoor gazebo area: paint, fencing, additional play resources - £2,000
- Expanding the reading scheme - £3,500
- Key Stage 2 Spelling Resources -£1,500

3.4 Gifts and Support in Kind

In assessing the finances and assets of the society, it must be noted that many Members (which include parents and guardians of all pupils at the school) and Trustees give a great deal of support in kind. Many purchases made are not claimed back, and the Members and Trustees are very generous with their time and donations. It is only with their help that the PTA is able to hold events and undertake all of the administration in the background.

The PTA wishes to offer its grateful thanks for this Gift in Kind.

3.5 Funds materially in deficit

As of 31 July 2026, the PTA had no funds in material deficit. All funds raised by the PTA are used to fund items identified by the Board of Governors for the benefit of The School, and the PTA account does not run a deficit.

3.6 Major Risks

With respect to the PTA achieving its purpose of raising funds to support the school during 2025-26, the major risk is around ensuring sufficient volunteer resources to undertake the various fundraising events, as well as the background administration during the year.

We have been very fortunate to have strong attendance at PTA meetings during this year, as well as excellent support from the wider school community.

The success of fundraising by the PTA has a real impact on the running of the school. At a time where many schools are finding it hard to cover basic running costs, funds raised by the PTA have provided a positive impact on the facilities provided for children at the school.

3.7 Financial Management and Reserves Policy

The PTA has a Financial Management Policy which meets the requirements of the Charities Act 2011, the Charity Commission guidelines “Internal Financial Controls for Charities”, and “Accounting and Reporting for Charities: Statement of Recommended Practice (revised 2005)”.

The General Fund is unrestricted and is used for the day-to-day operation of the PTA.

At present, the PTA has no Restricted Funds.

Given that the PTA is not responsible for operational running costs of The School, we consider that a reserve of £1,000 is appropriate. This is to enable purchases of items and provision of floats at events, or other such items as required by the school.

As of 31 July 2026, cash at bank and in hand totalled £15,089.

4. Accounts for the year ending 31 July 2026

4.1 Receipts & Payments Account

Finance summary

Opening bank statement as at 01/08/2025	15,189.08
Unpresented Cheques	- 698.51
Opening petty cash	199.00
	<u>14,689.57</u>

Fundraising activities	Receipts	Payments	Net
Smarties	2,051.27	(351.00)	1,700.27
Christmas cards - Class Fundraising	1,285.57	-	1,285.57
Christmas Biscuits	682.50	(487.50)	195.00
Christmas mini photos	85.00	-	85.00
Christmas Cracker Ballot	1,288.00	(363.48)	924.52
Christmas painting event	1,170.00	(410.41)	759.59
Christmas activities - School & Senior citizens		(633.43)	(633.43)
Hendersons donation	1,000.00	-	1,000.00
Speedquiz night - Feb-25	1,431.16	(375.00)	1,056.16
Easyfundraising	118.53	-	118.53
Active Youth	2,042.80	(500.00)	1,542.80
Wonka Bars	2,450.00	(1,061.00)	1,389.00
Co-op	500.00	-	500.00
Fitness Freddy	1,369.78	(500.00)	869.78
Summer Fair	5,377.06	(1,578.76)	3,798.30
P7 Show- Ice cream	303.64	(137.27)	166.37
Cake Sale	255.00	-	255.00
Subtotal for fundraising	<u>21,410.31</u>	<u>(6,397.85)</u>	<u>15,012.46</u>

Other Payments

Donation to School	(12,000.00)	(12,000.00)
School Fund Payment to school	(951.44)	(951.44)
Donation to Action Mental Health	(771.40)	(771.40)
Bank charges	(89.88)	(89.88)
P7 Activities	(800.00)	(800.00)

Subtotal for other payments	<u>-</u>	<u>(14,612.72)</u>	<u>(14,612.72)</u>
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Totals	21,410.31	(21,010.57)	399.74	<u>399.74</u>
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Available cash as at 31/07/2026				<u>15,089.31</u>
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Cash at bank as at 31/07/2026 (per bank statement)	14,890.31
Pending payments	-
Petty cash balance	199.00
Available cash as at 31/07/2026	<u>15,089.31</u>

4.2 Statement of Assets and Liabilities

The PTA does not own any assets, save for the cash at bank and cash in hand, as detailed in section 4.1. The PTA does not have any liabilities, short or long term.

