

**The Friends of the Lady Eleanor Holles School Limited**

Company Number 00656009

Charity Commission Number 275602

## **Financial Statements for the Year Ended 5 April 2023**

**The Friends of the Lady Eleanor Holles School**  
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**For the year ended 5 April 2023**

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**The Friends of the Lady Eleanor Holles School**  
**Charity Reference and Administrative Details**  
**For the year ended 5 April 2023**

**Trustees**

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have served during the year and since the year end were as follows:

Pauline Law (resigned 8 January 2023)

Selwyn Ho

Harpreet Dhillon

Christine Williams

**Registered Office**

The Lady Eleanor Holles School

Hanworth Road

Hampton

Middlesex

TW12 3HF

United Kingdom

**Independent Examiner**

Kiruba Mahadevan ACMA

18 Dickerage Road

Kingston Upon Thames

Surrey

KT1 3SS

**The Friends of the Lady Eleanor Holles School**  
**Trustees' Annual Report**  
**For the year ended 5 April 2023**

The Trustees present their report and the audited financial statements of the charity for the year ended 5 April 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published in October 2019.

**Objectives and activities**

The primary objective of The Friends of the Lady Eleanor Holles School ("the Friends" or "the Charitable Company") is to support the education of pupils at the Lady Eleanor Holles School ("the School") by raising funds to advance their moral, emotional, social and cultural well-being. The Friends also host events to enhance the School's community feel and provide enrichment opportunities for School parents as well as those from the local area.

A detailed review of the year's events and an explanation as to how these activities further the Charitable Company's purposes for the public benefit is given below.

**Public benefit statement**

The Friends' aims and achievements are set out within this report. The activities set out in this report have been undertaken to further the Charitable Company's purpose for the public benefit. The Trustees have complied with the duty under Section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission and the trustees have paid due regard to this guidance in deciding what activities the Charitable Company should undertake.

The Charitable Company is a registered charity and is able to demonstrate its fulfillment of the Public Benefit Criteria through its fundraising and charitable activities through the financial support it provides to enable children and their families to access opportunities at Lady Eleanor Holles School, thereby supporting education and enrichment for young people.

**Achievements and performance**

The Friends generate income from membership fees and from hosting events. The following is a summary of incoming resources during the years ended 5 April 2023 and 2022:

	<b>2023</b>	<b>2022</b>
Membership fees charged	17,920	17,420
Gift aid on membership fees	2,830	2,872
Swim club membership fees	2,831	6,271
Event income	25,854	29,924
Total incoming resources	<u>49,435</u>	<u>56,487</u>

**The Friends of the Lady Eleanor Holles School**  
**Trustees' Annual Report, continued**  
**For the year ended 5 April 2023**

**Financial review**

*Financial position*

The following is a summary of key financial metrics for the years ended 5 April 2023 and 2022:

	<b>2023</b>	<b>2022</b>
Incoming resources	49,435	56,487
Cost of generating funds	(11,712)	(10,551)
Charitable expenditures	(26,285)	(12,017)
Administrative expenses	(877)	(1,842)
Net incoming/(outgoing) resources	10,561	32,076
Unrestricted fund	56,209	47,710
Designated fund	8,326	6,265
Total reserves	64,535	53,975

*Reserves policy*

The Friends has unrestricted reserves at the end of the year of £56,209 and designated reserves of £8,326. These reserves are retained in order to provide future donations the school and to ensure smooth running of upcoming fundraising events. While there is no minimum reserve set out in the Memorandum and Articles of Association, on 19 April 2021 the council voted to maintain a £5,000 minimum reserve, including any designated funds.

**Plans for future periods**

The Friends council intends to continue to support the School to advance the moral, emotional, social and cultural well-being and educational experience of the pupils by funding wish list items across a wide range of school departments. It also proposes to continue sponsoring parent talks and hosting fundraising and social events that benefit the wider school and local community.

**Structure, governance and management**

The Friends is a charitable company limited by guarantee and is a registered charity. The Charitable Company was established and is governed under the Memorandum and Articles of Association dated 8 April 1960 and last amended on 30 June 2013. The operational affairs are managed and administered by a Council consisting of trustees and nominated members who give their time freely and receive no remuneration for their role.

**The Friends of the Lady Eleanor Holles School**  
**Trustees' Annual Report, continued**  
**For the year ended 5 April 2023**

**Trustees' responsibilities**

The trustees (who are also directors of The Friends of the Lady Eleanor Holles School for the purposes of company law) are responsible for preparing the Trustees' Annual Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 5 April 2023.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 5 April 2023.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

**Disclosure of information to the Independent Examiner**

We, the directors of the charitable company who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

- there is no relevant information of which the charitable company's independent examiner are unaware; and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant information and to establish that the charitable company's independent examiner are aware of that information.

