

Newland House School Parents Association

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2019

REFERENCE AND ADMINISTRATIVE DETAILS - TRUSTEES AND ADVISERS

NEWLAND HOUSE SCHOOL PARENTS ASSOCIATION is a registered charity with the Charity Commission for England and Wales (no. 1186413).

The committee for the year ended 31 December 2019 comprised the following:

Co-Chairs:	Peter Simpson Helen Lowe	
Treasurer:	Madeline Walsh	
Trustees:	Jane Runnacles	Helen Daniel
	James Olsen	Rebecca Philpott

Contact Details -

Newland House School Parents Association
c/o Newland House School
Waldegrave Park
Twickenham
Middlesex
TW1 4TQ

Bankers -

Barclays Bank
LEICESTER
LE87 2BB

STRUCTURE, GOVERNANCE and MANAGEMENT

The Charity is a members' association organised in accordance with its Constitution under which the management of the Charity is vested in a Management Committee comprising the trustees of the Charity. The Management Committee are all elected annually by the members of the Charity at an Annual General Meeting. The Charity was registered on 11th November 2019 and the management committee were elected for the balance of the 2019 year and 2020 to ensure continuity.

The Constitution is for all intents and purposes treated as the document governing the operation of the Charity. The Management Committee is responsible for furthering the charitable objectives set out in the Constitution.

Although the officers of the Charity do not undergo any formal training as trustees of a charity they have access to advice in such matters online, from the Charity's Independent Examiner and currently from the Co-Chair, who has a Masters in Charity Management from St. Mary's University, Twickenham and works as a Charity consultant.

OBJECTIVES AND ACTIVITIES

The objectives of the Association are:

- to advance the education of pupils at Newland House School in particular by:
 - 1) developing effective relationships between the staff, parents and others associated with the school
 - 2) engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils

During the year, the Association could only hold one of its events due to the Covid 19 pandemic. It engaged in some fundraising activities including Santa's grotto gifts, Christmas tree and card sales and took over the on-site uniform shop.

RISK POLICY

The Trustees annually review any risks to the Charity and have taken the necessary measures to mitigate any possible risks.

RESERVES POLICY

The Association has no operational costs or outgoings other than those associated with events and purchasing small amounts of branded stock for the on-site school uniform shop. Events are planned only if they can raise funds and therefore the need to hold reserves is limited. The trustees plan to review the reserve policy annually in case there is a change to the current cost structure.

DONATIONS POLICY

It was agreed at the inaugural meeting of the Association in its current form that all funds raised from charitable activities would be split equally between charitable donations and funding projects for the school to the benefit of the children's education. Criteria for charitable donations have also been agreed.

FINANCIAL REVIEW

The Financial Year to 31 December 2020 proved to be a challenging one for NHSPA, with many of its community and fundraising events cancelled due to the Covid-19 pandemic and the lockdown restrictions. The only event to take place was the March 2020 quiz, which was a huge success and was well attended by the parent body. The quiz raised a profit of £1,890 from ticket sales and bar sales, an increase from £810 the prior year. Thanks to Tim Bowden for a wonderful quiz and the bar team for their efforts during the evening.

With the school closed to parents, our usual Summer and Christmas Fairs were cancelled, though the NHSPA organised Christmas tree sales and deliveries, Christmas card sales and a visit from Santa with a gift for every child funded by donations from parents. These Christmas initiatives raised £3,617 which went some way to make up for lost revenues from both fairs. In lieu of charitable donations from the NHSPA (with income limited from the lack of events), parents donated seasonal food items to local charity RUILS before Christmas which were gratefully received.

We were fortunate that the Fireworks company agreed to postpone our booking for one year, so the deposit paid has not been lost. In addition, The Turks Head have agreed to roll the

booking until large parties can once again be held, again ensuring that the £250 deposit is not lost.

The balance of the existing on-site school uniform shop bank account was transferred to the NHSPA and the NHSPA took over the financial operation of the shop. This resulted in a one-off donation to the NHSPA of £13,179 and further profit during 2020 of £2,315 from the sale of second-hand uniform and school branded items.

Online fundraising initiatives, including [easyfundraising.com](https://www.easyfundraising.com) and Amazon Smile, have started to generate some income for the Association, £75 to date.

Expenditure largely focused on purchases for the school. New backdrop curtains (£640) for the main Prep school hall were bought to create a brilliant white background for lighting. Barriers (£1,490) were purchased to assist the school with keeping year group bubbles separate and will be used going forward to cordon off areas for fireworks events. Mobile floodlights (£1,902) were bought to allow after school sports on site during the winter. The Pre-prep new sandpit and accessories (£707) were a huge hit with the younger children. All year groups benefitted from the visits of two contemporary authors during World Book week (£1,154). Year 6 children once again enjoyed developing their entrepreneurial skills with the Putting Young Minds to Work programme (£2,675). Donations to the Head Boy and Girl's Charity, REACT, totalled £1,300.