4.3 Notes to the Accounts

- Trustees' Expenses
No expenses were paid to any of the Trustees during the year, save for reimbursement in respect of purchases made on behalf of the PTA.
- Trustees' Indemnity Insurance
This is not required.
- Accounting Policies
 - Section 133 of the Charities Act 2011 permits a charity to prepare a receipts and payments account and a statement of assets and liabilities, where gross income in the financial year does not exceed £250,000, therefore an Account of Receipts and Payments and a Statement of Assets and Liabilities has been prepared and presented for the year ending 31 July 2026.
 - All expenditure is recorded when paid.
 - Basis of valuations
The PTA does not own any assets, save for cash at bank and cash in hand.
- Independent Scrutiny

In accordance with the sections 144 and 145 of the Charities Act 2011, the PTA invited an independent review of the financial reporting for 2024/25. Richard Shields of Adrian Hall & Co. Bangor kindly undertook the review with no issues reported.

In the year ended 31 July 2026, gross income did not exceed £25,000 and in accordance with the sections 144 and 145 of the Charities Act 2011, no audit or independent examination is required.

5. Reference and Administrative Details

5.1 Charity name:

Ballyholme Primary School PTA

5.2 Charity Number

NIC108877

5.3 Principal Address:

Ballyholme Primary School
Glenburn Park
Bangor
County Down
BT20 5RG
Tel: 02891 270392

5.4 Charity Trustees as of 31 July 2026

Name	Role
Mrs Pamela Rothwell	Principal
Ms Ruth Taylor and Mrs Heather Stephens	Vice Principal – shared role
Mrs Melissa McGovern	Chair
Mrs Alice Hamilton	Vice Chair
Mrs Heather Connery	Secretary
Ms Ruth Gaston	Vice Secretary
Mrs Jenny Campbell	Vice Treasurer

5.5 Other Charity Trustees in the year to 31 July 2025

There were several additional Charity Trustees who served during the year. Mrs Lauren Ferguson and Mrs Tina Ferguson resigned at the AGM on 30 September 2025. Mrs Natalie McCartan resigned on 21 October 2025.

5.6 Advisors

Banking Danske Bank
 Bloomfield Shopping Centre
 S Circular Rd
 Bangor
 BT19 7HB

Auditor Not required

6. Structure, Governance and Management

6.1 Constitution

The PTA is an unincorporated association and is governed by a Constitution adopted in April 2020 and updated in March 2022. The objective of the Association is to advance the education of pupils in the school by developing effective relationships between staff and others associated with the school, and by engaging in activities or providing facilities or equipment which support the school and advance the education of pupils. The PTA is run entirely by volunteers.

6.2 Trustee selection and management

The PTA is managed by a Committee which includes the appointed Charity Trustees registered with the Charity Commission, school representatives and other role holders as required. Current teaching staff, together with parents or guardians of current pupils, are welcomed as members of the PTA.

Formal meeting dates during the year were the AGM on 30 September 2025, followed by meetings on 6 October 2025, 7 November 2025, 20 January 2026, 26 February 2026, 7 May 2026 and 24th June 2036. In addition, committee planning meetings were held regularly throughout the school year to coordinate events and other PTA activity.

Committee Member	Charity Trustee	AGM 30/09/25	06/10/25	7/11/25	20/01/26	26/02/26	07/05/26	24/06/26
Mrs Pamela Rothwell	Y	Y	Y	Y	Y	Y	Y	Y
Ms Ruth Taylor	Y	Y	Y	Y	Y	Y	Y	Y
Mrs Melissa McGovern	Y	Y	Y	Y	N	Y	Y	Y
Mrs Alice Hamilton	Y	Y	Y	Y	Y	N	Y	Y
Mrs Heather Connery	Y	Y	Y	N	N	Y	N	N
Ms Ruth Gaston	N	Y	Y	Y	N	N	Y	Y
Mrs Jenny Campbell	Y	Y	Y	N	Y	Y	Y	Y
Mrs Lynne McCullough	N	Y	Y	Y	Y	Y	Y	Y
Mrs Paula Patterson	N	Y	Y	Y	Y	Y	Y	Y

During the year, the committee discussed governance arrangements for the election of the following year's committee and the importance of having roles and an events calendar in place early in the autumn term. Trustee training was also discussed as part of the PTA's ongoing governance responsibilities.

The Annual Report and Statement of Accounts are approved by the Trustees and presented to Members at the Annual General Meeting. In line with the Constitution, Trustees are elected at the AGM.

6.3 Related organisations

The PTA exists to support Ballyholme Primary School and has no related organisations.

7. Objectives and Activities

7.1 Charitable objectives

The charitable objectives of the PTA are those set out in its Constitution and summarised in Section 6.1.

7.2 Public Benefit Statement

The Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit and that the public benefit requirement has informed the activities of the PTA during the year to 31 July 2026.

7.3 Summary of main activities

- Planning and delivering fundraising events and activities.
- Providing financial support for resources, facilities and experiences identified for the benefit of pupils.
- Supporting school events and pupil activities.
- Encouraging parent, guardian, staff and community engagement with school life.
- Supporting the school in other ways considered appropriate and consistent with the PTA's charitable objectives.

M McGovern

Chair

P Rothwell

Principal