



NOTTING HILL & EALING  
HIGH SCHOOL

2 Cleveland Road, Ealing, London W13 8AX  
Registered Charity Number 1055543

## **NOTTING HILL & EALING HIGH SCHOOL PARENTS' GUILD**

**ACCOUNTS FOR THE YEAR ENDING  
31 AUGUST 2024**

Registered Charity 1055543

## **CHARITY INFORMATION**

### **TRUSTEES**

#### **Teachers:**

Matthew Shoults – Honorary President  
Kate Bevan – Head of Junior School  
Claire Sargison – Deputy Head of Junior (Academic)

#### **Parents:**

Sharmila Antao – Honorary Treasurer  
Alan Brown  
Katharine Caine  
Simon King-Cline – Joint Chair of Careers Committee  
Richard Odumodu – Treasurer  
Alison Palmer – Joint Chair of Careers Committee  
Debbie Williams  
Pooja Aggarwal – Joint Chair – SFRC  
Abi Shuttleworth  
Iain Fratter - Chair  
Frank Proud – Secretary  
Clare Wimalasundera  
Danielle Plank

### **REGISTERED OFFICE**

Notting Hill & Ealing High School Parents' Guild  
2 Cleveland Road  
Ealing  
London  
W13 8AU

### **INDEPENDENT EXAMINER**

Graham Paul Limited  
Court House  
Court Road  
Bridgend  
CF31 1BE

### **BANKERS**

HSBC Bank Plc

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## **NOTTING HILL & EALING HIGH SCHOOL PARENTS' GUILD TRUSTEES' ANNUAL REPORT**

The Trustees present their report with the financial statements of the Charity for the year ended 31 August 2024.

### **Structure, Governance and Management**

The Charity is governed by the Constitution as amended on 24 April 2023; it is managed, and reports to the Charities Commission, in accordance with the Charities Act 2011. The Charity is inscribed in the Register of Charities under charity number 1055543; the statutory return for the year ended 31 August 2024 has been duly filed with the Charities Commission.

All parents of children at the school are automatically members of the NHEHS Parents' Guild without payment of any fees, dues or subscriptions; all members are entitled to make voluntary donations to the Guild.

The Charity is managed by a Board of Trustees which meets as a General Committee at least 3 times a year; at the beginning of every school term with a further meeting being held on the day of the AGM. The Honorary President of the Trustees is the Headmaster of the senior school and there are three elected Honorary Officers (Chair, Secretary and Treasurer); All trustees can serve a three-year term and then be re-elected for a further three years.

Trustees representing the parents are drawn and selected from amongst the members of the NHEHS Parents' Guild at the Annual General Meeting of the Charity and Trustees representing the school are drawn from the teaching staff by nomination of the Head of the Senior School.

The General Committee retains the sole right to make all decisions relating to:

- Distribution of surpluses and reserves
- Governance
- Accountancy
- Risk Management
- Liaison and relationships between the Charity and the School
- Liaison with and reporting to the Charities Commission

In order to efficiently conduct its activities and achieve its objectives, the Charity has now supplemented two previously established specialist committees, with a third operational group, which report to and are overseen by the General Committee:

- The Careers Committee organises a biennial Careers Conference at which the girls in the senior school can talk to and learn from suitably experienced professionals from within diverse careers and qualification pathways. In order to do this, it maintains a database of parents and alumni who have offered work experience or would volunteer to provide careers advice. The alternate years have seen the introduction of a new event focussed on developing the essential skills required in the workplace.
- The Social Committee organises all the social events run for children and parents alike and, where appropriate, other members of the local community may also participate. All events run by this committee are budgeted to make a surplus
- The Digital Shop Committee has evolved beyond solely facilitating the sale of 'Pre-Loved Uniforms' at a higher frequency into a resource that has enabled the Guild to consolidate a number of other operations and activities (item sales, charity appeals) across a broad range of stakeholders in the school community. The operations undertaken by this committee are designed to make a surplus.

The Chairs of these three specialist committees, are appointed by the General Committee but membership is open to any parent or teaching staff member who has an interest in the goals



of the Charity and the activities of the particular committee concerned. The surplus generated by the Social and Digital Shop Committees are the principal sources of funding for the Charity.

### **Objectives of the Charity**

The objectives of the Guild are to advance the education of the pupils of Notting Hill and Ealing High School by providing and assisting in the provision of facilities for education, and to bring together our parents, Schools and community for the benefit of the pupils.

### **Activities of the Charity for the year**

The Parents' Guild continued to receive strong support from staff and parents – event attendance has been returning to pre-pandemic levels, while community engagement also continues to reap the benefits of embedded adaptations to how the Guild raises funds in support of its objectives and engages with all its stakeholders. During the 2023-2024 year, the School celebrated its 150<sup>th</sup> anniversary, the construction of a new Junior School building was completed and opened, and the Guild continued to implement its Annual Plan framework.