As a fully volunteer led organisation, overheads remain very low, limited to annual subscriptions to Parentkind, which provides insurance and advice, and PlanSocial, the events allocations and sales online system.

As a result, the Association finishes the Financial Year for FY20 at a surplus of around £10,867, and with net assets of £23,635.

PLANS FOR FUTURE PERIODS

In the light of ongoing Covid-19 restrictions, 2021 looks likely to be a challenging year for the NHSPA. Events, usually the focus of the Association's activities, will likely remain on hold at least for the first half of the year. Income is likely to be restricted to school shop sales and online initiatives until social distancing regulations are eased. The Trustees are optimistic that the Fireworks event and Christmas Fair will go ahead and will begin planning for these events. With a healthy balance, the Association remains positive that it can maintain its charitable objectives of supporting the education of the pupils at Newland House School should government Covid-19 restrictions remain in place for the whole of 2021.

TRUSTEES' RESPONSIBILITIES STATEMENT


The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 14th June 2020,
and signed on their behalf by:


.....

Helen Lowe
Trustee

INDEPENDENT EXAMINER'S REPORT

TO THE MEMBERS OF NEWLAND HOUSE SCHOOL PARENTS ASSOCIATION

I report to the trustees on my examination of the accounts of the Newland House Parents Association for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity trustees of the Association 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 Association's accounts as required 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 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 Society as required by section 130 of the Act; or
2. That the accounts do not accord with those records; or
3. That 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 the 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.



Emma Pitt

Date: 10th September 2021

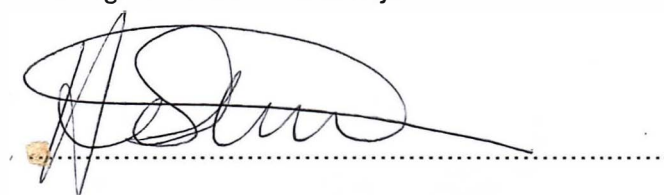
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
Incoming resources					
Income and endowments from:					
Donations and legacies	13,254	-	-	13,254	1,000
Charitable activities	14,979	-	-	14,979	81,579
Other trading activities	-	-	-	-	-
Investments	1	-	-	1	8
Separate material item of income	-	-	-	-	-
Other	-	-	-	-	-
Total	28,234	-	-	28,234	82,587
Resources expended					
Expenditure on:					
Raising funds	7,157	-	-	7,157	34,110
Charitable activities	9,918	-	-	9,918	45,887
Separate material item of expense	-	-	-	-	-
Other	292	-	-	292	122
Total	17,367	-	-	17,367	80,119
Net income/(expenditure) before investment gains/(losses)	10,867	-	-	10,867	2,468
Net gains/(losses) on investments	-	-	-	-	-
Net income/(expenditure)	10,867	-	-	10,867	2,468
Extraordinary items	-	-	-	-	-
Transfers between funds	-	-	-	-	-
Other recognised gains/(losses):					
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
Net movement in funds	10,867	-	-	10,867	2,468
Reconciliation of funds:					
Total funds brought forward	12,768	-	-	12,768	10,300
Total funds carried forward	23,635	-	-	23,635	12,768

BALANCE SHEET AS AT 31 DECEMBER 2020

	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
	£	£	£	£	£
Fixed assets					
Intangible assets	-	-	-	-	-
Tangible assets	-	-	-	-	-
Heritage assets	-	-	-	-	-
Investments	-	-	-	-	-
Total fixed assets	-	-	-	-	-
Current assets					
Stocks	-	-	-	-	-
Debtors	3,343	-	-	3,343	1,000
Investments	-	-	-	-	-
Cash at bank and in hand	22,901	-	-	22,901	15,290
Total current assets	26,244	-	-	26,244	16,290
Creditors: amounts falling due within one year	2,609	-	-	2,609	3,522
Net current assets/(liabilities)	23,635	-	-	23,635	12,768
Total assets less current liabilities	23,635	-	-	23,635	12,768
Creditors: amounts falling due after one year (Note 20)	-	-	-	-	-
Provisions for liabilities	-	-	-	-	-
Total net assets or liabilities	23,635	-	-	23,635	12,768
Funds of the Charity					
Endowment funds	-			-	-
Restricted income funds		-			-
Unrestricted funds	23,635		-	23,635	12,768
Revaluation reserve					-
Total funds	23,635	-	-	23,635	12,768

Approved by the Trustees on 14th June 2020,
and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Helen Lowe', is written over a horizontal dotted line. The signature is fluid and cursive.

Helen Lowe
Trustee

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2019

NOTE 1 – ACCOUNTING POLICIES

Basis of Preparation of the Accounts

The accounts (financial statements) have been prepared in accordance with 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 United Kingdom and Republic of Ireland (FRS 102) (effective January 2015) and the Charities Act 2011 and applicable regulations.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the notes to the accounts.

The Association's financial year runs from 1st January to 31st December.

NOTE 2 – DISCLOSURES

Trustee Remuneration

None of the trustees received any remuneration during the year, nor did they claim any expenses.