



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> January 2024 to 31<sup>st</sup> December 2024**

**Charity name: Highgate Wood School PSA**

**Charity registration number: 1161094**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To advance the education of pupils in the school in particular by: developing effective relationships between the staff, parents and others associated with the school; engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.		<b>In 2024 the PSA raised £26,987.95. This was achieved through a combination of fundraising events and parent/carers donations.</b>  <b>Fundraising events run during the year with the support of the PSA committee, parent/carers, and pupil volunteers included Madfest, a quiz night, and an online auction.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit.</b>

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>During the year the PSA donated £36,836 to the school. The donations were as follows:</b></p> <ul style="list-style-type: none"> <li>• <b>£6,000 to the school's hardship and enrichment funds</b></li> <li>• <b>£12,303 on books and equipment (examples include £3,435 on equipment for the music and art departments, £1,975 on sports equipment and £3,000 for the Learning Hub).</b></li> <li>• <b>£1,423 on courses and clubs (examples include £650 for a PE Tennis Leader course for year 3 and 4 students, £270 for the Dance Club and £155 for the Robotics Club).</b></li> <li>• <b>£17,109 on trips and activities (examples include £5,056 on end of term trips, £2,741 contribution to the Pendarren trip, £1,680 contribution to the ski trip, £1,800 contribution to the Auschwitz trip and £1,500 contribution to the Berlin photography trip).</b></li> </ul>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>At 31<sup>st</sup> December 2024 the charity had a cash balance of £62,679.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The trustees review on a termly basis the amount of reserves that are required to ensure that they are adequate to fulfil our continuing obligations.</b>
Amount of reserves held	Para 1.22	<b>Equivalent to year end cash balance.</b>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	<b>Constitution</b>
How is the charity constituted?	Para 1.25	<b>Unincorporated Association</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Trustees are elected by PSA members at the Annual General Meeting. The trustees may also appoint other trustees subject to confirmation at the next AGM.</b>

## Reference and Administrative details

Charity name	Highgate Wood School PSA
Registered charity number	1161094
Charity's principal address	Highgate Wood School. Montenotte Road, London N8 8RN

**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	Audrey Gray			
2	Anita Goa	Treasurer		
3	Katie Kelly	Chair		

**Declarations**

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

Signed on behalf of the charity’s trustees

Signature(s)



Full name(s)

Christian Glutz

Position (eg Secretary, Chair, etc)

Treasurer

Date

7<sup>th</sup> October 2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Highgate Wood School PSA

1161094

## Receipts and payments accounts

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For the period  
from

Period start date  
01/01/2024

To

Period end date  
31/12/2024

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fundraising Events	25,771	-	-	25,771	25,977
Donations	7,197	1,225	-	8,422	1,931
Lottery	1,801	-	-	1,801	2,443
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>34,769</b>	<b>1,225</b>	<b>-</b>	<b>35,994</b>	<b>30,351</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>34,769</b>	<b>1,225</b>	<b>-</b>	<b>35,994</b>	<b>30,351</b>
<b>A3 Payments</b>					
Fundraising Events	8,603	-	-	8,603	10,468
Other Costs	403	-	-	403	140
Donations to Highgate Wood School	36,836	-	-	36,836	28,950
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>45,842</b>	<b>-</b>	<b>-</b>	<b>45,842</b>	<b>39,558</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>45,842</b>	<b>-</b>	<b>-</b>	<b>45,842</b>	<b>39,558</b>
<b>Net of receipts/(payments)</b>	<b>- 11,073</b>	<b>1,225</b>	<b>-</b>	<b>- 9,848</b>	<b>- 9,207</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>64,212</b>	<b>8,315</b>	<b>-</b>	<b>72,527</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>53,139</b>	<b>9,540</b>	<b>-</b>	<b>62,679</b>	<b>- 9,207</b>



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	TSB Current Account	41,129	9,540	-
	Cooperative Bank Current Account	12,010	-	-
		-	-	-
	<b>Total cash funds</b>	<b>53,139</b>	<b>9,540</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		Christian Gluntz		01/10/25



**Section A**

**Independent Examiner's Report**

**Report to the trustees**

**Highgate Wood School PSA**

**On accounts for the year  
ended**

**31<sup>st</sup> December 2024**

**Charity no  
(if any)**

**1161094**

**Set out on pages**

**1**

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31<sup>st</sup> December 2024**.

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 Trust's accounts carried out under section 145 of the 2011 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

**Signed:**

A handwritten signature in black ink, appearing to read 'R. Holmes', is written over a light blue rectangular background.

**Date:** 03/10/2025

**Name:** Richard Holmes

**Relevant professional  
qualification(s) or body  
(if any):**

FCA (ICAEW)

**Address:** 16, Berkeley Road,

London

N8 8RU