The Annual Plan was the key output of the 2021-2022 Working Group established to reflect on the Guild's purpose, operations, the management and use of funds and communication to guide its evolution. It requires the Treasurer and Chair to work together on a target allocation of funds to be agreed by the General Committee in line with School and Guild priorities. The Charity had significantly higher total income this year of £69,133. This year saw no changes to office holders or the General Committee other than changes to the leadership of one committee (Careers) and preparation for a change in leadership in another (Digital Shop).

### **Careers Committee**

In 2023-2024, under new leadership the Careers Committee focussed on a range of events. Primarily, another iteration of Skills Workshop was repeated, with sessions on CV writing, interviewing and online networking skills. There were also a set of also industry/sector-themed events arranged – these involved alumni, parents and Sixth Form girls – and received significant positive feedback.

### **Social Committee**

In 2023-2024 the Social Committee maintained its focus on bringing the School community together through a series of events, with a particular focus on the 150<sup>th</sup> anniversary celebrations. The three key events it led or supported this year were the annual Christmas Bazaar, the Spring Ball and HillFest.

The annual Christmas Bazaar, held at the end of November 2023, benefited from meaningful increase in sponsorship over the previous year and with typically high attendance and engagement made a significant contribution to Guild funds of £8,094. The Spring Ball was held in March 2024 - which will be held every other year - allowed the Guild to make a large direct contribution to the NHS Bursary Campaign Fund. Finally, another iteration of HillFest, the School-led event in partnership with the Social Committee to showcase the whole School and all its talents, was held in July 2024 and the Guild made a financial contribution of the income it generated at the event towards costs borne by the School.

### **Digital Shop Committee**

In 2023-2024, the Digital Shop continued to innovate and prepared for a transition to new leadership in 2024-2025. It continued to build on the success of the original remit organising the sale of Pre-Loved Uniforms, and evolve beyond to integrate a range of other Guild activities. The process of consolidating operations has resulted in capturing cost efficiencies



with improved control of inventories and better manage financial risks, with significant benefit. The Digital Shop processed its 1000<sup>th</sup> order since inception during the year. The total income from the Digital Shop was stable relative to the previous year, but with higher operating costs that will revert to trend in 2024-2025, but meant a contribution to Guild funds of £9,838. The financial contributions made by the Digital Shop are expected to remain a key income driver for the Charity.

### **Donations**

The Guild donated £46,938 to the school in the year to 31 August 2024, a significant increase on its donation of £1,764 in the year to 31 August 2023. However, this total included a £20,750 donation that was approved by the General Committee in the year to 31 August 2023 but it was agreed that disbursement would take place in this financial year in alignment with the construction schedule of the new Junior School building (which was officially opened in February 2024) where the (fixed asset) item to be purchased will be deployed and utilised. The total also includes a £1,179 contribution by the Guild to the School in support of HillFest as well a direct contribution by the Guild of £25,034 to the Trust to be directed the NHEHS Bursary Campaign Fund.

### **Disbursement**

The Trustees hope that in meeting the objects of the Charity, the Charity will continue to be in a position to support the school in educating the pupils in a friendly and supportive environment.

Subject to holding reserves to fund event costs in advance of income, the Charity aims to donate all surplus income over expenditure to the School, and now aims for disbursements to be aligned with the execution of the Annual Plan for the first time in 2023-2024 so higher reserves were planned for at the end of 2022-2023. In addition, with an increased focus on risk and cash management, the Charity did benefit from the higher prevailing interest rates available on cash balances from throughout most of the year. After disbursements, as at 31 August 2024, the Charity had a net general uncommitted reserves of £33,061 (£38,606 as at 31 August 2023), all of which were held on current and interest bearing accounts with the HSBC UK Bank.

### **Acknowledgements**

The Trustees would like to express special gratitude to the numerous volunteers from amongst parents, families and friends of children in both the junior and senior departments of the school; without their tireless and unselfish help and support the objects of the Charity could not be achieved.

The Trustees would also like to express their most sincere thanks to the teaching body, secretarial and administration personnel and the facilities staff of both the junior and senior departments for their very kind co-operation and assistance throughout the year.

### **Declaration**

The Trustees have approved the Trustees Report and attached financial statements at their meeting of 28 April 2025.

Signed for and on behalf of the Trustees of the Notting Hill & Ealing High School  
Parents' Guild  
Registered Charity Number 1055543

A handwritten signature in blue ink, appearing to read 'I. Fratter'.

Iain Fratter  
Honorary Chair

A handwritten signature in blue ink, appearing to read 'Richard Odumodu'.

