



# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	01	09	2016	<b>To</b>	31	08	2017

## Section A Reference and administration details

**Charity name** ST MARY'S SUPPORT GROUP

**Other names charity is known by**

**Registered charity number** 1126364

**Charity's principal address**  
 ST MARY'S C OF E SCHOOL  
 RUSHCROFT ROAD, SHAW  
 OLDHAM  
**Postcode** OL2 7PP

### 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	Tracie Garlick	Chairperson		Members
2	Gillian Buckley	Deputy Chairperson		Members
3	Sarah Pollard	Treasurer		Members
4	Elizabeth Footitt	Secretary		Members
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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
Auditor		

**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
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by Members at the Annual General Meeting

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

The main focus of our fundraising this year was to carry on to accrue and consolidate funding after a large spend the previous year.

**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**

Christmas Cards  
Ladies Christmas Party  
School Discos  
Pig Racing Night  
Bags2School  
Bake off  
Lucy Cobb Fashion Show  
Raffles  
Church Coffee Mornings  
Sponsored Pancake Flip and Sponsored Bounce  
Easyfundraising Website  
150 Club

## 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.

We started the year with around 18 members on the Support Group and average around 8 members per meeting, we have also had 2 further members who are leaving at the end of this financial year. More support is again required.

This year Support Group provided new Reception Mums with a small goody welcome bag to welcome new parents and hopefully recruit in the future.

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

We have had a good year raising £8,412.00 (excluding 150 club and gift aid contributions) and before paying for contribution to the pantomime.

The 150 club provided an additional £1954.00 of profit after sharing the prize money with the winning members.

We have also received gift aid contributions for the Sponsored Events totalling £1757.00.

We had strong support at our events from parents and friends of St Mary's.

The Christmas period again was a very busy one and proved to be successful raising £1281.00 in one month alone!. The Ladies Christmas party was a well attended and enjoyable evening, raising £335.00. The Christmas cards raised £260.00 and the raffle a huge £686.00.

The race night was changed this year to Pig Racing with battery operated Pigs, we also had a bar this year which was a success and the night raised £684.00.

This year we held two sponsored events which were a pancake flip and bounce, these continue to be our biggest fund raiser each year. These two events raised a fantastic £2532.00. This amount excludes any gift aid monies still to be claimed.

The gift aid applications for the sponsored events will be submitted next month.

St Mary's held their third bake off competition. This proved to be very popular again amongst the children and some amazing creations were brought into school to be judged by Oldham's Youth Mayor TJ Turner. We made it into the Evening Chronicle again. This event raised £337.00.

We held 3 school discos, Trick or Treat (£461.00), Valentine (£442.00) and Summer (£554.00). Combined these raised £1457.00. These continue to be an exciting and popular event for the children.

Raffles. We had 3 raffles throughout the year. Christmas, Easter and Summer. These combined raised £1441.00. The Christmas raffle was our biggest fund raiser at £686.00.

We held a Church coffee morning and also sold coffee at the assemblies in church totalling £321.00.

The Bags2School collections raised £236.00. These amounts have dropped significantly over the last couple of years due to the new restrictions in place. However, I feel it is still a good amount for minimal effort.

We have continued to push the use of the easyfundraising website. We have received contributions of £446.00 this financial year (£2,240 since we launched approximately 6 years ago). This amount is with only 53 members. I feel this is something that needs to be advertised on a regular basis to encourage people to sign up. I feel certain this could easily generate over £1,000 annually.

Total monies raised this year including all events and 150 Club is **£10,366.00.**

This is a great achievement and means we can purchase more of those extras for the pupils of St Mary's.

## Section E Financial review

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

The Charity continues to hold cash reserves until the need arises to release for particular projects or specific reason. All major items of expenditure are considered and openly discussed at the Support Group Meetings with those that are agreed to be funded getting auctioned by the various members.

### Details of any funds materially in deficit

The Charity only operates in a cash positive position.

### 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.

£1,000 to remain as restricted funds to ensure that there is always sufficient funds available to repair and maintain the outdoor equipment.

## Section F Other optional information

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## 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>	Tracie Garlick	Gillian Buckley
<b>Position (eg Secretary, Chair, etc)</b>	Chairperson	Deputy Chairperson
<b>Date</b>		