

Charity number: 1032433

**Charity Name:** Friends of Hillside Avenue School  
**Trustees' Annual Report for the period**  
**1 August 2023 – 31<sup>st</sup> July 2024**

## **Friends of Hillside Avenue School**

### **Charity Information**

#### **Named Trustees during reporting period:**

James Hume – Chair

Victoria Macleod – Treasurer

Susan Buttifant

Judith Davison

Alexandra Goodson

Carrie Twinn *from October 2023*

Elizabeth Lee *from October 2023*

Erin Bunday *from March 2024*

Robert Elvin *from May 2024*

Lynn Tate *until October 2023*

Deborah Dakers *until October 2023*

Craig Bailey *until February 2024*

#### **Registered Address:**

Hillside Avenue Primary School

Hillside Avenue

Norwich

NR7 0QQ

#### **Charity Number:**

1032433

**Purpose of the charity:**

The objects of the Association are to advance the education of the pupils of the School by:

- Providing and assisting in the provision of facilities for education at the School and as an ancillary thereto and in furtherance of this object the Association may engage in activities which support the School and advance the education of the pupils attending it.
- Developing effective relationships between the staff, parents and others associated with the school

**Main activities:**

The charity has engaged in various fundraising activities during the year, including but not limited to:

- The annual Christmas and Summer fetes
- Running a second-hand uniform shop for the school community
- Organising and distributing branded school uniform
- Scarecrow Trail through the local community – organised by parents of the school to support the Friends of Hillside.
- Running a Quiz Night
- Organising school photographs and receiving commissions
- Organising two school discos
- Organising tea towels containing designs by the children of the school
- Running a Father's day shop

As always, whilst the overriding aim is to generate funds that can ultimately be donated to the school, the charity strives to combine fundraising activities with fun wherever possible, to enrich both the children's and parents experience at school.

## Financial Review:

### *Financial donations to School*

The charity has had another successful year fundraising, allowing us make a number of donations to Hillside Avenue Primary and Nursery School. The table below summarises these donations.

<i>Playground Equipment</i>	£ 4,199.10
<i>Hall Sound Project - Phase 1</i>	£ 2,779.00
<i>Contribution to school trips</i>	£ 1,741.00
<i>Cooking in classes</i>	£ 737.42
<i>Basketball equipment - Club</i>	£ 612.90
<i>Leavers Teddies</i>	£ 544.32
<i>Ducklings - Reception</i>	£ 530.00
<i>Waterproofs - Nursery</i>	£ 516.60
<i>Christmas Parties for classes</i>	£ 400.00
<i>Lunch Trolleys</i>	£ 458.99
<i>Board Game club</i>	£ 329.43
<i>Science Week</i>	£ 320.00
<i>Easter Eggs for school</i>	£ 269.94
<i>Year 6 Pizza night (leavers)</i>	£ 203.91
<i>Coach trip - Cathedral carols</i>	£ 100.00
<i>Year 4 school sleepover</i>	£ 81.83
<i>Coach - Football teams</i>	£ 55.00
<i>Mirror - Reception</i>	£ 43.50
<i>Caterpillars - Reception</i>	£ 32.91
<b>Total</b>	<b>£ 13,955.85</b>

As at 31<sup>st</sup> July 2024 the charity held £27.2k in the bank. Approximately £5k of this balance is being held to fund regular annual contributions to the school such as school trips. During 24-25 we will be working with the school and new headmaster to invest the funds in a couple of larger projects, as well as supporting the school in a range of smaller size projects.

Our job as a charity is to put the funds to work for the purposes that they were raised – in line with our charitable objects. All donations from the charity to the school are approved via Committee meetings, after discussion about current funding needs informed by the school, and with input from parents.

### *Use of Ring-Fenced Funds*

In 19/20 a crowd funding campaign took place to help support the construction and maintenance of a pond area within the school. The raised funds were restricted to use only on this project, and any unspent balances are carried forward each year. The main