We approve the Trustees' Annual Report in our capacity as company directors.

On behalf of the board

Christine Williams

Christine Williams, Trustee  
Date: 28 December 2023

## **Independent examiner's report to the trustees of The Friends of The Lady Eleanor Holles School ('the Company')**

I report to the charity trustees on my examination of the accounts of the Charitable Company for the year ended 5<sup>th</sup> April 2023.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 by:

Kiruba Mahadevan ACMA  
18 Dickering Road  
Kingston Upon Thames  
Surrey  
KT1 3SS

*Kiruba Mahadevan*

Date: 28 December 2023

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 5 APRIL 2023**

	Note	Unrestricted Funds £	Designated Funds £	2023 £	2022 £
<b>INCOMING RESOURCES FROM GENERATED FUNDS</b>					
Subscriptions and donations	3	17,920	-	17,920	17,420
Gift Aid	3	2,830	-	2,830	2,872
Events income	3	23,093	5,592	28,685	36,195
<b>TOTAL INCOMING RESOURCES</b>		<b>43,843</b>	<b>5,592</b>	<b>49,435</b>	<b>56,487</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds	3	9,973	1,739	11,712	10,551
<b>NET INCOMING RESOURCES BEFORE ADMINISTRATIVE EXPENDITURES AND CHARITABLE EXPENDITURES</b>		<b>33,869</b>	<b>3,853</b>	<b>37,722</b>	<b>45,935</b>
Administrative expenses		877	-	877	1,842
Grants made	8	24,493	1,792	26,285	12,017
<b>NET INCOMING RESOURCES</b>		<b>8,500</b>	<b>2,061</b>	<b>10,561</b>	<b>32,076</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward	9	47,710	6,265	53,975	21,899
Total funds carried forward	9	<b>56,209</b>	<b>8,326</b>	<b>64,535</b>	<b>53,975</b>



**The Friends of the Lady Eleanor Holles School**  
Registered Charity No 275602 Company No 656009

**BALANCE SHEET AT 5 APRIL 2023**

	Note	2023	2022
<b>CURRENT ASSETS</b>			
Debtors	4	9,376	3,570
Bank balances and deposits		<u>79,066</u>	<u>60,001</u>
Total current assets		88,442	63,571
<b>CURRENT LIABILITIES</b>			
Creditors: Amounts falling due within 1 year	7	<u>23,906</u>	<u>9,596</u>
Total current liabilities		23,906	9,596
<b>NET CURRENT ASSETS</b>		<b>64,535</b>	<b>53,975</b>
<b>RESERVES</b>			
Unrestricted funds	10	56,209	47,710
Designated funds	10	<u>8,326</u>	<u>6,265</u>
<b>Total Funds Balance at 5 April</b>		<b>64,535</b>	<b>53,975</b>

The financial statements were approved and authorized for issue by the Board on 24 April 2023 and signed on their behalf by:

Christine Williams

Christine Williams, Trustee  
28 December 2023

**The Friends of the Lady Eleanor Holles School**  
**Notes to the financial statements**  
**For the year ended 5 April 2023**

**1. Statutory Information**

The Friends of the Lady Eleanor Holles School ("the Charitable Company") is a charitable company limited by guarantee registered in England and Wales. The Charitable Company's registered office address is Hanworth Road, Hampton, TW12 3HF.

**2. Accounting policies**

*Basis of preparing the financial statements*

The financial statements of the Charitable Company, 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 2019) and the Charities Act 2011. The financial statements have been prepared under historical cost convention.

There were no material departure from that standard.

The principal accounting policies adopted in the preparation of the financial statements are set out below, have been consistently applied within the same accounts and have remained unchanged from the previous year.

*Going Concern*

The trustees assess whether the use of going concern is appropriate (i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charitable Company to continue as a going concern). The trustees make this assessment in respect of a period of at least one year from the date the financial statements are approved.

At the date of approval, the world appears to be returning to a pre-pandemic economic environment. Throughout the pandemic the Charitable Company has taken steps to ensure it could continue as a operate as a public benefit charity including maintaining a strong reserve position. The trustees believe that it is appropriate to continue to adopt the going concern basis of accounting in preparing the financial statements.

*Cash flow exemption*

The Charitable Company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102: the requirements of Section 7 Statement of Cash Flows.

**The Friends of the Lady Eleanor Holles School**  
**Notes to the financial statements, continued**  
**For the year ended 5 April 2023**

**Accounting policies, continued**

*Income*

All income is recognized in the Statement of Financial Activities once the Charitable Company has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Membership subscriptions are treated as donations rather than as payment for goods or services. Donations do not provide any significant benefit to the donor in return for their payment other than the knowledge that the Charitable Company uses the gift to further its purposes.

