

Newland House School Parents Association

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2021

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 2021 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 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 was again constrained by limitations imposed by the COVID-19 pandemic. However, with restrictions lifted in time for the autumn term, the annual Fireworks display and the Christmas Fair were held. The school second-hand shop was in operation for much of the year and contributed substantially to the income of the charity. In addition, the selling of Christmas Trees and the Christmas card project contributed to the fundraising and capped off a successful year.

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 cash-flow 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 2021 started quietly, in the wake of the ongoing Covid-19 pandemic and lockdown restrictions. Whilst the lockdown eased during the summer term, social distancing regulations prevented any events being held until September.

The first event we were able to hold was the Fireworks night, which once again proved to be a huge success and very popular, with profits of £2575. This was an increase on previous years, largely as excess glow toys from 2019 were sold out on the night. Bar, tuck shop and BBQ sales were consistent with previous years.

The Christmas Fair once again brought the community together with a wide array of stalls and activities for children and adults, spread out around the entire school site. Once again, the event was extremely popular and successful, with a total profit of £4448, an increase of nearly £2000 on 2019. Thanks to the team for their hard work and all the parents for their attendance and kind generosity to make the event such a success. In addition, Christmas foods were collected at the Fair for the food bank run by one of our charities of the year, RUILS.

Other Christmas initiatives provided additional income, with the sale of Christmas Trees making £831, slightly down on last year, and the Christmas card art project raising £1316, a small increase on last year. Thanks again to the parents who organised these projects and helped in deliveries.

Income from the School shop rose substantially this year after the decision was made not to return any sales income to the donor of the items, in line with most school second-hand shops. Not only has this made the organisation of the school shop less complicated, but it has also meant profit more than doubled to £5231 this financial year.

Online fundraising initiatives, including easyfundraising.com and Amazon Smile, have continued to generate some income for the Association, £401 this financial year. Donations are limited to a relatively small number of parents, and we would like to increase this in the coming years.

Expenditure largely focused on purchases for the school. The investment of £6000 into the new nursery climbing frame was the largest one-off expense and has proved to be a huge hit with the youngest in our school community. Both nursery school and pre-prep were thrilled once again with the reindeer visit (£828) whilst all year groups benefitted from the author visit during World Book week (£540). The Association also supported the older children with the trip to Lullingstone, a cookery course and the Y6 disco. Donations to the two Charities chosen by the Association for this academic year, RUILS and ADHD Embrace, total £1964 each.

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 FY21 at a surplus of £734, and with net assets of £24,370.

PLANS FOR FUTURE PERIODS

With Covid-19 restrictions likely to ease further, the Trustees are optimistic that our usual events will be able to go ahead in 2022. The school ball has already been booked and tickets sold, and we are hoping this event will be our key fundraiser this year. Plans for our usual events, namely the Summer Fair, Quiz, Fireworks and Christmas Fair will be made as we go through the year. We are hopeful that the second-hand shop continues to provide the Association with a substantial and consistent portion of its income, and we aim to increase the number of parents signed up to the online initiatives, Amazon Smile and Easyfundraising. With a healthy balance, the Association remains positive that it can continue to further its charitable objectives of supporting the education of the pupils at Newland House School whilst supporting local charities.

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 18th February 2022,
and signed on their behalf by:


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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 2021.

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.

Date:2022

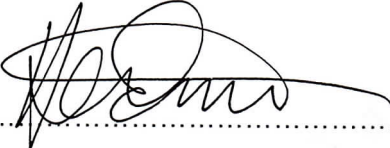
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
Incoming resources					
Income and endowments from:					
Donations and legacies	401	-	-	401	13,254
Charitable activities	28,702	-	-	28,702	14,979
Other trading activities	-	-	-	-	-
Investments	-	-	-	-	1
Separate material item of income	-	-	-	-	-
Other	-	-	-	-	-
Total	29,103	-	-	29,103	28,234
Resources expended					
Expenditure on:					
Raising funds	14,301	-	-	14,301	7,157
Charitable activities	13,726	-	-	13,726	9,918
Separate material item of expense	-	-	-	-	-
Other	342	-	-	342	292
Total	28,369	-	-	28,369	17,367
Net income/(expenditure) before investment gains/(losses)	734	-	-	734	10,867
Net gains/(losses) on investments	-	-	-	-	-
Net income/(expenditure)	734	-	-	734	10,867
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	734	-	-	734	10,867
Reconciliation of funds:					
Total funds brought forward	23,635	-	-	23,635	12,768
Total funds carried forward	24,370	-	-	24,370	23,635

BALANCE SHEET AS AT 31 DECEMBER 2021

	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	15,316	-	-	15,316	3,343
Investments	-	-	-	-	-
Cash at bank and in hand	46,909	-	-	46,909	22,901
Total current assets	62,225	-	-	62,225	26,244
Creditors: amounts falling due within one year	37,855	-	-	37,855	2,609
Net current assets/(liabilities)	24,370	-	-	24,370	23,635
Total assets less current liabilities	24,370	-	-	24,370	23,635
Creditors: amounts falling due after one year (Note 20)	-	-	-	-	-
Provisions for liabilities	-	-	-	-	-
Total net assets or liabilities	24,370	-	-	24,370	23,635
Funds of the Charity					
Endowment funds	-	-	-	-	-
Restricted income funds		-			-
Unrestricted funds	24,370		-	24,370	23,635
Revaluation reserve					-
Total funds	24,370	-	-	24,370	23,635

Approved by the Trustees on 1st February 2022,
and signed on their behalf by:


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Helen Lowe
Trustee

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

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.