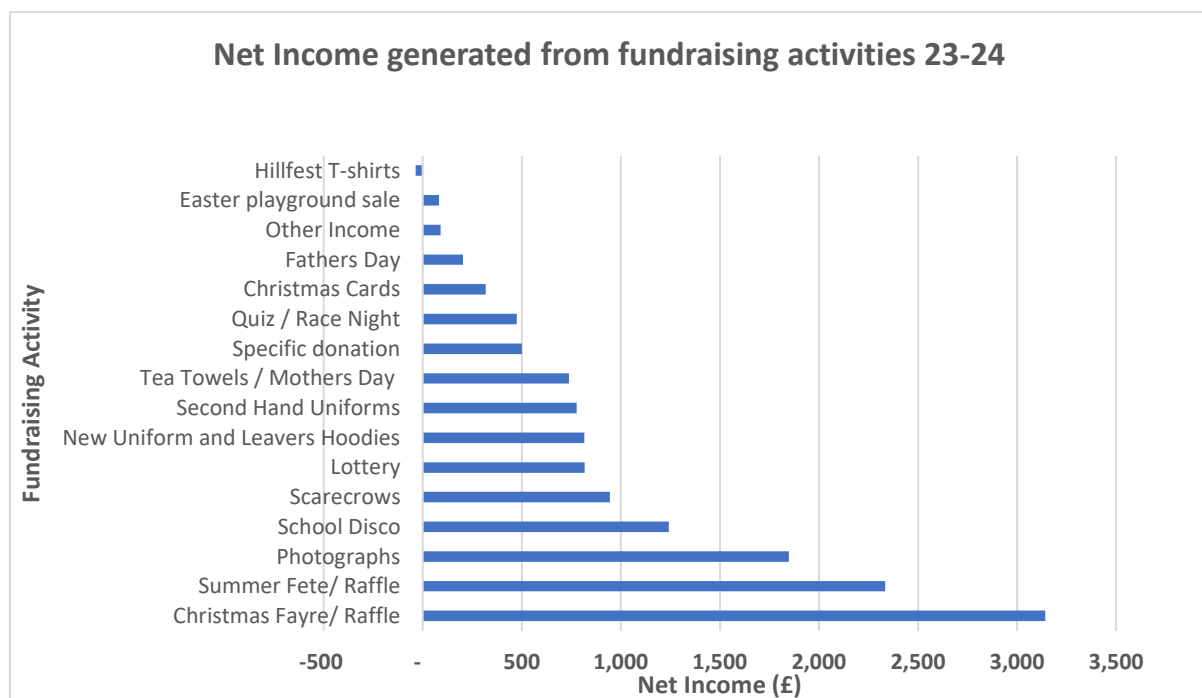
works are long completed, but a residual balance of £336.11 remained at 31 Jul 23. During 23-24 £119.99 of this was spent on a pump for the pond, leaving £216.12 as at 31 Jul 24.

During the year a parent generously donated £0.5k. The donation was made with a specific request to help purchase much-needed new waterproof clothing for the nursery. This donation was fully utilised during the year and the nursery staff and children have expressed their gratitude for such a fantastic set of waterproofs.

### *Fundraising*

The 23-24 accounts show that fundraising activities during the year have made a large profit, generating £28.7k in receipts and costing £10.9k in payments. Overall, when uniform stock adjustments are factored in (utilisation of stock brought in prior years), this has resulted in total net income of £14.2k. This represents an increase of £1.4k from the prior year.

The graph below shows the relative contributions from the different fundraising activities, highlighting that a large proportion of our net income has come from the Summer Fete, 'Hillfest' and Christmas Fayre.



The accounts this year demonstrate a stock holding of 'Hillfest t-shirts'. During 23-24 a number of t-shirts were sold, but some were utilised as specific prizes without charging. This has contributed to the net deficit the 23-24 accounts are showing against Hillfest t-shirts. During 24-25 we expect to utilise the stock as part of a new fundraising initiative.

### *Charity Costs*

During the year the charity incurred some inevitable costs associated with the overall running of the organisation, including the annual ParentKind membership payment. The biggest area of additional investment this year was around storage containers. During the year we needed to replace old and broken storage containers to ensure stock purchases could be stored safely, protecting the charity from wastage. Additional areas of investment were around replacing old signage boards, replacing a broken 'Friends' notice box as well as purchasing equipment for events such as glasses, food heating equipment and a trolley for transporting items around events. In total, all these additional charity costs totalled £1,201.93.

In summary it has been another fantastic year, and a special thank-you to everyone who has donated their time volunteering, supported our events or donated financially. We couldn't have had the success we've had without their support.