*Expenditure*

Liabilities are recognized as expenditure as soon as there is a legal or constructive obligation committing the Charitable Company to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and had been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

*Taxation*

The Charitable Company is exempt from taxation in respect of income received to the extent that such income is applies exclusively for charitable purposes. The Charitable Company is not exempt from Value Added Tax. Irrecoverable Value Added Tax is included in the cost of those items to which it relates.

*Fund accounting*

Restricted funds relate to amounts received which have been specified for a particular use by the donor.

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charitable Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

*Financial instruments*

The Charitable Company has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognized at transaction value and subsequently measured at their settlement value.

*Critical accounting estimates and areas of judgement*

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Any estimates or assumptions that have a significant risk of causing material adjustment to the carrying amount of assets or liabilities within the next financial year are discussed below in subsequent notes to the financial statements.

**The Friends of the Lady Eleanor Holles School**  
**Notes to the financial statements, continued**  
**For the year ended 5 April 2023**

**3. Income from charitable activities and related expenditures**

	<b>Generated funds</b>	<b>Cost of generating funds</b>	<b>Surplus</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Subscriptions and donations	17,920	-	17,920
Gift aid on subscriptions	2,830	-	2,830
Second hand uniform sales	2,761	969	1,792
Quiz night	3,637	2,584	1,053
Christmas Bazaar	13,321	2,357	10,964
Comedy night	3,173	2,696	478
Swim Club	2,831	770	2,061
Towel sales	2,962	2,337	626
Net incoming resources before administrative expenses and charitable contributions	49,435	11,712	37,722

**4. Debtors**

Debtors of £9,376 as at 5 April 2023 related to gift aid recoverable from HMRC, swim club membership fees and event revenue receivable. Debtors of £3,570 as at 5 April 2022 related to gift aid recoverable from HMRC and swim club membership fees.

**5. Trustees' remuneration and benefits**

There were no trustees' remuneration or other benefits for the year ended 5 April 2023 nor for the year ended 5 April 2022.

Expenses paid to the trustees during the year were £nil (2022: £nil).

**6. Employees and directors**

The average number of employees in the current and prior year was nil.

**7. Creditors**

	<b>2023</b>	<b>2022</b>
<b>Item</b>	<b>£</b>	<b>£</b>
Payable for various educational equipment	21,888	9,491
Accounts payable	2,018	105
<b>Total creditors</b>	<b>23,906</b>	<b>9,596</b>

**The Friends of the Lady Eleanor Holles School**  
**Notes to the financial statements, continued**  
**For the year ended 5 April 2023**

**8. Analysis of grants**

The following table shows the grants made during the year ended 5 April 2023. These amounts include both amounts paid during the financial years as well as those that remained payable as at 5 April 2023 and 2022:

Item	2023 £	2022 £
Various educational equipment	25,354	12,017
Funding of school community events	930	0
<b>Total Grants Made</b>	<b>26,285</b>	<b>12,017</b>

**9. Administrative expenses**

Administrative expenses are comprised of predominantly software and other service fees incurred during the financial year.

**10. Reserves**

**Fund reconciliation:**

	Balance at 6 April 2021	Income	Cost of generating funds	Grants	Balance at 5 April 2022
Unrestricted	20,470	44,635	(9,318)	(8,077)	47,710
Designated - swim club	1,429	6,271	(1,435)	-	6,265
Designated - second hand uniform	-	5,581	(1,641)	(3,941)	-
Total unrestricted	21,899	56,487	(12,394)	(12,018)	53,975

  

	Balance at 6 April 2022	Income	Cost of generating funds	Grants	Balance at 5 April 2023
Unrestricted	47,710	43,843	(10,851)	(24,493)	56,209
Designated - swim club	6,265	2,831	(770)	-	8,326
Designated - second hand uniform	0	2,761	(969)	(1,792)	-
Total unrestricted	53,975	49,435	(12,590)	(26,285)	64,535

**The Friends of the Lady Eleanor Holles School**  
**Notes to the financial statements, continued**  
**For the year ended 5 April 2023**

**Reserves, continued**

**Fund description**

*Designated funds:*

Swim Club profits include donations received from school parents, students and alumni in exchange for the use of the school's swimming pool at designated times. The cost of supplying lifeguards for the sessions is covered by these donations and any remaining funds are designated towards the purchase of swim and other sports equipment at the school's discretion.

Second hand uniform funds are monies generated from the sale of used school uniform donated to the Friends for resale and are designated to benefit the School library for the purchase of books and general improvements.

*Unrestricted Funds:*

All funds remaining after setting aside designated funds are used at the general discretion of the Trustees.

**11. Related Party Transactions**

The School provides the Charitable Company with limited access to sports facilities, including the pool and tennis courts, free of charge. In turn, the Charitable Company generates fee revenue from school families in exchange for use of these facilities. The net profits from this arrangement form the designated swim club funds mentioned above.

There have been no other related party transactions in the year.