Richard Odumodu  
Honorary Treasurer



**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF NOTTING HILL & EALING HIGH SCHOOL PARENTS' GUILD**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2024 which are set out on pages 9 to 12.

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



8/5/2025

J Payne ACA  
Graham Paul Limited  
Court House  
Court House  
Bridgend  
CF31 1BE



**NOTTING HILL & EALING HIGH SCHOOL PARENTS' GUILD  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 AUGUST 2024**

	Note	Year Ended 31 August 2024 £	Year Ended 31 August 2023 £
<b>Income</b>			
- Fundraising		68,146	28,100
- Interest Income		987	244
<b>Total Income</b>		<b>69,133</b>	<b>28,344</b>
<b>Costs of Fundraising</b>			
- Costs of fundraising		(26,587)	(10,443)
- Administrative costs		(1,152)	(1,492)
<b>Total Costs</b>		<b>(27,739)</b>	<b>(11,935)</b>
<b>Net Income On Activities</b>		<b>41,394</b>	<b>16,409</b>
Donations made		(46,939)	(1,764)
<b>Excess/(Deficit) Of Income Over Expenditure</b>		<b>(5,545)</b>	<b>14,645</b>
General Reserve Brought Forward		38,606	23,961
<b>General Reserve Carried Forward</b>		<b>33,061</b>	<b>38,606</b>

There were no recognised gains or losses other than the loss in the financial period. All income and expenditure relate to unrestricted funds.

**NOTTING HILL & EALING HIGH SCHOOL PARENTS' GUILD  
BALANCE SHEET  
THE YEAR ENDED 31 AUGUST 2024**

	Note	Year Ended 31 August 2024		Year Ended 31 August 2023	
		£	£	£	£
<b>Current Assets</b>					
Cash		<u>34,099</u>		<u>39,596</u>	
<b>Total Assets</b>			<b>34,099</b>		<b>39,596</b>
<b>Current Liabilities</b>					
Accruals	5	<u>(1,038)</u>		<u>(990)</u>	
<b>Total Liabilities</b>			<b>(1,038)</b>		<b>(990)</b>
<b>Total Net Assets</b>			<u><b>33,061</b></u>		<u><b>38,606</b></u>
<b>Unrestricted Reserve</b>	6				
- General			33,061		38,606
- Designated			<u>-</u>		<u>-</u>
<b>Unrestricted Reserve Carried Forward</b>			<u><b>33,061</b></u>		<u><b>38,606</b></u>

Signed on behalf of the Board of Trustees

  
.....

**Richard Odumodu**

**HONORARY TREASURER**



**NOTTING HILL & EALING HIGH SCHOOL PARENTS' GUILD  
NOTES TO THE ACCOUNTS**

**1. ACCOUNTING POLICIES**

**1.1 Accounting Convention**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**1.2 Incoming Resources**

Income is recognised on occurrence of the fundraising events.

**1.3 Expenditure Recognition**

Costs are recognised as incurred. All costs are incurred in respect of fundraising for the charity.

Donations are recognised as committed creditors when approved at the relevant Trustee meetings.

**1.4 Taxation**

The Charity is exempt from taxation in respect of all non-trading activities.

**1.5 Fund structure**

All funds are included within one general unrestricted fund.

**2. TRUSTEES' REMUNERATION AND EXPENSES**

No remuneration or expenses were paid to the trustees during the year.

**3. CHARITABLE ACTIVITIES COSTS**

Resources expended for charitable activities are solely in respect of donations to the school.

**4. ADMINISTRATIVE COSTS**

	2024 £	2023 £
Accountancy	1,038	1,390
Administration	<u>114</u>	<u>102</u>
	<u>1,152</u>	<u>1,492</u>

**NOTTING HILL & EALING HIGH SCHOOL PARENTS' GUILD**  
**NOTES TO THE ACCOUNTS (CONTINUED)**

**5. CREDITORS**

	Year Ended 31 August 2024 £	Year Ended 31 August 2023 £
Accountancy Fees	1,038	990
<b>Total</b>	<u><u>1,038</u></u>	<u><u>990</u></u>

**6. FUNDS**

***Unrestricted Funds***

	Designated £	Not Designated £	Total Unrestricted £
As at 1 September 2023	-	38,606	23,961
Incoming resources	-	69,133	28,344
Outgoing resources	-	(74,678)	(13,699)
Transfer	-	-	-
<b>As at 31 August 2024</b>	<u><u>-</u></u>	<u><u>33,061</u></u>	<u><u>38,606</u></u>

All assets and liabilities are attributable to the general reserve. The funds have been generated by fundraising activities as detailed in the Trustees' Report. The reserve will be used to generate further funds and ultimately for donations to the school.

**7. CONTROL**

The charity is controlled collectively by the Board of Trustees.