**Friends of Hillside Avenue School  
Draft Receipts and Payments to 31st July 2024**

Net Income from Functions		Amount	Net 2023/24	Net 2022/23	Net 2021/22	Net 2020/21
<i>Christmas Fayre/ Raffle</i>	<i>Income</i>	£ 4,605.65				
	<i>Expense</i>	£ 1,463.05	£ 3,142.60	£ 3,266.55	£ 1,279.13	£ 1,780.15
<i>Photographs</i>	<i>Income</i>	£ 1,847.55				
	<i>Expense</i>	£ -	£ 1,847.55	£ 1,815.88	£ 3,030.90	£ -
<i>Christmas Cards</i>	<i>Income</i>	£ 330.70				
	<i>Expense</i>	£ 12.45	£ 318.25	£ 367.76	£ 422.50	£ 515.55
<i>School Disco</i>	<i>Income</i>	£ 1,903.74				
	<i>Expense</i>	£ 661.85	£ 1,241.89	£ 522.82	£ 573.87	£ -
<i>Summer Fete/ Raffle</i>	<i>Income</i>	£ 5,404.03				
	<i>Expense</i>	£ 3,069.29	£ 2,334.74	£ 3,397.57	£ 2,362.83	£ 1,048.00
<i>Fathers Day</i>	<i>Income</i>	£ 343.48				
	<i>Expense</i>	£ 139.49	£ 203.99	£ 263.51	£ 312.41	£ -
<i>Tea Towels / Mothers Day</i>	<i>Income</i>	£ 1,768.72				
	<i>Expense</i>	£ 1,031.00	£ 737.72	£ 348.12	£ 380.32	£ -
<i>Pond Crowdfunding</i>	<i>Income</i>	£ -				
	<i>Expense</i>	£ 119.99	-£ 119.99	-£ 1,405.85	-£ 2,281.44	-£ 775.95
<i>Lottery</i>	<i>Income</i>	£ 817.00				
	<i>Expense</i>	£ -	£ 817.00	£ 1,197.50	£ 1,489.50	£ 757.00
<i>Second Hand Uniforms</i>	<i>Income</i>	£ 777.07				
	<i>Expense</i>	£ -	£ 777.07	£ 571.07	£ 325.70	-
<i>Easter playground sale</i>	<i>Income</i>	£ 200.05				
	<i>Expense</i>	£ 118.34	£ 81.71	£ -	£ -	£ -
<i>Scarecrows</i>	<i>Income</i>	£ 944.56				
	<i>Expense</i>	£ -	£ 944.56	£ -	£ -	£ -
<i>Bingo</i>	<i>Income</i>	£ -				
	<i>Expense</i>	£ -	£ -	£ 812.43	£ -	£ -
<i>Quiz / Race Night</i>	<i>Income</i>	£ 648.91				
	<i>Expense</i>	£ 174.78	£ 474.13	£ 203.24	£ -	£ -
<i>Floats for events</i>	<i>Income</i>	£ 2,420.00				
	<i>Expense</i>	£ 2,420.00	£ -	£ -	£ -	£ -
<i>Hillfest T-shirts</i>	Opening stock	£ -				
	Purchases	£ 515.00				
	Income	£ 61.11				
	Closing stock	£ 418.50	-£ 35.39			
<i>New Uniform and Leavers Hoodies</i>	Opening Stock	£ 7,532.46				
	Purchases	£ 3,613.26				
	Income	£ 8,492.78				
	Closing Stock	£ 3,469.40	£ 816.46	£ 136.33	£ 1,382.58	£ 1,600.23
<i>Donations</i>			£ 500.00	£ 1,000.00	£ -	£ -
<i>Other Income</i>			£ 89.82	£ 290.21	£ 428.90	£ 476.18
<b>Total Net Income</b>			<b>£ 14,172.11</b>	<b>£ 12,787.14</b>	<b>£ 9,707.20</b>	<b>£ 5,401.16</b>

**Friends of Hillside Avenue School**  
**Draft Receipts and Payments to 31st July 2024**

Total Net income from Page 1 £ 14,172.11

**Less Overheads**

*Parentkind* £ 163.00  
*Lottery Licence* £ 20.00  
*Other* £ 111.32

**Less Asset purchases**

*Storage boxes (various)* £ 335.97  
*Signage / Banners* £ 205.70  
*Trolley (Events)* £ 109.97  
*Bain Marie (Events)* £ 106.80  
*Glasses (resusable at events)* £ 59.96  
*Printer* £ 44.99  
*3\* lockable cash boxes (for use at events)* £ 25.35  
*Friends Box (School reception)* £ 18.87

£ 1,201.93

**Less Provided for School**

*Playground Equipment* £ 4,199.10  
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<b>Surplus / Deficit to General Fund</b>	<b>-£</b>	<b>985.67</b>
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**General Fund**

<b>Balance 1st August 2023</b>	£	<b>32,052.30</b>
<b>Deficit for Year</b>	-£	<b>985.67</b>

**Balance 31st July 2024** £ **31,066.63**

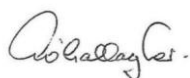
**Represented by:-**

<b>Stock in Hand - Uniforms and T-shirts</b>	£	<b>3,887.90</b>
<b>Petty Cash</b>	£	<b>-</b>
<b>Current account</b>	£	<b>27,178.73</b>

**Total** £ **31,066.63**

£ -

The above receipts and payments account is in accordance with the Books of the Association



**P M O'Gallagher (Auditor)**

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**General Fund**

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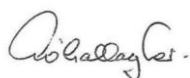
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